

**REQUEST FOR PROPOSAL**

**ARCHITECTURAL, ENGINEERING, AND PROJECT  
MANAGEMENT SERVICES AT THE  
TARGET CENTER**

**CITY OF MINNEAPOLIS  
COMMUNITY PLANNING AND  
ECONOMIC DEVELOPMENT (CPED)**

552 Towle Building  
330 Second Avenue South  
Minneapolis, MN 55401-2211

Submittal Due: July 6, 2006  
4:30 PM

Date Submitted: July 6, 2006

Submittal From: Williams Engineering, LTD.  
2500 County Rd B, #250  
Roseville, MN 55113

Telephone (651) 631-3121  
Fax (651) 631-3175  
E-Mail [dgw@williamseng.com](mailto:dgw@williamseng.com)

*Professional Engineers*

*Roseville, MN*

**WILLIAMS  
ENGINEERING**





# WILLIAMS ENGINEERING, LTD

PROFESSIONAL ENGINEERS

July 6, 2006

City of Minneapolis Procurement Division  
552 Towle Building  
330 Second Avenue South  
Minneapolis, MN 55401-2211

Re: Architectural, Engineering, and Project Management Services at the Target Center

Dear Sir or Madam:

Williams Engineering, LTD, in association with Buetow and Associates Inc., would like to formally express our interest in providing professional architectural, engineering and project management services for the above-mentioned project. Williams Engineering, LTD is a Native American, minority owned firm with over 20 years experience in providing similar professional design services. We have been approved by the Minneapolis Small Business Procurement Program, and the Central Certification Program (CERT), as a Small Business Enterprise (SBE), and a Minority-Owned Business Enterprise (MBE)

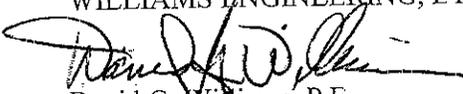
Attached with our proposal is a description of our proposed scope of services, a short description of our company capabilities, a list of relevant similar projects that we have successfully completed, references, our proposed compensation procedures, and our existing insurance coverage.

Williams Engineering, LTD has the unique combination of technical capability, project management experience and consortium teaming agreements with other design professionals that will work particularly well for this project. For this assignment, we will partner with the Architectural Firm of Buetow and Associates, Inc where architectural services are required. The Team of Williams Engineering, LTD and Buetow and Associates Inc, have successfully partnered on numerous similar design projects in the past. Where project requirements dictate, we can widen the design team to include structural, civil, and other specialty design disciplines to meet the project needs. Williams Engineering, LTD will continue to lead and coordinate this team and will also provide mechanical, electrical and energy design services. Our total communication process will keep you fully informed as the client, as we move through our assignments from pre-design through construction support, so that timely decisions can be made with confidence and the schedule, quality and budget is maintained.

Thank you for giving Williams Engineering, LTD the opportunity to provide professional design services for this most interesting project. We would look forward to working with the City of Minneapolis Community Planning and Economic Development Department (CPED) to make this most interesting assignment a success. We can begin work within two weeks of notice to proceed. Feel free to contact us for any additional information you may need.

Sincerely,

WILLIAMS ENGINEERING, LTD.

  
David G. Williams, P.E.  
President

**ARCHITECTURAL, ENGINEERING, AND PROJECT  
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# WILLIAMS ENGINEERING, LTD.

PROFESSIONAL ENGINEERS

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## Scope of Services

Our scope of services will consist of a wide range of professional architectural, engineering and project management services associated with the Target Center Arena in down town Minneapolis. Individual project responsibilities that will be more fully detailed based on project-by-project requests from the City of Minneapolis Community Planning and Economic Development. At that time, compensation levels will be agreed to, based on the Hourly Fee or Lump Sum Compensation Schedules that are appropriate to the individual project. Our compensation schedules have been submitted as part of this proposal in Tab 5.

