

# City of Fitchburg Committee or Commission Referral

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Direct Referral Initiated by:  
Direct Referral Approved by:

Date Referred: **March 28, 2023**  
Date to Report Back: **April 11, 2023**

Ordinance Number:  
Resolution Number: **R-75-23**

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Sponsored by: Mayor

Drafted by: CLERK

**TITLE:** Approving Contract with FGM Architects for the Architectural/Engineering Services for the Police Services Facility

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**Background:** Through the selection process outlined in the resolution, FGM Architects is the firm recommended by the Police Facility RFP Review Committee

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Voelker	April 3, 2023	
2	Finance Committee	Dodge	April 11, 2023	
3				
4				

Amendments:



## Pre-Approval Information

<b>Pre-Approval Request #</b> 10444	<b>Contact Person *</b> DANA.SCHMIDT	<b>Department *</b> POLICE	<b>Department Head *</b> ALFONSO.MORALES	<b>Complete Date</b>
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<b>Date *</b> 03/22/2023	<b>Procurement Types *</b> Bid	<b>Item Description *</b> ARCHITECTURAL & ENGINEERING SERVICES FOR POLICE FACILITY
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### Rationale for Purchase

(What do you want to buy and why?) \*

**We need architectural and engineering services in order to proceed with the Police Facility (CIP #2141).**

## Estimates/Quote/Bids

### Estimate/Quote/Bids Solicitation:

(How did you get the prices, what did you advertise and on what dates?) \*

**A Class Two legal notice was published in the Wisconsin State Journal on February 1st and February 8th, 2023. It was also posted on www.questcdn.com.**

### Estimates/Quotes/Bids Received:

Vendor Name *	Description *	Amount *	Notes
FGM Architects, Inc.	Architectural & Engineering Services	\$1,748,500.00	
Engberg Anderson, Inc.	Architectural & Engineering Services	\$1,126,180.00	
Williams Architects	Architectural & Engineering Services	\$0.00	Proper quote not given
Zimmerman Architectural Studios, Inc.	Architectural & Engineering Services	\$1,754,893.00	

### Vendor

<b>Is Vendor New? *</b>	<b>New W9 Required</b>	<b>Payment Type *</b>
No	NO	Check

### Recommended Vendor Name

(Enter a portion of the Vendor Name OR full Vendor Name, then hit TAB to retrieve Vendor Information)

FGM ARCHITECTS INC

### Vendor #

9677

### Vendor Address

#### Vendor Name

FGM Architects Inc

#### Street Address

219 NORTH MILWAUKEE STREET STE 325

#### Street Address 2

#### City

MILWAUKEE

#### State

WI

#### Zip

53202

### Rationale for Recommendation or Sole Source

(Why do you want to purchase this item from this vendor?) \*

**Most qualified for professional services.**

## Attachments Section

Requires Mayor Signature

Requires Attorney Review/Signature

T&T#

(Enter a portion of your name OR full name, then hit TAB to retrieve Travel & Training form list)

### Recommended Bid/Quote (1)

Recommended Bid/Quote

[3/22/2023 - Requestor - DANA.SCHMIDT, Vendor: , Dept: POLICE](#)

### Other Supporting Document (0)

Supporting Documents

### Other Bid/Quote (3)

Bids/Quotes

[3/22/2023 - Requestor - DANA.SCHMIDT, Vendor: , Dept: POLICE](#)

[3/22/2023 - Requestor - DANA.SCHMIDT, Vendor: , Dept: POLICE](#)

[3/22/2023 - Requestor - DANA.SCHMIDT, Vendor: , Dept: POLICE](#)

### Vendor W9 (0)

W9

## Purchase Order Information

### Line Items

Quantity *	Unit Price *	Description *	GL Fund *	GL Dept *	GL Acct	GL Actv *	Line Total
1	\$1,748,500.00	ARCHITECTURAL & ENGINEERING SERVICES FOR POLICE FACILITY	400 - CAPITAL PROJECTS	5722 - PUBLIC SAFETY	141 - PUBLIC SAFETY BUILDING	0	\$1,748,500.00

**GL Actv Info:**

0 - Default

13 - Billable (Needs to be billed to third party for reimbursement)

14 - Unexpected Cost

15 - Grant

23 - COVID19

**PO Grand Total**

\$1,748,500.00

**Budget Amendment Needed \***

No

**Disposition of previous item?**

N/A

**Resolution Number \***

R-75-23

### Responsible Bidder Check

**\*This Pre-Approval is for more than \$1,000,000.00, you must select the type of project**

**Project Type \***

OTHER

**Is form ready for review? \***

YES

## Approvals Section

<b>Department Head</b>	<b>Workflow Status</b>	<b>Timestamp</b>
<b>Alfonso Morales</b>	<b>APPROVED</b>	<b>03/22/2023 09:30:48 AM</b>
<b>Accounting Quality Review</b>	.	.
<b>Miller, Kari</b>	<b>APPROVED</b>	<b>03/22/2023 10:15:07 AM</b>
<b>Finance Director</b>	.	.
<b>Miller, Kari</b>	<b>APPROVED</b>	<b>3/22/2023 10:16:00 AM</b>
<b>IT Review</b>	.	.
<b>Administrator</b>	.	.
<b>Chad Brecklin</b>	<b>APPROVED</b>	<b>3/22/2023 10:17:27 AM</b>
<b>Mayor</b>	.	.
<b>Aaron Richardson</b>	<b>APPROVED</b>	<b>3/22/2023 2:50:15 PM</b>
<b>Council</b>	.	.
<b>Mayor Signed</b>	.	.
<b>Attorney Review</b>	.	.
<b>Attorney Signed</b>	.	.
<b>Accounting PO</b>	.	.

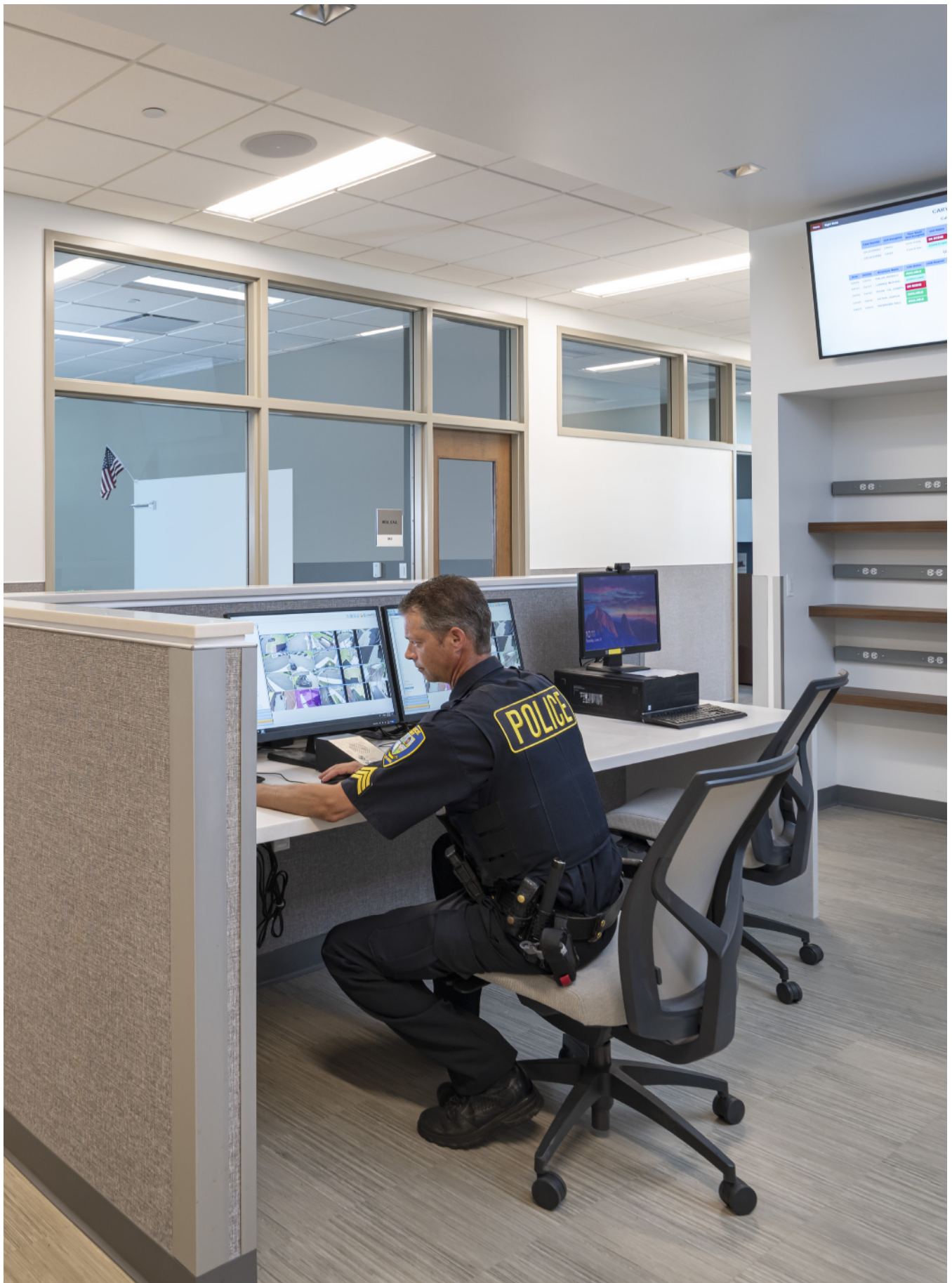
# CITY OF FITCHBURG

Professional Services for the City of Fitchburg Police Services Facility  
February 15, 2023

## VOLUME I: TECHNICAL ORIGINAL



**FGMA**ARCHITECTS



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Paul Q. Woodard, P.E.  
Senior Engineer  
City of Fitchburg Public Works Department  
5520 Lacy Road  
Fitchburg, Wisconsin 53711

February 15, 2023

**Re: Professional Services for City of Fitchburg Police Services Facility**

Dear Mr. Woodard and Members of the Selection Committee,

FGM Architects (FGMA) is pleased to submit our Statement of Qualifications to provide design services for a stand-alone Police Services Facility. As you will read on the following pages, our team will provide the expertise, creativity and leadership that will be essential to charting a path toward the most robust, long-lasting and cost-effective resources possible. The following highlights our unique qualifications.

**Unparalleled public safety facility design experience.** FGMA is a public safety design leader and has designed over 250 police projects. We have worked with agencies of all sizes, each with distinctive nuances and specialties. FGMA brings a unique perspective having designed many facilities from the planning stage through implementation, including many which were supported by an owner's Construction Manager. We will work with your team to quickly confirm the needs and begin the design.

**Design leadership for the City of Fitchburg.** Brian Wright (Principal-in-Charge) and Andrew Mayo (Project Manager) will lead an experienced team that an established team of public safety experts and designers. Our team brings more than 75 years of combined experience providing station facility planning and design. Along with our consultants JSD Professional Services, Inc. (Civil Engineering, Survey & Landscape Architecture), Ring & Duchateau, LLP (MEP/FP Engineering & Low Voltage), Ambrose Engineering, Inc. (Structural Engineering) and Correct Electronics (Security), we are a proven team that brings knowledge in the deployment of best practices for public safety facility design. We are knowledgeable about WILEAG accreditation standards, NFPA standards for Emergency Services Communications, and are known as thought leaders in the ever-changing world of public safety.

**Budget development expertise.** We fully understand that having reliable cost estimates is critical to the City. In the past two years, the construction industry has experienced unprecedented inflation caused by the pandemic. In that time, our clients have bid out 10 law enforcement projects, giving our team current relevant budget information. As FGMA specializes in working on public safety projects, we have up-to-date cost data and have tracked global cost trends and how they influence construction costs locally for decades.

We believe that our qualifications make FGMA uniquely qualified to become your partner for this project. FGMA would welcome the opportunity to be of service and ensure that the City has a functional, well-built, Police Services facility that serves the needs of Fitchburg for generations.