Williams Engineering, LTD will take leadership in providing these services through the use of its own in-house resources for engineering and project management work and through consortium agreements with other professionals for architectural and other services. Williams Engineering, LTD has the unique combination of engineering technical capability, project management experience and consortium teaming agreements with other design professionals that will work particularly well for this assignment. For this assignment, we will partner with the Architectural Firm of Buetow and Associates, Inc. where architectural services are required. The Team of Williams Engineering, LTD and Buetow and Associates Inc., have successfully partnered on numerous similar design projects in the past. Where project requirements dictate, we can widen the design team to include structural, civil, and other specialty design disciplines to meet the project needs. Williams Engineering, LTD will continue to lead and coordinate this team and will also provide mechanical, electrical and energy design services. Our total communication process will keep you fully informed as the client, as we move through our assignments from concept and pre-design through construction support and as-built documentation, so that timely decisions can be made with confidence and the schedule, quality and budget is maintained. Scheduling priorities will be driven by event activity, and the Timberwolve's schedule.

Listed below is a detailed description of tasks and expected deliverables associated with our scope of services. Other similar tasks and deliverables as defined on a project-by-project basis may also be required.

## Architectural Services

### Specific Tasks:

- Provide preliminary design work to define project parameters
- Prepare conceptual plans for proposed projects
- Coordinate project design work including the work of other design professionals
- Review proposed capital improvements
- Provide cost estimates for project work

- Provide architectural construction documents for projects
- Provide bidding coordination services for projects
- Provide Construction Administration services for projects

Associated Deliverables:

- Provide reports to define scope and costs associated with a particular project
- Document as-built or existing conditions
- Attend meetings associated with specific tasks listed above
- Provide Meeting minutes that document the results of meetings attended
- Provide architectural construction documents including drawings and specifications for assigned projects
- Verify construction activity and document the results
- Review pay requests and recommend payment to client

**Engineering Services**

Specific Tasks:

- Provide preliminary design work to define project parameters
- Coordinate project design work including the work of other design professionals
- Review proposed capital improvements
- Provide cost estimates for project work
- Provide engineering construction documents for projects
- Provide bidding coordination services for projects
- Provide Construction Administration services for projects
- Provide energy assessment services

Associated Deliverables:

- Provide reports to define scope and costs associated with a particular project
- Attend meetings associated with specific tasks listed above
- Document as-built or existing conditions
- Provide meeting minutes that document the results of meetings attended
- Provide engineering construction documents including drawings and specifications for assigned projects
- Transmit bid documents to project proposers
- Answer project related questions and concerns of proposers and contractors
- Verify construction activity and document the results
- Review pay requests and recommend payment
- Review project change requests and document the analysis

**Project Management Services**

Specific Tasks:

- Provide preliminary leadership to define project parameters
- Coordinate project design work including the work of other design professionals
- Review proposed capital improvements
- Provide organizational leadership for project work

- Coordinate project design work of other client retained consultants
- Provide bidding coordination services for projects
- Provide Construction Administration services for projects

Associated Deliverables:

- Provide reports to document assigned tasks associated with a particular project
- Attend and provide leadership at meetings associated with specific tasks listed above
- Provide direction for project related questions and concerns associated with assigned projects
- Verify the performance of project related activity and document the results
- Manage budgets and document performance for assigned projects
- Review pay requests and recommend payment
- Provide direction to manage project change requests and document the results

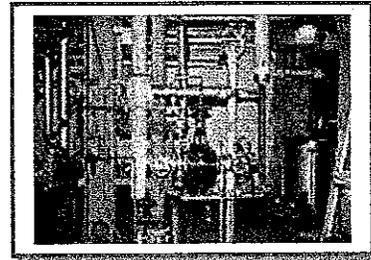


# Williams Engineering, LTD.

## *Firm Profile*

### *Consulting Engineers to the Industrial, Institutional & Commercial Markets*

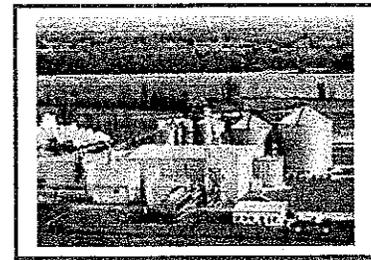
Williams Engineering, LTD is a Native American minority owned engineering consulting firm providing professional mechanical design, electrical design, project management and energy assessment services to industrial, commercial and institutional clients in the upper Midwest for the past twenty years. Williams Engineering, LTD has been certified as a minority owned company with MMSDC and is a member of the Minnesota American Indian Chamber of Commerce. We have also been certified as an SDB Enterprise with the Small Business Administration. We also provide a full range of design disciplines through teaming agreements with a consortium of other design professionals. This allows us to provide the total design requirements for a wide range of projects. Williams Engineering, LTD's nearly total involvement with industrial, commercial and institutional project applications has established a thorough appreciation for the importance of design reliability, minimal maintenance requirements, and low operating costs.