I, Brian Wright, certify that the information and data submitted is true and complete to the best of my knowledge.

Sincerely,



Brian Wright, AIA, LEED AP | Principal-in-Charge  
brianwright@fgmarchitects.com | 414.346.7283  
219 North Milwaukee Street, Suite 325, Milwaukee, Wisconsin 53202





**SUBCONSULTANT TEAM**

The experts we have selected complete our fire service facilities according to a high standard and client expectation. We have provided listings of the consultants with whom we have worked and/or are currently working with on a variety of projects. We have an extremely long working relationship with each of these consultants and are a tried and proven team. Each team has a variety of expertise in varying project types and we propose to work with you to discuss the best team to deliver engineering services to meet the needs of your project.

**MEP/FP ENGINEERING CONSULTANT & LOW VOLTAGE**



**Ring & Duchateau, LLP**

301 South Blount Street, Suite 101  
 Madison, Wisconsin 53703  
 608.733.5800 | ringdu.com



**STRUCTURAL ENGINEERING CONSULTANT**



**Ambrose Engineering Inc.**

W66 N215 Commerce Court  
 Cedarburg, Wisconsin 53012  
 262.377.7602 | ambroseengineering.com



**CIVIL ENGINEERING, SURVEY & LANDSCAPE ARCHITECTURE CONSULTANT**



**JSD Professional Services, Inc.**

161 Horizon Drive, Suite 101  
 Verona, Wisconsin 53593  
 608.848.5060 | jsdinc.com



**SECURITY CONSULTANT**



**Correct Electronics, Inc.**

1807 South Washington Street, Suite 110  
 Naperville, Illinois 60565  
 630.689.1190 | correctelectronics.com





## LEGAL ACTIONS

FGMA is not involved, nor has been involved, in any lawsuits, claims, liens or arbitration proceedings in the past five (5) years involving an Owner or Contractor.

## FIRM QUALIFICATIONS & EXPERIENCE

### FIRM NAME

FGM Architects Inc.

### YEAR ESTABLISHED

1945

### PROJECT OFFICE LOCATION

219 North Milwaukee Street  
Suite 325  
Milwaukee, Wisconsin 53202  
414.346.7282

### AVAILABILITY

We are confident that the level of service and response we provide is valued by our clients.

FGMA's current workload as a team and the project work of your individual team members will not interfere in any way with the completion of your project. Many of our larger projects are recently completed or in the final stages before completion. This will allow our project principals even more time to focus solely on your project. Your project is important to us. In addition to the team specifically assigned to your project, FGMA has a depth of professionals able to assist on an as-needed basis.

### OTHER OFFICE LOCATIONS

1211 West 22<sup>nd</sup> Street  
Suite 700  
Oak Brook, Illinois 60523  
630.574.8300

550 West Van Buren Street  
Suite 1420  
Chicago, Illinois 60607  
312.948.8461

475 Regency Park  
Suite 325  
O'Fallon, Illinois 62269  
618.624.3364

One Metropolitan Square  
Suite 1945  
St. Louis, Missouri 63102  
314.439.1601

3711 South Mopac Expressway  
Building Two, Suite 150  
Austin, Texas 78746  
512.474.8085

300 Throckmorton Street  
Suite 580  
Fort Worth, Texas 76102  
817.900.6026

11250 Roger Bacon Drive  
Suite 16  
Reston, Virginia 20190  
703.956.5600

### SIZE OF ORGANIZATION

FGMA serves seven practice areas: municipal, PK-12 education, higher education, recreation, federal, faith-based and multi family/mixed-use housing, with locations in Wisconsin, Illinois, Texas, Missouri and Virginia.

### NUMBER OF EMPLOYEES

Architects	87
Architectural Support	60
Interior Designers	13
Administrative	29
<b>Total</b>	<b>191</b>

## FIRM QUALIFICATIONS & EXPERIENCE

# FGM Architects works with people and organizations that serve others and impact lives.

We Build Community. That is, our practice is dedicated to creating environments that make up the landscape of our daily lives. Over our 75+ year history as a business we have honed a set of values that have at their core commitment, integrity and people. These guide everything we do.

The design of police stations is an art in itself, whether stand alone or as a part of a public safety facility. When designing a police station, the importance lies in hiring an expert in public safety facilities versus your local general architect.

FGMA is a specialty firm that partners with communities to plan, design and construct public safety facilities. Each of our design solutions uniquely suits our client's needs and takes their operations to the next level of excellence. We've found that how we work with our clients is just as important as what we design. We believe in face-to-face communication, listening, and observing how users interact with their environment.

Our team is committed to delivering world-class design that is aligned with your scope, schedule and budget. Because we work with publicly-funded organizations, we understand that the people we serve extend well beyond those we report to on a daily basis. As such, one of the most important things we do is involving stakeholders in every step of a project. The end result is a design solution backed by solid consensus; everyone has participated in its creation and understands the logic of the planning process. We help lead this process and act as a trusted advisor, providing our clients the information and technical advice they need to make decisions quickly and confidently.

\* FGMA will serve as the prime consultant and architect of record on this project. We will not include any additional architectural firms on the team. Our list of subconsultants can be found in Section 1.

### GROUPS WE SUPPORT

Wisconsin Police Leadership Foundation

Wisconsin Chiefs of Police Association

Wisconsin Police Executives Group

Wisconsin Public Safety Communicators

Wisconsin State Fire Chiefs Association

Wisconsin City/County Managers Association

League Of Wisconsin Municipalities

International Association of Chiefs of Police

## SIMILAR PROJECT EXPERIENCE

# Developing a successful police station will benefit greatly from a firm with proven expertise.

**POLICE STATION DESIGN:** FGMA is a leader in police station design. FGMA offers in-house police station design expertise with over 30 years of experience specializing in police station design in a nationally recognized practice with over 350 local, state and national police projects.

When designing a police station, it is important to hire a police expert versus your local generalist architect. Public safety buildings are too sophisticated not to rely on the guidance of a partner like FGMA who can lead you through the process.

FGMA's goal is to bring a greater depth of knowledge to our next project by learning something new from each department we work with and each successful station we complete. We not only learn through actual project experience but also by probing chiefs

thoughts, studying development in law enforcement strategies and brainstorming new solutions. Some elements of good police station design are tried and true; like officer safety, making the public feel comfortable by utilizing CPTED design guidelines, understanding the multiple levels of station security, creating a functional path through the building for a patrol officer from the start of his/her shift to the conclusion as well as navigating through Department of Corrections and WILEAG standards.

There are other items that are evolving, like the sophistication of evidence processing and handling—including safely and permanently storing the vast array of items connected

with a case. The technology used in law enforcement has grown and finding effective ways to transport and store these tools in the vehicles and facility has become increasingly creative.

**HIGH PERFORMANCE BUILDING DESIGN:** FGMA is committed to sustainable and resilient design. We incorporate energy modeling into our design process to help clients achieve solutions that minimize energy use, thus saving annual operating costs over the life cycle of their facilities.

**SUSTAINABLE DESIGN:** FGMA believes in sustainable design and incorporates “green building” features into every project we design. We have over 34 United States Green Building Council LEED Accredited Professionals on staff. We designed the first LEED Gold police station in the United States with eight additional completed LEED Gold and two LEED Silver public safety projects.

**RESILIENT DESIGN:** This specialized area of practice is multi-faceted and involves designing facilities to prepare and plan for, absorb, recover from and more successfully adapt to adverse events. This includes designing for natural hazards, such as tornadoes and man made threats which includes active shooter situations.

**INTERIOR DESIGN:** Our in-house interior design team is experienced in creating interior designs that will support your organizations branding and culture goals. Our team can create exciting designs working within your budget and are experienced in all aspects of interior design including display areas, environmental graphics, wayfinding, retail fixtures, furnishings and furniture design.



## FGMA PAST LAW ENFORCEMENT CLIENTS

### WISCONSIN

City of Altoona PD  
 Village of Caledonia PD  
 Village of Cottage Grove PD  
 Village of Fontana PD  
 Kenosha Joint Services County Sheriff & City PD  
 City of Monona PD  
 City of Neenah PD  
 City of Oconomowoc PD  
 City of Oshkosh PD  
 City of Racine PD  
 City of Wauwatosa PD

### ILLINOIS

Addison PD  
 Arlington Heights PD  
 Bellwood PD  
 Bensenville PD  
 Broadview PD  
 Buffalo Grove PD  
 Burr Ridge PD  
 Carol Stream PD  
 Cary PD  
 Chicago Heights PD  
 Des Plaines PD  
 DuPage Public Safety Communications  
 Edwardsville PD  
 Effingham PD  
 Elk Grove Village PD  
 Elmhurst PD  
 Fox Lake PD  
 Fox River Grove PD  
 Franklin Park PD  
 Glen Carbon PD  
 Glendale Heights PD  
 Glenview PD  
 Harwood Heights PD

Highland Park PD  
 Hoffman Estates PD  
 Itasca PD  
 Illinois State Police  
 Kildeer PD  
 Lake in the Hills PD  
 Lakemoor PD  
 Lake Forest PD  
 Lincoln PD  
 Lincolnshire PD  
 Manhattan PD  
 Matteson PD  
 McHenry PD  
 Morton Grove PD  
 Mount Prospect PD  
 Mundelein PD  
 New Lenox PD  
 Northbrook PD  
 Northwestern University PD  
 Oakbrook Terrace PD  
 Oak Park PD  
 Oakwood Hills PD  
 Orland Park PD  
 Palatine PD  
 Park Ridge PD  
 Round Lake PD  
 Rockford PD  
 Rosemont Public Safety Dept.  
 Roxana PD  
 Schaumburg PD  
 Shiloh PD  
 Skokie PD  
 Streamwood PD  
 St. Charles PD  
 South Barrington PD  
 Tower Lakes PD  
 Wauconda PD

Waukegan PD  
 Wheaton PD  
 Wilmette PD  
 Winfield PD  
 Winnetka PD  
 Woodridge PD

### MICHIGAN

Lansing PD

### MINNESOTA

Duluth PD

### MISSOURI

Cape Girardeau PD  
 Des Peres Public Safety Dept.  
 Farmington PD  
 Fredericktown PD  
 City of St. Louis PSAP / EMA  
 St. Francois / Ste Genevieve Counties 911/ EOC  
 Franklin County Sheriff's Department  
 Kinloch PD  
 St. Francois County 911  
 Ray County PSAP / 911  
 City of St. Louis PSAP / EMA

### TEXAS

City of Hutto PD  
 City of Victoria  
 City of Roanoke  
 City of Temple

### ARKANSAS

Bella Vista Public Safety

**350+**  
 Law Enforcement Projects

**70+**  
 New & Renovated Law Enforcement Facilities

**100+**  
 Law Enforcement Clients



Our experience brings value to your project. We provide quality design that responds to the functional and aesthetic requirements of each project.

Please scan the QR code for a testimonial from Chief Eterno of Mount Prospect Police.