Williams Engineering, LTD is staffed with seasoned engineers in the mechanical and electrical disciplines. These engineers are fully supported by experienced technicians/designers and draftspersons. Professional Engineers, registered in the State of Minnesota and other states, head up each department.



Our office-based computer facilities include secure office networking, high-speed Internet access and up-to-date engineering software enhancing the firm's design capabilities. Energy balance programs for steam/power cycles, pipe stress and movement analysis, piping network systems, energy consumption simulation programs, ductwork design, lighting system design, life cycle costing, CPM/PERT scheduling programs, and others enhance our ability to provide efficient and state of the art design services.



We also maintain computer-aided design and drafting (CADD) using the AutoCad 2006 Program for the efficient preparation of all design drawings. Our computers are equipped with high-speed modems and E-mail systems for transmitting and receiving technical data and drawings instantaneously. Other staff support facilities include; work processing, facsimile system, and full printing, copying and binding capabilities.





# WILLIAMS ENGINEERING, LTD

PROFESSIONAL ENGINEERS

## *Capabilities*

Following is a partial list of services, which Williams Engineering, LTD. offers:

### **Resort & Hospitality Facilities -**

- Project Management
- HVAC Design
- Piping Design
- Fire Protection Design
- Electrical Power Design
- Fire Detection and Alarm
- Lighting Design
- Emergency Power
- Communications and Data Systems
- CCTV and Security

### **Energy Assessments -**

- Computerized building modeling
- Life Cycle Analysis
- Feasibility and Needs/Application Studies
- Alternate Fuel Studies
- Water Conservation Audit and Analysis
- Operation Analysis
- Renewable Energy Applications
- Benchmark Analysis
- Financial Analysis and Rebate Identification
- Utility-financed Re-commissioning Studies

### **Industrial Facilities -**

- Project Management
- Energy and Engineering Related Studies
- Process Equipment Installation
- Piping Distribution Systems
- Power Service and Substation
- Power Distribution, Motor Control Centers
- Ventilation Systems
- Energy Assessment and Engineering Related Studies

### **Electrical Systems -**

- Facility Substation
- Facility Service
- On-Site Generation
- Electrical Distribution and Motor Control Center
- Emergency Power and UPS
- Interior and Exterior Lighting
- Communications and Data Systems
- Fire Detection and Alarm
- Security and CCTV Systems
- Motor Controls and Distribution
- Lighting

### **Institutional Facilities -**

- Project Management
- Energy and Engineering Related Studies
- Ongoing Engineering Support
- Heating, Ventilating, and Air Conditioning (HVAC)
- Lighting
- Power Service and Distribution
- Plumbing
- Fire Protection
- Energy Assessment and Engineering Related Studies

### **Site Utilities -**

- Power Distribution
- Steam Distribution
- Chilled Water Distribution
- Water Distribution
- Fuel Distribution
- Building Sanitary and Storm Waste
- Fire Protection



*THIS IS WHAT BUETOW & ASSOCIATES BRINGS TO THE TABLE*

**TEAM OF EXPERTS**

**INNOVATION**

**EXPERIENCE WITH PROPOSED PROJECT TYPES**

**HISTORY WITH WILLIAMS ENGINEERING**

**APPRECIATION OF NATIVE AMERICAN CULTURE**

**SUSTAINABLE DESIGN**

**PROCESS / COMMUNICATION**

**COST CONTROL**

**SCHEDULE MANAGEMENT**

**COMMITMENT**





# WILLIAMS ENGINEERING, LTD.

PROFESSIONAL ENGINEERS

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## OTHER SERVICES AVAILABLE

Williams Engineering, LTD., through associations with other firms like us, can efficiently put together a consortium of professionals to meet your complete project needs. Consortium member firms have all worked together in the past and are adept at providing a seamless design service that is tailored to the project and performs to meet project goals, without the high overhead costs associated with full service firms.

### *DESIGN CONSORTIUM*

All of the professional design services to meet all of your project needs.

Provides you with...

- The services of experienced design professionals.
- All of your building design needs.
- All of your manufacturing design needs.
- Teamwork for a streamlined design process.

Contact us to inquire about putting together a coordinated design team.

### DESIGN SERVICES:

Architecture & Interior Designs  
Structural Engineering  
Network Communications  
Civil Engineering  
Kitchen Designs  
Analysis of Codes & Hazmat  
Landscape Design  
Lawn Sprinkler Design  
Chemical Engineering  
Land Surveying  
ID's & Secure Entry

Manufacturing Process Engineering  
Mfg. Process Controls  
Manufacturing Strategies  
Clean Rooms  
Fire Protection Engineering  
Environmental Engineering  
Industrial Health & Safety  
Site Research & Real Estate  
Testing & Balancing  
Temperature & Safety Controls  
Septic & Drainfield Design



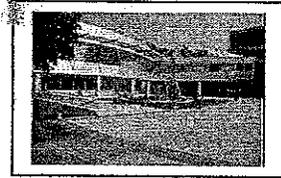
# WILLIAMS ENGINEERING, LTD.

## Client References

### St. Cloud State University (Atwood Hall)

Ron Smith  
320-255-3167  
St. Cloud, MN

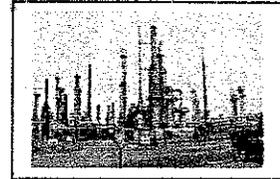
Provided feasibility study to identify HVAC issues then provided design documents for upgrade of building HVAC system for a 150,000 sq. ft. student center.



### Murphy Oil, USA

Mr. Dan Flake  
715-398-8222  
Superior, WI

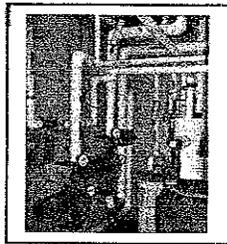
Provided complete design services and construction administration services using a multi-disciplined professional team to provide a consolidated facility support center, which integrates warehousing, fire response center, education and training center, locker facilities, lunchroom facilities, maintenance shops, and vehicle storage facilities on the edge of the client's refinery property in Superior WI. The facility is 40,000 sq. ft. Specific role included overall project management and lead electrical engineering responsibilities.



### Minnesota Correctional Facility

Mr. Pat Ferrin  
651-201-2381

Moose Lake, Willow River, MN  
This project analyzed, made recommendations and provided design documents and construction administration for upgrades to the HVAC systems and controls for 5000 sq. ft. of administrative space. This modification successfully mitigated extreme temperature difficulties with this office space. Project included, adding modulating control valves on the VAV duct coils and fin tube radiation to perimeter heating zones.



### Minnesota State Academy for the Deaf

Mr. Pat Ferrin  
651-201-2381  
Faribault, MN

Provided new central chilled water air conditioning system for entire building, and a new paint shop facility and ventilation system, as part of a total HVAC renovation for a 3-story, 30,000 square foot industrial arts training center for the Minnesota Academy for the Deaf. Building was built in 1925 and lacked modern ventilation and cooling systems. Design of a new dust collection system for woodworking areas and new ventilation systems for metal, welding and ceramic shops. New HVAC systems were provided for all supporting classrooms.



### University of Wisconsin Superior Campus

Mr. Phil Michalski  
608-267-6941  
Superior, WI

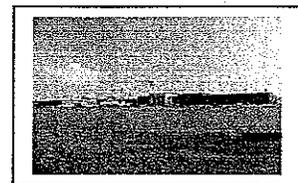
Provided design development construction documents, bid support and construction administration for the replacement of 2000 feet of underground steam line and condensate return line piping for a distributed steam heating system. Work included, replacement of sump pumps, electrical support systems, repair of concrete piping conduits, waterproofing of concrete piping conduits and access pits, in addition to redesigning piping support and moisture drainage systems.