## LEED PLATINUM

**CITY OF CHARLOTTESVILLE**  
Fontaine Avenue Fire Station

**UNIVERSITY OF ILLINOIS  
AT URBANA-CHAMPAIGN**  
Stanley O. Ikenberry Commons  
Bousfield Residence Hall

## LEED GOLD

**BENSENVILLE PD**  
Police & Emergency  
Management Headquarters

**ELK GROVE VILLAGE**  
Administration & Public Safety  
Facility

**FAIRFAX COUNTY**  
Bailey's Shelter and Supportive  
Housing

**FRANKLIN PARK PD**  
Police Station

**HOFFMAN ESTATES**  
Police Station  
Fire Station No. 24

**LOUDON COUNTY**  
Middleburg VFS

**MT. PROSPECT FIRE DEPARTMENT**  
Fire Station No. 14

**ORLAND PARK**  
Police Station

**SKOKIE POLICE**  
Police Station

**FAIRFAX COUNTY \*\*\***  
West Annandale Volunteer Fire  
Station No. 23

## LEED SILVER

**DISTRICT OF COLUMBIA**  
Engine Company No. 16

**ELMHURST FIRE DEPARTMENT**  
Fire Station No. 2

**FAIRFAX COUNTY**  
Bailey's Crossroads Volunteer  
Fire Station

**MONTGOMERY COUNTY**  
Public Safety Training Academy

**CITY OF OAKBROOK TERRACE**  
Public Services Facility

**UNIVERSITY OF ILLINOIS  
AT URBANA-CHAMPAIGN**  
Fire Service Institute

**FAIRFAX COUNTY \*\***  
Reston Fire Station No. 25

**FAIRFAX COUNTY \***  
Lorton Volunteer Fire Station

**LOUDOUN COUNTY |  
LOVETTSVILLE VOLUNTEER FD \***  
Loudoun County Fire and Rescue  
Company 12

**ARLINGTON COUNTY \***  
Arlington County Fire Station 8

## CERTIFIED

**MONTGOMERY COUNTY**  
Germantown Milestone  
Station 34

**CITY OF ALEXANDRIA**  
The Station at Potomac Yard

**LOUDOUN COUNTY**  
Kincora Safety Center

## NET ZERO ENERGY BUILDING

**RIVER TRAILS SD 26**  
Early Learning Center



**34** LEED AP  
PROFESSIONALS

**43** LEED CERTIFIED  
PROJECTS

**3** WELL AP  
PROFESSIONALS

**1** PHIUS  
CERTIFIED NET  
ZERO PROJECT

**PHIUS CERTIFIED  
PROFESSIONAL  
(CPHC)**

\*\*\* In design for LEED Gold

\*\* LEED Silver, pending LEED Gold

\* Pending LEED Silver

**POLICE PROJECTS LEED CERTIFIED**

## OPPORTUNITIES FOR INNOVATION



For every municipal agency we work with, we believe there are opportunities for innovation which will enhance that Village's operations. Many innovations, large or small are derived from current and future trends in municipal design, while others are based on the quest to seek ways to improve working conditions. Some examples of opportunities for innovation are as follows:

### DESIGN FOR MODERN WORKERS AND GENERATIONAL DIFFERENCES

FGMA is continually reviewing the evolution of workspaces for the next generation of workers. Recognizing that by 2030, millennial, the hyper-connected, tech savvy generation will make up 75% of the workforce. With fewer workers available than in any previous generation, every organization will have to pay attention to the working environment they desire, which will be anything but traditional.

### RESILIENT DESIGN

Buildings are subject to acute shocks and chronic stresses - environmental, economic and social challenges. As designers of the built environment, our role includes the assessment of these risks and the incorporation of resilient design strategies to counteract them. Our goal is the creation of a resilient facility, one that can resist and recover from these shocks and stresses: a Village where the natural environment is treasured and the safety, health and well-being of its people is our paramount concern.

### RESIST THREATS & HAZARDS

Assessing potential risks and determining appropriate measures – through good design, technology and effective day-to-day operations – will bolster the resilience of communities to manmade threats and hazards. FGMA partners with our clients to anticipate, prepare for and create a better future.

### SUSTAINABLE DESIGN

Incorporating an effective and well-considered level of sustainable design in a project is a means to energy savings, increased occupant comfort and stewardship of our natural resources. FGMA recommends an approach that is attuned to each project's program, budget and overall goals.

### HEALTH & WELL BEING

Integrating mental wellness spaces into the building can also be beneficial to Village Hall employees who can be subject to traumatic experiences in dealing with the public. Spaces where staff can retreat to and collect their thoughts and feelings before jumping back into the crazy pace of the day can reduce anxiety, depression, burnout, compassion fatigue and PTSD. Through a combination of design strategies, operational procedures and behavior modification, the health and well-being of building occupants can be positively and measurably impacted. Employing WELL Building Standard™ principles, we work with our clients to determine and design the most appropriate solutions for each project's unique goals and objectives.

**PROJECT EXPERIENCE**



**CLIENT**  
Mount Prospect PD

**SIZE**  
89,869 sf

**COMPLETED**  
05/2020

**PROJECT COST**  
\$21.9M (e) \$21.8M (a)

**DELIVERY METHOD**  
Construction Management

**PROJECT TYPE**  
New

**REFERENCE**  
Mr. Mark Rysavy  
Deputy Dir of Building &  
Inspection Services  
Village of Mount Prospect  
847.818.5350  
mrysavy@mountprospect.org

# A New Police Station for the Future

## NEW POLICE HEADQUARTERS

In 2020, the Village of Mount Prospect celebrated the opening of new Police Headquarters in an FGMA-designed adaptive reuse of a vacant warehouse. The Headquarters occupies a 5.5-acre site inside a business park and adjacent to a major community thoroughfare.

**“This state-of-the-art facility will forever allow us to provide the highest level of police services to citizens of Mount Prospect. Based on the wonderful design by FGMA, and first class building by Camosy Construction along with in-house Architect Mark Rysavy, we have always known this facility was above all others.”**

- John Koziol, Police Chief  
Mount Prospect PD

Construction of the new police station followed a 2017 FGMA Space Needs Analysis of the existing police and fire department headquarters which were in an overcrowded combined facility. The new Police Headquarters is designed to serve the Village’s needs for the next 50 years with features such as flexible space for new technology needs and easily accessible wiring raceways.



**TRANSFORMING A BUILDING** A warehouse with an abundance of high-volume space and open ceilings lends itself well to adaptive reuse for a public safety building.

The front facade of the former warehouse has been radically altered. It now features a striking civic pavilion at the main entrance that adds depth to the building exterior as well as shelter from weather. The glassy facade allows natural light to flow into the building lobby and multi-purpose room.

Portions of the existing structure were removed to create space for the public entrance and plaza as well as public parking in the front and side area of the building. A fenced-in parking lot with secure access serves staff with police vehicles housed in an enclosed garage.

The interior of the Mount Prospect Police Headquarters includes welcoming space for visitors and the public as well as secure facilities for police operations.

The lobby features separate reception and records counters and a glass-walled multi-purpose room that will be used for police trainings as well as community meetings. Interview rooms for citizen reports are also located off the lobby area.

**SUPPORT FOR MODERN POLICING** Mount Prospect's Police Headquarters is designed to support 21<sup>st</sup> century policing in a safe, secure environment that provides the equipment, space and technology needed to serve the community.

Inside, wide hallways and an open break area are designed to foster a culture where communication and daily interaction occurs naturally. Police personnel are well supported by a fitness center, locker rooms, a defensive tactics training area and firing range. The locker rooms are designed for double duty as a storm shelter.

A drive thru sally port leads into the detention area with eight holding cells, a booking area and two interview rooms. The evidence processing area supports state-of-art biological, DNA and drug testing with abundant storage space, including room for large items and vehicles.



**CLIENT**  
City of St. Charles

**SIZE**  
56,021 sf

**COMPLETED**  
02/2020

**PROJECT COST**  
\$23.1M (e) \$22M (a)

**DELIVERY METHOD**  
Construction Management

**PROJECT TYPE**  
New

**REFERENCE**  
Mr. James Keegan  
Chief of Police  
2 East Main Street  
St. Charles, Illinois 60174  
630.377.4435  
jkeegan@stcharlesil.gov

# A New Home for St. Charles Police

## ST. CHARLES POLICE STATION

An abandoned shopping center was razed to build a new home for the St. Charles Police Department. Salvaged metal and bricks are included in the centrally located facility which also features limestone and painted concrete. The station is designed to welcome the community, support 21<sup>st</sup> century policing and be ready for future needs.

### A COMMUNITY PLACE

The public entrance includes a lobby, reception counter and multi-purpose room that seats 60 for training activities and community meetings.

Throughout the building, murals and historic photos evoke past eras of policing and stages of St. Charles development.

**“The City of St. Charles, our residents and staff have a modern, efficient and 21<sup>st</sup> century police facility that the entire community will use and benefit from for generations to come”**

James Keegan  
St. Charles Chief of Police



**TO PROTECT & SERVE** Offices, open space work areas, conference and interview rooms provide ample space for Investigations and Patrol teams. Each team’s space is designed to facilitate efficient work flow and communication. For example, Patrol staff work in an area with a roll call room, space for writing reports and easy access to equipment and weapon storage.

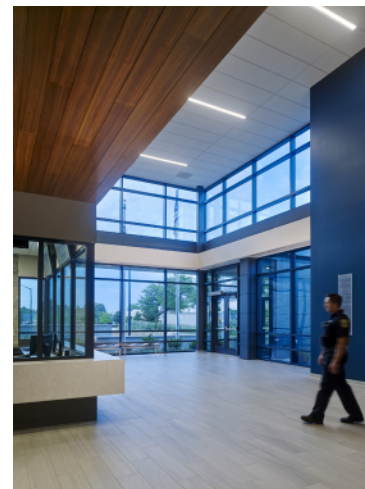
The Evidence area has an up-to-date forensics lab with equipment for fingerprint analysis and biological evidence, high-density storage racks and a garage for confiscated vehicles.

A drive-through sally port is a key feature of the Detention area which also includes 5 cells and interview rooms. A squad car garage for 30 vehicles ensures that officers can respond immediately regardless of weather conditions and that the cars will have a longer life.

The second floor of the station features office space for Police administration; conference rooms and classrooms; a small kitchen and dining area; locker rooms and a fitness area that is also used by City staff.

**FUTURE READY & SUSTAINABLE** The St. Charles Police Department is designed to meet the community’s needs for 50 years with flexibly designed space that can be easily adapted for future usage. The 6.5-acre site allows room for building additions if needed.

Portions of the station will serve as a storm shelter when needed with redundant mechanical and electrical systems. A stormwater detention system will help mitigate community flooding issues.





**CLIENT**  
Streamwood PD

**SIZE**  
68,129 sf

**COMPLETED**  
06/2017

**PROJECT COST**  
\$11.5M (e) \$11.2M (a)

**DELIVERY METHOD**  
Construction Management

**PROJECT TYPE**  
New

**REFERENCE**  
Mr. John Peterson  
Director of Community  
Development  
630.736.3843  
jpeterson@streamwood.org

# Phased Approach Strengthens Campus

## POLICE STATION, VILLAGE HALL & MEMORIAL

The Streamwood Police Department had significantly outgrown their existing station and with its poor condition, the village elected to replace it. The design of the new station was to also complement the design of the existing village hall which is located on the same municipal campus.

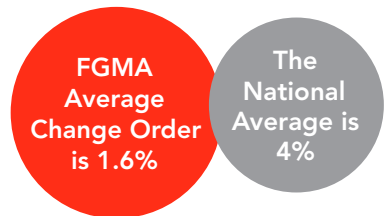
The new two-story police station was designed as part of a comprehensive re-design of the municipal campus site that also contains a village hall, veteran's memorial and community service garage. Some of the features of the station include a community / training room, large firing range and a 23-space indoor parking garage for police vehicles.

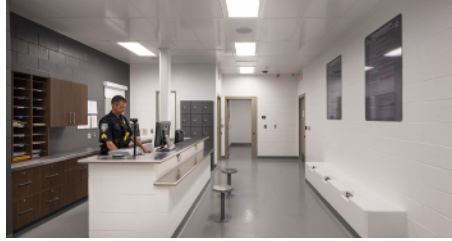
In phase one, an old police/PW garage was moved and then the eastern edge of the existing police station was torn down to make room for the new building footprint. Police Admin was relocated to their existing training room during construction. In phase two, the new compact two story + basement police station was built on their former staff parking lot. In phase three, once the police moved into their new building, the old building was torn down and the rest of the public and staff parking lots and site work was completed - including a renovation of their memorial park.

**ADDITIONAL RECENT  
FGMA POLICE PROJECTS**

	<b>DELIVERY METHOD</b>	<b>ESTIMATED / ACTUAL COST</b>	<b>CHANGE ORDER</b>	<b>CHANGE ORDER RATIONAL</b>	<b>SIZE</b>
<b>VILLAGE OF CALEDONIA, WI</b> Public Safety Building (Police & Fire) <i>NEW</i>	<b>Construction Manager at Risk</b>	\$21M (e) TBD (a)	N/A (in construction)	N/A (in construction)	52,500 sf
<b>WAUWATOSA PD, WI</b> Police Department <i>RENOVATION</i>	General Contractor	\$1.8M (e) \$1.73M (a)	5.16%	Unforeseen existing building latent conditions, existing drawings did not match under-slab condition	11,000 sf
<b>CITY OF OCONOMOWOC, WI</b> Public Safety Facility <i>NEW</i>	General Contractor	\$11.7M (e) \$10.8M (a)	0.77%	Unforeseen existing building latent conditions	40,000 sf
<b>VILLAGE OF MOUNT PROSPECT, IL</b> Police Station <i>NEW</i>	<b>Construction Manager at Risk</b>	\$21.9M (e) \$21.8M (a)	4%	Owner added scope within accelerated project timeline	89,869 sf
<b>VILLAGE OF CARY, IL</b> Police Station & Village Hall <i>PHASE 3</i>	<b>Construction Manager at Risk</b>	\$11.1M (e) \$11M (a)	0.8%	Latent structural and under-slab conditions that differed from the existing conditions drawings	22,168 sf 10,862 sf Police Area Only
<b>CITY OF MCHENRY, IL</b> Police 911 & Administration <i>REMODELING</i>	General Contractor	\$989K (e) \$1.2M (a)	1.7%	Unforeseen conditions - radio vendor adjustments	6,100 sf
<b>VILLAGE OF NEW LENOX, IL</b> Police Station <i>NEW</i>	<b>Construction Manager at Risk</b>	\$12.2M (e) \$11.5M (a)	1.7%	CM construction related	30,401 sf
<b>VILLAGE OF ST. CHARLES, IL</b> Police Station <i>NEW</i>	<b>Construction Manager at Risk</b>	\$23.1M (e) \$22M (a)	-5.49%	Unused contingency funds returned to owner	56,021 sf
<b>BENSENVILLE PD, IL</b> Police HQ <i>NEW/ADAPTIVE REUSE</i>	<b>Construction Manager at Risk</b>	\$12.1M (e) \$13.4M (a)	1.42%	Unforeseen existing building latent conditions	45,697 sf
<b>EFFINGHAM PD, IL</b> Police Station <i>NEW</i>	General Contractor	\$7.5M (e) \$6.8M (a)	-0.77%	Unused contingency funds returned to owner	24,460 sf
<b>BELLA VISTA, AR</b> Public Safety Facility	<b>Construction Manager at Risk</b>	\$18.8M (e) TBD (a)	4.9%	Owner requested water tower alternate	46,374 sf

The first step in minimizing change orders is through a comprehensive planning process that includes all the stakeholders and decision-makers.





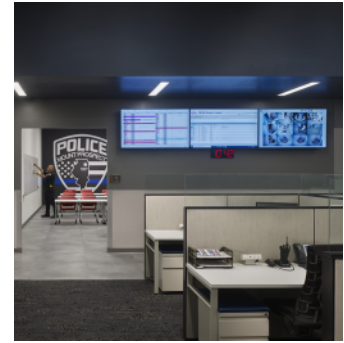
# Municipal design is unique in its power to define a community.

FGMA believes municipal architecture should command a presence and project a compelling image in your community. We understand that working with local government involves balancing the interests of elected officials with the needs of municipal staff and the demands of a community that may question the need to spend tax dollars on a capital project.





A municipal structure can not only reduce operational costs through functional efficiencies, it can also anchor a community, provide a unique gathering space and help attract the best and the brightest talent. FGMA helps our clients communicate to all stakeholders the long-term benefits of a well-executed civic capital project.



**FGMA serves as a trusted advisor to evaluate where your facilities are today and provide solutions to ultimately take your operation to the next level of excellence.**

KEY PERSONNEL

**FGMA has provided City of Fitchburg with a team of talented experts who will deliver your projects on time and on budget.**



**City of Fitchburg  
Public Works Department**

PERSONNEL	PROJECT FUNCTION	% OF INVOLVEMENT	EXPERIENCE RELATED TO THIS PROJECT
<b>Brian Wright</b> , AIA, LEED AP	Principal-in-Charge	1.99 %	Please See Resumes on Following Pages
<b>Andrew Mayo</b> , AIA	Project Manager	11.95%	
<b>Louise Kowalczyk</b> , AIA, LEED AP	Design Principal	3.98%	
<b>Brian Meade</b> , AIA, LEED AP	Public Safety & Sustainability Subject Matter Expert	5.98%	
<b>Raegan Porter</b> IIDA, NCIDQ, LEED AP ID+C	Interior Designer	3.98%	
<b>SUBCONSULTANTS</b>			
<b>Jason T. LaRosh</b> PE, LEED AP, CEA, CPMP	MEP Project Manager Ring & DuChateau, LLP	1.33%	
<b>Michael A. Bartley</b> DE, LEED GREEN ASSOC.	Senior MEP Project Engineer Ring & DuChateau, LLP	6.53%	
<b>David C. Willis</b> , PE	Structural Engineer Ambrose Engineering Inc.	1.12%	
<b>Kevin Yeska</b> , PLA, ASLA	Civil Engineer & Landscape Architect JSD Professional Services, Inc.	0.50%	
<b>Andrew Geffert</b> , PE	Senior Civil Project Engineer JSD Professional Services, Inc.	0.76%	
<b>Mark Coyle</b> , CSI CDT	Security Consultant Correct Electronics, Inc.	1%	

FGMA has a sustainability expert on staff that will provide support and oversight on all sustainability initiatives as part of this project.

*\*Percentages for additional support resources for the project are included in the cost proposal.*



## BRIAN WRIGHT, AIA, LEED AP

Principal-in-Charge

### EXPERIENCE

**CITY OF NEENAH, WI**  
Police Training Facility *NEW*

**VILLAGE OF SLINGER, WI**  
Police Station, Library & City Hall *STUDY*

**CITY OF MONONA, WI**  
Public Safety Building *FEASIBILITY STUDY*

**CITY OF OSHKOSH, WI**  
Police Station  
*FEASIBILITY & SPACE NEEDS STUDY*

**KENOSHA JOINT SERVICES, WI**  
Evidence Room *RENOVATION*

**CITY OF OCONOMOWOC, WI**  
Public Safety Facility *NEW*

**CITY OF EFFINGHAM, IL**  
Police, 911 Dispatch Center & EOC  
*STUDY & NEW*

**VILLAGE OF BENSENVILLE, IL**  
Police Station  
*FEASIBILITY & SPACE NEEDS STUDY*  
Police Station *NEW*

**VILLAGE OF PALATINE, IL**  
Police Station *NEW*

**CITY OF FARMINGTON, MO**  
Police Station *FEASIBILITY STUDY*  
Police Station *RENOVATION*

**VILLAGE OF GLEN CARBON, IL**  
Police PSAP *RENOVATION*

**VILLAGE OF GLENDALE HEIGHTS, IL**  
Police Station *NEW*

**VILLAGE OF HOFFMAN ESTATES, IL**  
Police Station *SITE & COST STUDY*  
Police Station *NEW*

### EDUCATION

M of Architecture  
University of Illinois at Chicago  
BS in Architectural Studies  
University of Illinois at Chicago

### LICENSES & CERTIFICATIONS

Registered Architect  
Wisconsin, Illinois, Texas, Missouri

### MEMBERSHIPS

American Institute of Architects  
Wisconsin Police Leadership Foundation  
Wisconsin Chiefs of Police Association



## ANDREW MAYO, AIA

Project Manager

### EXPERIENCE

**CITY OF NEENAH, WI**  
Police Training Facility *NEW*

**VILLAGE OF SLINGER, WI**  
Police Station, Library & City Hall *STUDY*

**CITY OF MONONA, WI**  
Public Safety Building *FEASIBILITY STUDY*

**CITY OF OSHKOSH, WI**  
City Hall *SPACE NEEDS ANALYSIS*  
Police Station *SPACE NEEDS ANALYSIS*  
Fire Training Facility *STUDY*

**KENOSHA JOINT SERVICES, WI**  
Evidence Room *RENOVATION*  
Shooting Range *RENOVATION*  
Public Safety Building *INTERIOR BUILDOUT\**  
Fleet Maintenance Building  
*ADAPTIVE REUSE\**

**CITY OF OCONOMOWOC, WI**  
Police Station *ADAPTIVE REUSE*

**CITY OF ALTOONA, WI**  
Police, Fire, City Hall, Library,  
Public Works & Parks *STUDY*

**VILLAGE OF COTTAGE GROVE, WI**  
Village Hall, Police/Municipal Services  
Building, Public Works Facility *STUDY*

**VILLAGE OF CALEDONIA, WI**  
Police & Fire *STUDY & NEW*

**CITY OF WAUWATOSA, WI**  
Police Department *RENOVATION*

**CITY OF BARABOO, WI\***  
Police Station & City Hall *NEW*

**CITY OF MUSKEGO, WI\***  
Police Station *NEW*

**CITY OF RACINE, WI**  
Community-Oriented  
Police Substation *STUDY*  
Public Safety Building (PD/FD)

### EDUCATION

B of Architecture  
Boston Architectural College

### LICENSES & CERTIFICATIONS

Registered Architect | Wisconsin

### MEMBERSHIPS

American Institute of Architects  
Wisconsin Police Leadership Foundation  
Wisconsin Chiefs of Police Association

*\*Project completed while Andrew was affiliated with another firm.*



## BRIAN T. MEADE, AIA, LEED AP

Vice President & Principal

“I help to strengthen communities through thoughtful design.”

Brian’s broad passion for Architecture, and the unique histories of the communities he serves, is evident across the many project types in his portfolio of experience. His designs are frequently exhibited at national conventions and symposia and his presentations, lectures and talks span a wide variety of law enforcement design topics.

### EDUCATION

M of Architecture  
University of Illinois at Urbana-Champaign

BS in Architectural Studies  
University of Illinois at Urbana-Champaign

### LICENSES & CERTIFICATIONS

Registered Architect | Illinois

### MEMBERSHIPS

American Institute of Architects

International Association of Chiefs of Police  
(Police Facilities Design Guidelines Advisory  
Committee, 2019)

Green Building Certification

\* Project completed while Brian was  
affiliated with another firm.