### FDAH

Mr. Mike Biver  
641-257-3302  
Charles City, IA

Pharmaceutical Process Upgrades in 260,000 sq. ft. Facility  
Projects include upgrade of existing and installation of new pharmaceutical processes and support facilities including central chilled water plant, pure steam, direct inject water and other mechanical and electrical support systems.





# WILLIAMS ENGINEERING, LTD.

PROFESSIONAL ENGINEERS

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## Professional Profile Project Manager- David G. Williams, P.E.

### Experience

Over twenty-eight years experience in project management and the electrical engineering discipline with emphasis on project design and construction management and the electrical design of power distribution for commercial, institutional, and industrial applications including energy management, building automation, and power generation,

Experience includes expertise in areas relevant to overall project management and efficient electrical design of facilities in a wide range of sizes and complexity, including design and construction management, power and lighting design, building control systems, and building administration.

Sizes of projects have ranged from small building additions and renovations through \$25,000,000 building consolidation programs. Assignments have included overall project design management, construction management, energy feasibility studies, operations management, and hourly consultation. Responsibilities have been as Project Engineer, Engineering Supervisor, Project Manager, Construction Manager, Operations Manager, and Principle-In-Charge.

### Registration

Registered Professional Engineer in Minnesota 11633

### Education

Bachelor of Science-Electrical Engineering (BSEE), Milwaukee School of Engineering  
Master of Business Administration (MBA), University of Minnesota, Carlson School of Business

### Relevant Experience

- St Mary's University Classroom Upgrade
- Murphy Oil, Superior WI, Support Facility Design
- University of Wisconsin, Superior Campus, Central Boiler Plant Upgrade
- State Architects Office, Mott Hall Renovation, Academy of the Deaf
- MNSCU, St Cloud State University Atwood Hall Upgrade
- Hennepin County Sheriff building Upgrade, Brooklyn Park MN
- Wisconsin Department of Corrections, Prairie du Chien Boiler Upgrade
- Faribault State Correctional Facility Boiler Upgrade
- Fort Dodge Animal Health, Charles City IA, Pharmaceutical Lab Upgrade Minnesota Army National Guard, Stillwater Armory Boiler Upgrade
- University of Wisconsin, Stout Campus Boiler Upgrade
- Minnesota Army National Guard, Cottage Grove Armory Boiler Upgrade
- University of Wisconsin, River Falls Campus Boiler Upgrade)
- Consolidation of Office and Production Facilities -- Alliant Techsystems
- Replacement of Corporate Headquarters Chillers -- Alliant Techsystem
- Installation of 1.5 megawatt Emergency Generator -- Alliant Techsystems
- Renovation of Corporate Front Entrance and Offices -- Alliant Techsystems
- Creation of Meeting and Education Center -- Honeywell
- Addition of Corporate Computer Center -- Honeywell
- Relocation of Residential Group Office and production Facilities - Honeywell



# WILLIAMS ENGINEERING, LTD.

PROFESSIONAL ENGINEERS

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## Professional Profile

### Mechanical Engineer - Rolf D. Anderson, P.E.

#### Experience

Thirty-one years of mechanical engineering work with a concentration in HVAC, plumbing, energy conservation, indoor air quality, and facilities engineering.

Major assignments include: Schools, Office Building, Data Processing, Industrial, Clean Rooms, Prisons, Laboratories, and Food Service. Highlights include major renovations and problem solving. Experienced in variable air volume, heat pumps, heat recovery, chillers, hydronic piping, fuel storage, steam piping, and waste piping. Project size range from small to multi-million dollar.

Assignments have included project design and management, construction management, feasibility studies, product engineering, maintenance engineering, industrial hygiene, indoor air ventilation studies, and private consulting.

Most projects have involved remodeling and upgrading existing facilities while they are still operating. This has involved careful planning and coordination with the owner.