◇ Net Zero Project

### PROJECT ROLE

Public Safety & Sustainability Subject Matter Expert

### EXPERIENCE

**CITY OF OSHKOSH, WI**  
Police, Range, Training *STUDY*

**VILLAGE OF COTTAGE GROVE, WI**  
Village Hall, Police/Municipal  
Services Building, Public Works  
Facility *STUDY*

**CITY OF ALTOONA, WI**  
Police, Fire, City Hall, Library,  
Public Works *STUDY*

**CITY OF COUNTRYSIDE, IL\*◇**  
Police Station, City Hall *NEW*

**VILLAGE OF DOWNERS GROVE, IL**  
Police Station, Range, Village Hall,  
School District *NEW*

**VILLAGE OF CARY, IL**  
Police Station, Village Hall *NEW*

**CITY OF DEKALB, IL\***  
Police Headquarters *NEW*

**VILLAGE OF HANOVER PARK, IL\***  
Police Headquarters *NEW*

**VILLAGE OF ROMEOVILLE, IL\***  
Police, Dispatch, Fire Station No.  
1/ No. 3, Village Hall *NEW*

**VILLAGE OF GLEN ELLYN, IL\***  
Police, Village Hall *NEW / RENOVATION*

**CITY OF BELLA VISTA, AR**  
Police, Dispatch & District Court  
*NEW*

**CITY OF SPRINGDALE, AR\***  
Police, Dispatch, City Hall  
& Courts *NEW*

**CITY OF ROANOKE, TX**  
Police, Dispatch, Municipal Courts  
& Range *NEW*

**CITY OF ELGIN, TX**  
Police Station *NEW*

**CITY OF VICTORIA, TX**  
Police Dispatch and Fire Admin  
*NEW*

**CITY OF TEMPLE, TX**  
Police Training Facility *NEW*

**CITY OF AUSTIN, TX**  
Public Safety Headquarters  
*SPACE NEEDS STUDY*

**CITY OF LUBBOCK, TX\***  
Police Substation Prototype *NEW*

**CITY OF KILLEEN, TX\***  
Police Headquarters *NEW*

**CITY OF LAWTON, OK\***  
Police, Courts, Fire *NEW*



## LOUISE G. KOWALCZYK, AIA, LEED AP

Design Principal

### EXPERIENCE

**VILLAGE OF CALEDONIA, WI**  
Police & Fire *STUDY & NEW*

**CITY OF OCONOMOWOC, WI**  
Police Station *ADAPTIVE REUSE*

**CITY OF ST. CHARLES, IL**  
Police Station  
*SPACE NEEDS STUDY & SITE STUDIES*  
Police Station *NEW*

**VILLAGE OF BENSENVILLE, IL**  
Police Station  
*FEASIBILITY & SPACE NEEDS STUDY*  
Police Station *ADAPTIVE REUSE*

**CITY OF DES PLAINES, IL**  
Police Station *SPACE NEEDS ANALYSIS*  
911 Communications Center  
*EXPANSION & RENOVATION*

**CITY OF LINCOLN, IL**  
Police Department *ADAPTIVE REUSE*

**VILLAGE OF GLENDALE HEIGHTS, IL**  
Police Station *NEW*  
Civic Center *RENOVATION*

**CITY OF EFFINGHAM, IL**  
Police Station *NEW*

**VILLAGE OF GLENVIEW, IL**  
Police Station *SPACE NEEDS STUDY*  
Police Station *NEW*

**VILLAGE OF BROADVIEW, IL**  
Police Station *SPACE NEEDS STUDY*  
Village Hall and Police Station  
and 911 *ADDITION & RENOVATION*

**VILLAGE OF NEW LENOX, IL**  
Police Station *NEW*  
Police Station *ADAPTIVE REUSE*

**VILLAGE OF PALATINE, IL**  
Police Station *NEW*

### EDUCATION

BS in Architecture  
University of Illinois at Chicago

### LICENSES & CERTIFICATIONS

Registered Architect | Illinois

### MEMBERSHIPS

American Institute of Architects  
Illinois Park and Recreation Association  
Northern Suburban Association of  
Chiefs of Police  
U.S. Green Building Council  
APWA Illinois



## RAEGAN PORTER, IIDA, NCIDQ, LEED AP ID+C

Interior Designer

### EXPERIENCE

**VILLAGE OF CALEDONIA, WI**  
Police & Fire *STUDY & NEW*

**CITY OF NEENAH, WI**  
Training Facility & Garage *NEW*

**CITY OF OCONOMOWOC, WI**  
Police Station *ADAPTIVE REUSE*

**CITY OF WAUWATOSA, WI**  
Police Department *RENOVATION*

**VILLAGE OF ADDISON, IL**  
911 Communication Center *NEW*

**VILLAGE OF BENSENVILLE, IL**  
Police Station  
*FEASIBILITY & SPACE NEEDS STUDY*  
Police Station *NEW*

**VILLAGE OF BROADVIEW, IL**  
Police Station *SPACE NEEDS STUDY*  
Village Hall and Police Station and  
911 *ADDITION & RENOVATION*

**CITY OF DES PLAINES, IL**  
Police Station *ADDITION & RENOVATION*

**CITY OF EFFINGHAM, IL**  
Police, 911 Dispatch Center &  
Emergency Operations Center *NEW*

**LAKE COUNTY, IL**  
Lake County Consolidated Public  
Safety Facility *NEW*

**CITY OF MCHENRY, IL**  
Police 911 Communication  
Center & Administration *RENOVATION*

**VILLAGE OF MOUNT PROSPECT, IL**  
Police, EOC, Fire & Public Works  
*FACILITIES STUDY*  
Police & Fire Department  
*SPACE NEEDS STUDY*

**VILLAGE OF NEW LENOX, IL**  
Police Station *NEW*

### EDUCATION

BA in Interior Architecture  
Columbia College Chicago

### LICENSES & CERTIFICATIONS

Interior Designer | Illinois

### MEMBERSHIPS

International Interior Design Association  
Board Member National Council for  
Interior Design Qualification  
U.S. Green Building Council

### THOUGHT LEADERSHIP

Presentation at 2019 SSD Conference



**JASON T. LAROSH, PE, LEED AP, CEA, CPMP**  
MEP Project Manager | Ring & DuChateau, LLP

**EXPERIENCE**

**EDUCATION**

MBA in Architectural Engineering  
University of Wisconsin-Madison

BS in Architectural Engineering  
Milwaukee School of Engineering

**LICENSES & CERTIFICATIONS**

Professional Engineer  
Wisconsin, Alabama, Colorado,  
Florida, Illinois, Indiana,  
Massachusetts, New York, Tennessee

**CITY OF WAUKESHA, WI**

EOC and City Hall *NEW*

**TOWN OF BELOIT, WI**

Police Station *NEW*

**CITY OF MILTON, WI**

Police Department and City Hall  
*RENOVATION & ADDITION*

**CITY OF MADISON, WI**

Police Training Facility and Firing Range  
*RENOVATION & ADDITION*

**WAUKESHA COUNTY, WI**

Administration Building *REMODEL*  
County Jail *AHU UPGRADE / SOLAR HOT  
WATER HEATING SYSTEM*

**FRANKLIN FIRE DEPARTMENT, WI**

Fire Station No. 3 *NEW*

**MADISON FIRE DEPARTMENT, WI**

Fire Station No. 13 *NEW*

**DARIEN FIRE DEPARTMENT, WI**

Fire Station *NEW*



**MICHAEL A. BARTLEY, DE, LEED GREEN ASSOC.**  
Senior MEP Project Engineer | Ring & DuChateau, LLP

**EXPERIENCE**

**EDUCATION**

AS in Architectural Technology  
Milwaukee Area Technical College

**LICENSES & CERTIFICATIONS**

Registered Designer of Engineering  
Systems HVAC | Wisconsin

LEED Green Associate

**WAUKESHA COUNTY, WI**

Administration Building *REMODEL*  
County Jail *AHU UPGRADE*  
Juvenile Detention Center  
*BOILER REPLACEMENT*

**WISCONSIN DEPARTMENT  
OF TRANSPORTATION, WI**

Intermodal Station *HVAC UPGRADES*

**MILWAUKEE DEPARTMENT  
OF PUBLIC WORKS, WI**

Lincoln Avenue Garage *HVAC UPGRADES*

**CVTC MANUFACTURING,  
EMERGENCY SERVICE AND  
TECHNOLOGY CENTER, WI**

Emergency Service Education Center  
*ADDITION, EXPANSION & REMODELING*  
Transportation Education Center *NEW*



**DAVID C. WILLIS, PE**  
Structural Engineer | Ambrose Engineering Inc.

**EXPERIENCE**

**EDUCATION**

MS in Structural Engineering  
Milwaukee School of Engineering

BS in Architectural Engineering  
Milwaukee School of Engineering

**LICENSES & CERTIFICATIONS**

Professional Engineer | Wisconsin,  
Alabama, Colorado, Delaware, Iowa,  
Kentucky, Maryland, Ohio, Virginia

**VILLAGE OF MT. PLEASANT, WI**

Police Department Shooting Range  
Village Hall & Police Department

**VILLAGE OF CALEDONIA, WI**

Fire & Police *STUDY & NEW*

**CITY OF WAUWATOSA, WI**

Police Department *RENOVATION*

**VILLAGE OF DEFOREST, WI**

Police Department *ADDITION*  
Village Hall *ADDITION*

**DELAVAN FIRE DEPARTMENT, WI**

Fire Station

**KEWAUNEE COUNTY, WI**

County Courthouse  
*ADDITION & RENOVATION*

**CITY OF MADISON, WI**

Water Utility Storage Building

**WAUPACA COUNTY, WI**

Highway Facility



## KEVIN YESKA, PLA, ASLA

Civil Engineer & Landscape Architect | JSD Professional Services, Inc.

### EXPERIENCE

#### CITY OF MONONA, WI

Public Safety Building *FEASIBILITY STUDY*

#### DANE COUNTY, WI

Sheriff's Precinct *NEW*

#### MADISON YARDS MIXED-USE DEVELOPMENT, WI

#### VILLAGE ON PARK AND URBAN LEAGUE HUB, WI

#### JUNEAU COUNTY HEALTH AND

#### HUMAN SERVICES, WI

#### COLUMBUS HOSPITAL, WI

Hospital Expansion

#### NOVATION CAMPUS, WI

Artisan Village Apartments *NEW*

#### UNION CORNERS, WI

Mixed-Use Development *NEW*

#### VERONA AREA

SCHOOL DISTRICT, WI

#### EDUCATION

BS in Landscape Architecture  
University of Wisconsin-Madison

#### LICENSES & CERTIFICATIONS

Professional Landscape Architect  
Wisconsin



## ANDREW GEFFERT, PE

Senior Civil Project Engineer | JSD Professional Services, Inc.

### EXPERIENCE

#### CITY OF MONONA, WI

Public Safety Building *FEASIBILITY STUDY*

#### MADISON YARDS, WI

#### WISCONSIN YOUTH SYMPHONY ORCHESTRA, WI

#### URBAN LEAGUE HUB, WI

#### TAYLOR, COUNTY WI\*

Brunner Gravel Pit *NEW*

#### BRATTLEBORO, VT\*

Ehrmann Commonwealth Dairy  
Factory *NEW*

#### WESTMORELAND, NH\*

River Road Gravel Pit *EXPANSION,*

#### RACINE COUNTY, WI\*

Pritchard Park Football Stadium *NEW*

#### COTTAGE GROVE SD, WI\*

Granite Ridge Elementary School *NEW*

#### EDUCATION

MS in Environmental Engineering  
Michigan Technological University

#### LICENSES & CERTIFICATIONS

Professional Engineer  
Wisconsin, North Dakota, Michigan,  
Oregon



## MARK COYLE, CSI CDT

Security Consultant | Correct Electronics, Inc.

### EXPERIENCE

#### CITY OF OCONOMOWOC, WI

Police Station *ADAPTIVE REUSE*

#### VILLAGE OF CALEDONIA, WI

Fire & Police *NEW*

#### FRANKLIN COUNTY, MO

Public Safety Facility  
*ADDITION & RENOVATION*

#### VILLAGE OF FRANKLIN PARK, IL

Police Station *NEW*

#### ELK GROVE VILLAGE, IL

Administration & Public Safety  
Complex (VH/PD/FD)  
*NEW & RENOVATION*

#### VILLAGE OF HOFFMAN ESTATES, IL

Police Station *NEW*

#### CITY OF AURORA, IL

Police Station *NEW*

#### VILLAGE OF BENSENVILLE, IL

Police Station *NEW*

## PROJECT APPROACH

FGMA's design process starts with listening. Tell us your expectations and we'll make sure that they are realized. Our commitment to every client is that our work is focused solely on meeting your needs from the planning phase through completion.

## DESIGN APPROACH

The FGMA approach is founded on our ability to understand and translate our client's needs through a proven participatory design process. This approach has resulted in FGMA's reputation for understanding how to meet a community's needs – now and for future generations.

The FGMA participatory design process engages all stakeholders - boards of trustees, administration, staff, consultants, neighborhood and community groups– to build the consensus that sets a project's direction. This process involves workshops and brainstorming sessions that elicit a wealth of ideas. Based on these sessions, our teams will propose design options and elicit feedback. A participatory design process is iterative; its success is rooted in the wealth of knowledge and experience the FGMA design team brings as well as our ability to understand a community's needs.

FGMA's design process is aligned to each client's available budget. From design through construction, our team works hand-in-hand with clients to ensure that every question is being answered, all concerns are addressed and most important, the final result is exactly what you envisioned at the beginning.

### ***We Build Community***

## DESIGN & CONSTRUCTION ADMINISTRATION APPROACH

FGMA believes it is our responsibility to lead the Fitchburg PD through this project as your trusted advisor. We will accomplish this by providing guidance and utilizing our knowledge of Police Department and Municipal Court facility design to meet your goals. To be successful and meet the agreed-upon timeframe, we recommend a clear and sequenced approach. Please note, the sequence outlined below represents our recommendation for the tasks to be completed from planning and design through project close-out.

### **PROGRAMMING SERVICES (Scope, Cost & Schedule)**

#### **PROJECT KICK-OFF MEETING**

- Develop work plan
- Identify the "Why" for the project
- Discuss priorities
- Establish stakeholders and user groups for engagement
- Discuss schedule

#### **SUSTAINABLE DESIGN ALIGNMENT MEETING**

- Workshop to establish high performance and operational priorities
- Set long term performance objectives

- Set energy & water benchmarks
- Work in partnership to document Owner's Project Requirements

#### **PROGRAMMING**

- Space Needs Analysis
- Engagement workshops and interviews to identify scope and priorities
- Site Analysis & Evaluation
- Space allocation and preliminary building systems recommendations
- Code Compliance Assessment
- Master Project Schedule
- Preliminary meetings with Building Official / Authorities Having Jurisdiction (AHJs), Architectural Review Board (ARB), etc.
- Adjacency / proof of concept diagrams
- Budget validation / Preliminary Cost Opinion
- Owner review and approval
- Evaluate site and context
- Assess micro and macro climate conditions

## **DESIGN AND CONSTRUCTION SERVICES (Implementation)**

### **SCHEMATIC DESIGN PHASE**

- Regular meetings with Client
- Program verification Site and building drawings to a schematic level
- Conceptual renderings and 3-D views to convey ideas
- Interior finish material narrative
- Preliminary building systems selections
- List of anticipated specifications
- Meetings with AHJs and ARB
- Cost Opinion
- Internal QA/QC of Schematic Design Set
- Owner review and approval
- Conceptual design modeling
- Provide recommendations to improve energy performance
- Optimize building shape, form, volume, and location on the site

### **DESIGN DEVELOPMENT PHASE**

- Regular meetings with Client
- Site and building drawings to a design development level
- 3-D views to convey ideas
- Final exterior material selections
- Final interior finish material / furniture selections
- Building system incorporation / coordination
- Preliminary specifications
- Updated Cost Opinion
- Internal QA/QC of Design Development Set
- Owner review and approval
- Refined building simulation modeling including load reduction and HVAC system selection
- Plumbing benchmark check
- Optimize building envelope attributes
- Daylight modeling

### **CONSTRUCTION DOCUMENT PHASE**

- Regular meetings with Client
- Final renderings (if desired)
- Completion of construction / permit documents
- Final specifications
- Updated cost opinion
- Final QA/QC of Construction Document / Permit Set
- Owner review and approval
- Construction team sustainability orientation meeting

- Change order modeling, as required
- Commissioning

### **BIDDING & NEGOTIATION**

- Permitting Submittal
- Bid Solicitation
- Bidding Phase Facilitation
- Bidder Evaluations & Interviews

### **CONSTRUCTION ADMINISTRATION PHASE**

- Client advocate during the CA phase
- Response to Contractor RFIs
- Shop Drawing / Submittal Review
- Site visits and OAC meeting attendance
- Review and certification of monthly payment applications
- Issuance of RFI responses, Proposal Requests, Change Orders, ASI's, etc.
- Conduct punch lists
- Close-Out Documentation

### **POST-CONSTRUCTION SERVICES**

- 10-month post occupancy walk through and design interview

### **PROVISION OF SERVICES**

In total, the two phases of services by FGMA would include:

#### **PRE-DESIGN**

- Architecture
- Interior Design
- Furniture Design and Procurement Assistance

#### **SERVICES TO BE PROVIDED BY FGMA'S CONSULTANTS INCLUDES:**

- Civil Engineering
- Structural Engineering
- Mechanical Engineering
- Electrical Engineering
- Plumbing Engineering
- Fire Protection Engineering
- Security and Surveillance Consulting / Design
- Audio/Visual Consulting / Design
- Landscape Design
- Cost Estimation Consulting



## PROPOSED SCHEDULE

February 15, 2023 Submit Qualifications	
A/E Contract Executed	April 3, 2023
Kick-Off Meeting*	Week 1
Scope Verification and Programming*	Weeks 1-2
Existing Facility Inventory and Review*	Weeks 2-4
Conceptual Design – New Police Facility <i>Includes Comparative Budgets for All Options</i>	Weeks 4-8
<b>Present to Owner for Approval**</b>	<b>Week 9 / June 2023</b>
Assist in Construction Manager Selection	Weeks 10-14
Schematic Design (SD) Phase	Weeks 10-22
Meet with Owner Stakeholders*	Throughout
Generate SD Opinion of Project Cost	Weeks 22-23
<b>Present to Owner / Council for Approval**</b>	<b>Week 24 / September 2023</b>
Design Development (DD) Phase	Weeks 25-34
Meet with Owner Stakeholders*	Throughout
Generate DD Opinion of Probable Cost	Weeks 34-35
<b>Present to Owner for Approval**</b>	<b>Week 36 / December 2023</b>
Construction Documents (CD) Phase	Weeks 37-52
Meet with Owner Stakeholders*	Throughout
Generate CD Project Cost Estimate	Weeks 52-53
<b>Present to Council for Final Approval**</b>	<b>Week 54 / April 2024</b>
Solicit Competitive Construction Bids	Weeks 55-58
Construction Contracts	Weeks 58-59
Constructor Mobilizes to Site / Construction	Week 60
Construction Administration Support	Throughout
Finalize Design for Furniture and Procure	Weeks 62-70
Construction Substantially Complete	15-18 months
<b>Owner Move-In / Facility In-Service</b>	<b>September 2025</b>
10-Month Post-Occupancy Survey	July 2026

\*Staff meetings    \*\*Committee Presentations



## PUBLIC INPUT PROCESS

Team building is an essential component to the entire design and construction process.

A component of team building that we employ is to unify and motivate all of our architects and consultants to your goals and objectives. Before any sketch is generated or any line is drawn, our team will engage in a thorough project planning process which includes the development of schedule milestones.

Our ability to listen enables us to have a clear understanding of our client's unique needs, desires and challenges. These factors—combined with the unique qualities of each facility or site—have led us to propose design concepts that are very different from each other and that our clients have helped us to design. We will promote an interactive, collaborative process with all stakeholders who will use and support the projects to be undertaken.

The FGMA team uses face-to-face interaction as its primary means of communication, with video and teleconferences as a secondary means of moving the project forward. Our designers will use sketches, drawings and other visual materials to communicate their designs, including the latest computer-generated, 3D imaging software to quickly and accurately convey design options and test solutions.

We will also utilize Building Information Modeling (BIM) software to prepare the design documents.

We will discuss options for utilizing the BIM model for facility management purposes with the City of Fitchburg and the Fitchburg Police Department in order to understand how the design model might be adapted to the Department best and most efficient use.

Our approach to communication is established at the onset of the project and is monitored and controlled throughout the remaining phases. Responses and direction from the City's stakeholders are requested on a continuing basis to ensure that the design meets your needs. The FGMA team is particularly experienced and skilled in working with numerous and possibly conflicting interests to achieve consensus and direction.

This participatory process involves all stakeholders and takes the following distinct forms:

- Workshops: brainstorming sessions designed to get everyone's ideas on the table and begin to evaluate various alternatives as they develop
- Meetings / Interviews: to elicit information or feedback in specific areas
- Review and approval procedures: to finalize decisions
- Community Engagement: This project is an opportunity to fully engage the community and use the design process for input on the facilities

## CONSENSUS BUILDING

Although all our projects require some amount of consensus building, there is not a single method that works for every institution. We begin with listening to our clients and better understanding the project's vision and its specific goals and objectives. With the end in mind, we then seek to understand the decision-making process.

The FGMA is committed to meeting the needs of the City of Fitchburg and the community. Our entire project approach is built upon fulfilling the objectives and program within the budget and schedule.

This approach is established at the onset of the project in programming and is monitored and controlled throughout the successive phases of the project. Responses from the City are requested on a continuing basis to ensure compliance with your needs. FGMA is particularly experienced and skilled in working with numerous and seemingly conflicting interests to achieve consensus direction.

FGMA understands this project for a new Police Services Facility will rely on several critical skill sets by the Design Team which would be chosen to stand alongside the District.

1. The familiarity and experience the proposed design team brings to the table with respect to public safety facilities. What this means for the City of Fitchburg is that we – FGMA and our proposed engineering and site design partners – have seen and dealt with a wide array of challenges when it comes to police facility design and construction, and we have a deep playbook to refer to when we are confronted with new design and renovation/modernization obstacles. The result of this profound background is that we are not ‘generalists,’ and we are not ‘learning on the job’ – rather, we are a team of specialists, dedicated to your mission, and are able to immediately apply decades of experience and hundreds of projects worth of past practice to our public safety clients. We bring to bear savvy problem solving and knowledge of fire fighter safety and operations to the designs and systems that we recommend for you to consider, and we see the things that other architects and engineers miss.
2. We understand the dynamics of an agency that has a structure and a firm chain of command, but which is also essentially a big family, with its own unique culture, traditions and expectations. **We have found that it is absolutely critical for police service work to be consensus-based, and for the end users to feel as though they have been consulted and listened to in the decision making that drives the work.** Even for a capital upgrades and code-mandated improvements scope as may be undertaken by City of Fitchburg at its new Police Services Facility, it will be essential to bring representatives of the Department into the conversation and to have their buy-in to the final product.

3. Equally important, is FGMA's ability to interface with and engage the public at large. It is part and parcel to all police work that the tax paying public feel that their tax dollars are being utilized wisely. To do this effectively, the designs generated and the details constructed must not only appear to be economical, durable, and straightforward, but often there is value to engaging with the public, to communicate and ensure that the impact of the project will be as intended, and positive.

**We have a great deal of experience interfacing with and taking in feedback from certain constituencies which are part of nearly all public safety projects: neighbors, other members of the community, police officer families, city officials/building plan review personnel, peer agencies such as local law enforcement, unions, and the press;** we have been successful in filtering this feedback and then making sure to allow it to integrate into the design and construction phases of our client's work. This effort pays measurable dividends, by resulting in a bridge between a Police Department and their tax-paying constituents.





## What is Goal of the Community Engagement Process?

The community engagement process is a series of open town hall style meetings designed to solicit active input from the diverse members and groups within your community. The series includes:

- Forum 1: Create a Vision
- Forum 2: Create a Program
- Forum 3: Create a Concept

It is also an open on-line process where the materials from each forum are placed on the website and questions are posed to solicit broad community participation.

Each forum and its participants are as unique as your project. Our process generates the necessary input in a timely fashion to make meaningful progress for the project's design.

## WHO SHOULD PARTICIPATE?

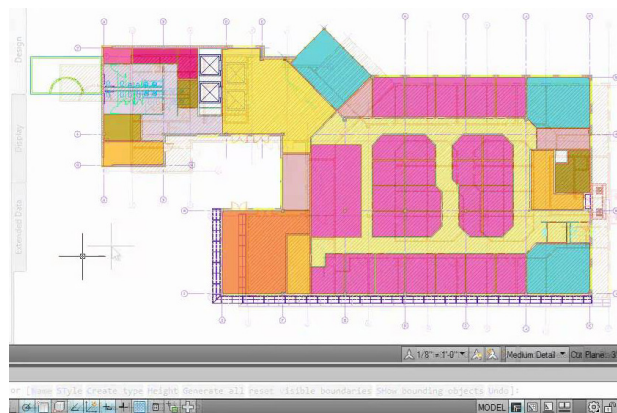
The community engagement participants are unique to each Client. FGMA together with the City and Police Department leadership will create an invitation list. Almost any individual or group that is a stakeholder in your City is welcome. Participants always include the staff and administration. But much broader community participation is strongly encouraged.

## HOW MUCH DOES THIS COST?

FGMA performs the community engagement process as a part of our standard architectural services. We have customized our work efforts to mesh with the community engagement process. This seamlessly integrates the community engagement process' participatory design process into the architectural process.

## WHAT ARE THE BENEFITS?

The community engagement process gathers information and community input quickly and efficiently in a fun and exciting manner. Not only does each individual contribute, but the group interaction generates ideas and camaraderie from people who have never met before.



# The cost of the building over its lifetime

Life Cycle Cost Analysis (LCCA) is an approach to building design that analyzes not just the first costs to design and build a facility and bring it on operationally, but also reviews all potential costs of the facility throughout its lifetime.

## WHAT IS THE DIFFERENCE BETWEEN LCCA AND TRADITIONAL BUILDING DESIGN?

### TRADITIONAL DESIGN

Traditional design develops a program and design and cost estimates of the design and construction are developed (first costs).

Example: The life-cycle for a new building constructed in 2021 is estimated to be 40 years. In 40 years, the building has reached the end of its useful life and will require a major renovation or more likely, replacement.

Using the traditional approach to design, by the end of the building's useful life, the building will have COST more than 2x the initial cost of design of construction (first costs). The other costs that doubled the overall building lifetime cost include utilities, service, maintenance, repairs, and systems replacements and upgrades.

### LCCA APPROACH

Through the use of Life Cycle Cost Analysis, architects and engineers complete extensive research to map out the lifetime of costs and make decisions to REDUCE the overall lifetime costs of the building. Extensive research and analysis of the building's overall life cycle is conducted and decisions about the building are made to reduce the overall lifetime cost of the building.

Using a life cycle approach to design could mean that the overall LIFETIME cost of the facility referenced could be reduced to \$50M. The first costs may be higher to accommodate higher first costs of systems and materials, but the overall lifetime costs will likely be reduced using a LCCA approach.

## WHEN TO USE THE LCCA APPROACH

### NEW CONSTRUCTION

When making a significant investment in a new building, it may be wise to incorporate LCCA into the design process. The building will serve multiple generations and there may be significant savings to the City over the life of the building. First costs may be increased to account for analysis and materials and systems that may have higher first costs. It is important to review the LIFETIME costs when making decisions. The City may be able to save \$10M in taxpayer money over the lifetime of a new facility utilizing an LCCA approach.

### RENOVATION

Buildings that are older or nearing the end of their useful life are also excellent candidates for LCCA. A thorough analysis of systems and all associated costs as well as the functionality of the facility will help the City make well-informed decisions about whether to proceed with a major renovation or if the lifetime costs indicate that there is better value to replace the facility.





## CONSTRUCTION MANAGEMENT EXPERIENCE

# FGMA works with our clients to determine the most effective project delivery methods.

Our team has been involved with a range of implementation methods for design and construction, including those supported by an owner's Construction Manager.

FGMA believes it is important to have timely constructability and costing input which is critical in maintaining budgets and schedule. Our experience with the delivery methods does not indicate that one particular method is right for every project, but rather each project must be reviewed and evaluated to determine the best delivery method based on the complexity of the work and the schedule.

Our experience has shown us that large scale projects that include major renovations and additions or new construction generally benefit from the CM delivery method. The CM method provides value when there are more complex issues to be addressed or significant schedule constraints. When the costs associated with the project are larger, the CM delivery method may also result in cost savings. CM delivery also provides early input from a construction professional. During the design phase, milestone document reviews and timely pricing input are important to maintaining budgets and schedules.

By becoming part of the team early, the Construction Manager can add value to the design process through with cost estimating, constructability reviews, phasing and material selection.

Smaller, less complex renovation and maintenance projects benefit from the standard design-bid-build method. This approach offers competitive bidding and a single point of responsibility for construction, without the added layer of management and cost of a CM. In this scenario, a cost consultant can be considered during the design phases to estimate the costs with an understanding of current market pricing.

FGMA has developed strong relationships with many of the local construction managers and general contractors and both delivery methods can be successful when all parties to work together as a team.



# We Build Community



**SUBMITTED BY**

**BRIAN WRIGHT**

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219 North Milwaukee Street, Suite 325  
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**SUBMITTED TO**

**PAUL Q. WOODARD, P.E.**

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5520 Lacy Road  
Fitchburg, Wisconsin 53711

fgma

# CITY OF FITCHBURG

Professional Services for the City of Fitchburg Police Services Facility  
February 15, 2023

## VOLUME II: COST ORIGINAL



**FGMA**ARCHITECTS

# FGMA ARCHITECTS

Proposal for

Architectural / Engineering Design Services

for

**City of Fitchburg**  
**New Police Services Facility**  
Fitchburg, Wisconsin

Submitted to:

**City of Fitchburg**  
**Public Works Department**  
**Paul Woodard, PE**  
**Senior Engineer**  
Fitchburg City Hall  
5520 Lacy Road  
Fitchburg, WI 53711

By:

**FGM ARCHITECTS INC.**  
219 North Milwaukee Street, Suite 325  
Milwaukee, WI 53202

February 15, 2023

## 1.0 SCOPE OF PROJECT

We understand that The City of Fitchburg intends to build a New Police Services Facility located at the Northeast corner of Lacy Road and Fish Hatchery Road (CTH D) adjacent to the City Hall campus. The City completed a study in 2015 which estimated the preliminary construction budget at \$19,800,000 with a building floor area of 80,000 SF. This fee proposal assumes a 78,000 SF building as noted in the RFP, with a construction budget of \$30,000,000 based on the current construction bid climate.

The scope of services to be provided include architect/engineering services for the design and construction of the proposed New Police Services Center, include architecture, structural, civil, survey, landscape, mechanical, electrical, plumbing, fire protection, low voltage infrastructure, and security system designs. The City will provide, under separate contract, geotechnical engineering and soils investigation, which FGMA will assist in coordinating.

- 1.0.1 The City of Fitchburg, hereinafter referred to as the City or the Owner, intends to build a New Police Services Facility.
- 1.0.2 The project is anticipated to begin in April 2023. It is estimated that construction will begin in June 2024 with construction substantial completion in September 2025.
- 1.0.3 The Permitting Authority for the project will be through The City of Fitchburg, with Wisconsin DSPS performing the plan review, and the City acting as AHJ.
- 1.0.4 The proposed site is owned by the City.
- 1.0.5 This project will be designed in pursuit of green building methods, but not necessarily a LEED Certified project. LEED Design & Certification is not included in the lump sum fee.
- 1.0.6 The project delivery method will be Construction Manager at Risk with the City contracting directly with a qualified CM.

## 2.0 SCOPE OF ARCHITECT'S SERVICES – POLICE DEPARTMENT ADDITION

FGM Architects Inc., hereinafter referred to as FGMA or Architect, shall provide the following professional Architectural services for the Project:

### 2.1 Schematic Design Phase

- 2.1.1 Architectural and Engineering Schematic Design Phase services for the addition. This will include schematic site design, plans, building elevations, and engineering narratives for mechanical, electrical, plumbing, and fire protection systems.
- 2.1.2 FGMA will work with the Civil Engineer to verify existing site conditions, including all utilities to be impacted during this project.
- 2.1.3 FGMA will assist the Civil Engineer to determine stormwater requirements.
- 2.1.4 FGMA will develop a Schematic Design package for the CM to prepare a cost estimate at the end of the phase.

### 2.2 Design Development Phase

- 2.2.1 Upon approval of the Schematic Design, FGMA shall proceed into the Design Development Phase for the addition. This will include Design Development site design, plans, building elevations, details, preliminary engineering designs for mechanical, electrical, plumbing, and fire protection systems, and outline specifications. At the end of this phase, the drawings and other documents will fix and describe the size and character of the scope of work.
- 2.2.2 Design Development work will also include low voltage infrastructure, security, and audio-visual system design.
- 2.2.3 Building wayfinding signage and graphics are included as part of the design work.
- 2.2.4 FGMA will provide space planning, general office furniture locations and coordinate utility requirements, including low voltage cabling and power.

- 2.2.5 Meetings with the City for their review process are included in this phase.
- 2.2.7 FGMA will develop a Design Development package for the CM to prepare a cost estimate at the end of the phase.
- 2.3 Construction Document Phase
  - 2.3.1 Upon approval of the Design Development Phase, FGMA shall prepare complete Construction Documents for the Project. The Construction Documents shall consist of complete Contract Drawings, Specifications, and other necessary documents as required to secure a building permit for the Project and proceed with the Bidding and Negotiation Phase for the Project. We have assumed the project will be bid in one phase and not in multiple packages at different times.
  - 2.3.2 Contract Documents prepared by FGMA shall include Architectural, Structural, Landscape, Mechanical, Electrical, Plumbing, and Fire Protection design services. Low Voltage infrastructure, security, and audio-visual contract documents are also included in this phase.
  - 2.3.3 Bidding and contract legal requirements will be provided by the City.
  - 2.3.4 FGMA will develop a 95% Construction Documents package for the CM to prepare a final cost estimate prior to bidding.
  - 2.3.5 FGMA shall assist the Owner in filing the required documents for approval of municipal and state authorities having jurisdiction over the project.
- 2.4 Bidding and Negotiation Phase
  - 2.4.1 FGMA shall assist the Owner and CM in soliciting and reviewing bids from Contractors as required. FGMA will provide bidding documents to the CM for scoping and distribution.
  - 2.4.2 Attend Pre-Bid meeting.
  - 2.4.3 Respond to questions and provide clarifications to bidders, and issue Addenda as required for issuance to bidders.
  - 2.4.4 Attend Bid Opening.
  - 2.4.5 Assist City & CM in Bid evaluation. Review scoping questions from the CM as required.
  - 2.4.8 Incorporate all Addenda and adjustments to the contract documents to create an "Issue for Construction" set.
- 2.5 Contract Administration Services
  - 2.5.1 FGMA shall assist with the administration of construction contracts including shop drawing and other submittal review as required (up to 2 reviews of each shop drawing & submittal included), and review of payment applications.
  - 2.5.2 Attend an average of one On-Site Owner/Architect/Contractor (OAC) meetings in combination with On-Site Observation visit every other week to monitor Construction Phase activities for general conformance with Construction Documents. We have included a total of (42) meetings in our proposal (Assuming construction will take 15-18 months (39) meetings, plus (3) additional meetings for weekly meetings during critical construction periods and any miscellaneous meeting required. FGMA will also prepare and distribute reports of site observations.
  - 2.5.3 Participate in pre-construction and pre-installation meetings as required.
  - 2.5.4 Provide assistance to the Contractor during initial start-up, testing, adjustment, balancing and commissioning of the building systems.
  - 2.5.5 Building mechanical system commissioning as required by building code can be provided as an optional additional service.
  - 2.5.6 Prepare Punch-List and related follow-up of same. We have included two (2) meetings for preparation of punch-list and two (2) punch-list follow up meetings.
- 2.6 Project Closeout Phase
  - 2.6.1 FGMA shall review the final operation and maintenance manuals, warranties, and other closeout documents provided by the CM.

- 2.6.3 Provide assistance to the Owner for warranty issues as required.
- 2.6.4 Conduct a post-construction 10 month walk-thru with the Owner and Construction Manager to review building for warranty items.
- 2.7 Consultants
  - 2.7.1 FGMA has included in our fee the services of the following consultants:
    - .1 Structural Engineering
    - .2 MEP, FP, Low Voltage Structured Cabling System Design, and AV Consulting
    - .3 Civil Engineering, Survey & Landscape Architecture
    - .4 Security & Access Control systems designIn addition to architecture, FGMA will provide interior design and furniture design services in-house.
  - 2.7.2 Geotechnical explorations, material testing, environmental engineering, hazardous waste engineering, and traffic engineering services are not included in our proposal.
- 2.8 Assumptions
  - 2.8.1 Survey
    - .1 The Client will provide a copy of current title report for the property.
    - .2 The Survey will include the boundary of the property and will include utilities, the adjacent roadway, surficial features, ground elevations, and significant trees.
    - .3 The Horizontal datum will be referenced to the Wisconsin County Coordinate System and the North American Vertical Datum - 1988 (NAVD-88).
    - .4 Upon completion of the Survey, a copy of the survey map will be filed at the County Surveyor's office in compliance with Wisconsin Administrative Code 59.45.
    - .5 Architect is not responsible for the discovery of anything that is not directly observable while performing the Survey.
  - 2.8.2 Civil & Landscape Design
    - .1 Adequately sized and permitted sanitary sewer, storm sewer, and water main are available to and adjacent to the site.
    - .2 Changes to project phasing will require a re-evaluation of this proposal.
    - .3 Client/Contractor will be responsible for obtaining all necessary permits for sitework and utility connections other than those listed in the scope of work.
    - .4 General specification notes for utilities will be included on the Detail and Notes Sheet along with applicable construction details. Specifications will be referenced to the "Standard Specifications for Sewer and Water Construction in Wisconsin" and City of Fitchburg "Standard Specifications".
    - .5 While JSD attempts to provide a cost-effective approach to balance earthwork, grading design is based upon many factors, including safety, aesthetics, and common engineering standard of care. Therefore, no guarantee can be made for a balanced site.
    - .6 Engineering design is based upon favorable sub-surface conditions. JSD assumes the project geotechnical consultant will provide soil profile descriptions in accordance with the descriptive procedures, terminology, and interpretations found in the Field Book for Describing and Sampling Soils, USDA, NRCS, 1998 as well as the hydraulic application rate for each sampling location in order to design infiltration practices to meet applicable municipal or exempt the site from infiltration requirements, county, and state requirements. We also assume that the existing bedrock is not directly (1-3 feet) below the surface. JSD recommends that a sub-surface investigation be performed which includes a Wisconsin Department of Safety and Professional Services Soil Evaluation – Storm (SBD-10793) Form.
    - .7 JSD takes no responsibility for any underground structures or buried materials such as

foundations, wells, septic, holding tanks, utilities, hazardous materials, or any other items existing on the property.

- .8 The Client will provide safe and legal access to the property as required for JSD to properly complete its work.
- .9 Utility locations are based upon multiple sources of information, are shown for informational purposes only and are not guaranteed to be accurate or all-inclusive.
- .10 This proposal does not include the following:
  - a. Land Division (CSM).
  - b. Design of any outdoor training obstacle courses.
  - c. Phase I Environmental Site Assessment.
  - d. Review or incorporation of LEED design and accreditation.
  - e. Demolition/abandonment or relocation of electrical, communications, gas, and/or other private utilities.
  - f. Design services within the public right-of-way.
  - g. Cut-fill calculations and/or graphics.
  - h. Design of off-site public utility and street extensions.
  - i. Wetland Delineation and/or Fill Permit.
  - j. Tree survey.
  - k. CARPC environmental corridor adjustment application and/or coordination (By City Staff).
  - l. Permit application preparation other than those outlined in the scope of work, specifically design and permitting for grease interceptor systems.

2.9 The scope above is an outline of the full scope found in Request for Proposal dated January 23, 2023, Addenda 1 & 2 dated February 3, 2023.

**3.0 ARCHITECT'S COMPENSATION**

The City of Fitchburg shall compensate FGM Architects for professional Architectural services rendered in connection with the Project under this Proposal as follows:

3.1 For all professional services in connection with Architectural and Engineering Schematic Design, Design Development, Bidding and Negotiation Services, Contract Administration, and Project Closeout Services as described in Paragraph 2.0, our qualifications package, and the RFP, we propose the following lump sum fees (breakdown & hourly rates on page 6):

**Total Lump Sum Fee \$1,748,500.00**

3.2 The lump sum fee in paragraph 3.1 is based on a 78,000 square foot building with a construction cost of \$30,000,000. Deviation from these assumptions will require the lump sum fee to be renegotiated.

3.3 Compensation shall be distributed to each Phase based on the following percentages:

- Schematic Design Phase 15% of total compensation
- Design Development Phase 20% of total compensation
- Construction Document Phase 38% of total compensation
- Bidding and Negotiation Phase 5% of total compensation
- Construction Phase 20% of total compensation
- Project Closeout 2% of total compensation

3.4 Reimbursable Expenses are not included in our Fee are defined in Paragraph 3.4 below. Phone, fax, and printing of review sets for design coordination will not be charged as Reimbursable Expenses. Reimbursable Expenses shall require prior written approval from The City.

- 3.5 For any additional services, FGMA shall be reimbursed for additional expenses in connection with the Project, invoiced to the Owner at the Architect's actual direct cost of same, for the below items. Reimbursable Allowance includes costs for items 3.4.1 through 3.4.3 below.
- 3.5.1 Expense of postage and/or delivery.
  - 3.5.2 Travel and living expenses in connection with Architect's project related travel (if required) as authorized by the Owner.
  - 3.5.3 Expense of Contract Document printing for permit submittal.
  - 3.5.4 Expenses of any consultants not included in our proposal with Owner's prior approval.
  - 3.5.5 Expense of any destructive testing/investigation work.
  - 3.5.6 Any fees paid by FGMA to authorities having jurisdiction over the project with Owner's prior approval.
  - 3.5.7 Expense of Contract Document printing and / or electronic file hosting for bidding and construction purposes.
- 3.6 If specialty consultants are required, FGMA shall be reimbursed for consultant expenses in connection with the Project, invoiced to the Owner at the Architect's direct cost plus 10%.
- 3.7 Payments shall be made monthly by the Owner to FGMA upon receipt of FGMA's invoice in accordance with the Local Government Prompt Payment statute.
- 3.8 Non-payment of invoices shall constitute grounds for discontinuing service.
- 3.9 The terms of this Proposal are based upon services commencing within 90 days and all services being completed within 30 months thereafter.

#### 4.0 Form of Agreement

- 4.1 Should our proposal be acceptable; it is our intention to enter into a formal agreement using the AIA B133 agreement with mutually agreed upon modifications.

If you have any questions regarding this proposal, please do not hesitate to contact us. We appreciate this opportunity to be of service to The City of Fitchburg for this exciting project.

Sincerely,

FGM ARCHITECTS INC.



Brian Wright, AIA, LEED AP | Principal in Charge  
[brianwright@fgmarchitects.com](mailto:brianwright@fgmarchitects.com)

<b>FGMA</b>		<b>\$ Per Hr.</b>	<b>Hours</b>	<b>Total</b>	<b>% of Total Project</b>
Arch 1	TBD	\$ 140	1800	\$ 252,000	17.93%
Arch 2	TBD	\$ 180	1400	\$ 252,000	13.95%
Arch 3	Mayo	\$ 220	1200	\$ 264,000	11.95%
Arch 4	Meade	\$ 260	600	\$ 156,000	5.98%
Arch 4	Kowalczyk	\$ 260	400	\$ 104,000	3.98%
Arch 4	Williams	\$ 260	50	\$ 13,000	0.50%
QA/QC	Debickero	\$ 260	100	\$ 26,000	1.00%
Specification Writer	Debickero	\$ 260	100	\$ 26,000	1.00%
Principal	Wright	\$ 300	200	\$ 60,000	1.99%
Interiors 2	Betts	\$ 160	700	\$ 112,000	6.97%
Interiors 4	Porter	\$ 240	400	\$ 96,000	3.98%
Admin	TBD	\$ 135	100	\$ 13,500	1.00%
<b>FGMA Subtotal</b>			<b>7,050</b>	<b>\$ 1,374,500</b>	<b>70.23%</b>
<b>Consultants</b>					
Dir. Of Surveying	Buhr	\$ 165	3	\$ 495	0.03%
Surveyor	TBD	\$ 135	25	\$ 3,375	0.25%
Crew Chief	TBD	\$ 100	41	\$ 4,100	0.41%
Project Engineer	Geffert	\$ 165	76	\$ 12,540	0.76%
Design Engineer	TBD	\$ 160	172	\$ 27,520	1.71%
Landscape Architect	Yeska	\$ 165	50	\$ 8,250	0.50%
Landscape Designer	TBD	\$ 120	31	\$ 3,720	0.31%
<b>Civil &amp; LA Subtotal</b>			<b>398</b>	<b>\$ 60,000</b>	<b>3.96%</b>
<b>Security Consultant</b>	Coyle	\$ 120	<b>100</b>	<b>\$ 12,000</b>	<b>1.00%</b>
MEP Project Manager	LaRosh	\$ 145	134	\$ 19,430	1.33%
HVAC Engineer	Bartley	\$ 120	655	\$ 78,600	6.53%
Plumbing & FP Engineer	Herbert	\$ 150	328	\$ 49,200	3.27%
Electrical Engineer	Trejo-Perez	\$ 105	467	\$ 49,035	4.65%
Technology Designer	Gromowski	\$ 105	187	\$ 19,635	1.86%
Lighting Designer	Kroll-Wright	\$ 100	261	\$ 26,100	2.60%
<b>MEP/FP/Tech Subtotal</b>			<b>2,032</b>	<b>\$ 242,000</b>	<b>20.24%</b>
Structural Engineer	Willis	\$ 175	112	\$ 19,600	1.12%
Project Engineer	TBD	\$ 140	145	\$ 20,300	1.44%
Structural Technician	TBD	\$ 100	201	\$ 20,100	2.00%
<b>Structural Subtotal</b>			<b>458</b>	<b>\$ 60,000</b>	<b>4.56%</b>
<b>Grand Total</b>			<b>10,038</b>	<b>\$ 1,748,500</b>	<b>100%</b>



# We Build Community



**SUBMITTED BY**

**BRIAN WRIGHT**

Principal-in-Charge | FGM Architects Inc.  
brianwright@fgmarchitects.com  
414.346.7283

219 North Milwaukee Street, Suite 325  
Milwaukee, Wisconsin 53202

**SUBMITTED TO**

**PAUL Q. WOODARD, P.E.**

Senior Engineer | City of Fitchburg  
paul.woodard@fitchburgwi.gov | 608.270.4267

5520 Lacy Road  
Fitchburg, Wisconsin 53711

fgma

Mayor Richardson  
Introduced by

Public Works  
Prepared by

Board of Public Works, Finance Committee  
Referred to

March 28, 2023  
Date

**RESOLUTION R-75-23**

**APPROVING CONTRACT WITH FGM ARCHITECTS FOR THE  
ARCHITECTURAL/ENGINEERING SERVICES FOR THE POLICE SERVICES FACILITY**

**WHEREAS**, the Police Department has been approved for funds in the Capital Improvement Plan, account 400-5722-2141, for the Police Facility; and

**WHEREAS**, a Request for Proposals (RFP) for professional services was issued on January 23, 2023; and

**WHEREAS**, this Request for Proposal was sent to firms that provide these services and a Class Two legal notice was published in the Wisconsin State Journal on February 1 and 8th, 2023, and was posted on [www.questcdn.com](http://www.questcdn.com); and

**WHEREAS**, on February 15, 2023, four (4) proposals were received; and

**WHEREAS**, a Police Facility RFP Review Committee reviewed all of the proposals and selected FGM Architects, Inc. for an interview on March 21, 2023, and

**WHEREAS**, FGM Architects, Inc. was determined to be the most experienced and qualified and have completed numerous Police Facility projects, and

**WHEREAS**, the RFP Review Committee decided to proceed with the selection of FGM Architects, Inc. based on the proposal and interview process; and

**NOW BE IT HEREBY RESOLVED**, that the Fitchburg Common Council hereby approves the selection of FGM Architects, Inc. for the design of the Police Facility not to exceed the amount of \$1,748,500; and

**BE IT FURTHER RESOLVED**, that it authorizes the City Engineer and City Attorney to negotiate the contract with FGM Architects, Inc. for the Mayor and City Clerk to sign; and.

**BE IT FURTHER RESOLVED**, that it authorizes the City Engineer and City Attorney to negotiate any changes to the contract not to exceed 5% of the original contract with FGM Architects, Inc. for the Mayor and City Clerk to sign.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Aaron Richardson, Mayor

\_\_\_\_\_  
Tracy Oldenburg, City Clerk