#### Registration

Professional Engineer: Minnesota 11391; Wisconsin 36979-006

#### Education

B.S.M.E. with distinction, University of Minnesota, Minneapolis, 1968

M.S.M.E., University of Minnesota, Minneapolis, 1970

#### Relevant Experience

- PACAL Business Center, Roseville, MN: Xcel Energy re-commissioning study.
- Dairyland Power Cooperative, Alma, WI: Installed new HVAC for pressurization and temperature control.
- Murphy Oil Support Facility, Superior WI: Designed HVAC and plumbing for support facility.
- Eyota High School, Eyota, MN: Designed VAV air handling systems including heat recovery
- South Milwaukee High School, S. Milwaukee, WI: Retrofitted air handlers and roof top units.
- Richfield Public Schools, Richfield, MN: Indoor air quality HVAC retrofit projects
- VA Hospital, Minneapolis: Designed HVAC and plumbing for electro-physiology Department.
- Federal Courthouse, Milwaukee, WI: Installed new air handling and plumbing in 100 year old courthouse
- Protein Design Labs, Plymouth, MN: Retrofitted clean rooms.
- Northstar Hotel, Minneapolis, MN; Designed HVAC and exhaust for Kitchen, Ballrooms, Lobby and Restaurant.
- Blue Cross/Blue Shield, Burnsville, MN: Installed makeup air system; performed indoor air quality study.



# WILLIAMS ENGINEERING, LTD

PROFESSIONAL ENGINEERS

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## Professional Profile Robert D. Siegfried, P.E.

### Experience

Thirty-four years of experience in the mechanical engineering discipline. His areas of engineering experience include HVAC, plumbing, process piping, industrial ventilation, fire protection, and energy studies.

His levels of involvement have ranged from concept and design, production of contract documents, through principal-in-charge for a wide variety of commercial and industrial projects.

His experience includes two years as a fire protection engineer, two years as a manufacturing engineer in the production of HVAC equipment, six years as a mechanical design engineer, ten years as a project mechanical engineer, and fourteen years as engineer-in-charge of a private consulting engineering firm.

### Registration

Registered Professional Engineer: Minnesota 13381

Registered Professional Engineer: Wisconsin 31135-006

### Education

Bachelor of Science -- Mechanical Engineering (BSME), 1969, Milwaukee School of Engineering

### Relevant Experience

- Eden Valley High School, HVAC and plumbing design
- St Mary's University Classroom Upgrade, HVAC design
- East Bethel Fire Station, HVAC and plumbing design
- Woodbury Junior High School, HVAC and plumbing design
- Valley View Assisted Living Facility, design of the HVAC and controls
- Tartan High School, design of HVAC and controls
- St. Mary's University, design of HVAC and controls
- Digi International, HVAC and plumbing design
- Goddard School, HVAC and plumbing design
- Lexington Liquor, HVAC design
- Walker Nursing Home, HVAC and plumbing
- Primary Sludge Processing Building Egan, HVAC design



# WILLIAMS ENGINEERING, LTD.

PROFESSIONAL ENGINEERS

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## Professional Profile Networking Engineer-Brian Seyller

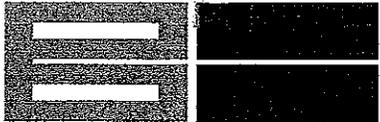
### Experience

Over twelve years experience in the design, implementation, and maintenance of copper, fiber optic, and wireless Local Area Networks (LANs), Wide Area Networks (WANs), and Metropolitan Area Networks (MANs).

Experience includes expertise in the design and implementation of medium to large scale voice, data and video networks including Voice over IP (VoIP) and streaming services. Recent projects include: Hill Murray High School Voice, Data, and Video upgrades; Voice and Video upgrades for St. Paul Public Housing Agency; Video Head End design for Multiband Corporation; Design and implementation of Metropolitan Area Network for Implex net.

### Relevant Experience

- Hill Murray High School, St Paul, MN, 2005  
Voice, Data, and Video upgrades. Currently maintain service agreement on phone system for high school. Consulted on the video upgrade (Screens, Plasmas, Projectors, etc.), for the distribution of CATV to the classroom.
- St. Paul Public Housing Agency, St Paul, MN, 2005  
Voice and Video upgrades. Currently redesigning the MPOP/MDF for 10 of the 15 high-rise complexes that SPHAA manages and is continuing to consult on IP based Security/DVR systems.
- Multiband Corporation, Minneapolis, MN, 2001  
Video Head End design for several Multi Dwelling Units (MDU) to allow owners of MDU to provide and bill for their own CATV & DSL Services.
- Implex.Net, Inc., Minneapolis, MN -- 2003  
Implementation of Wireless Metropolitan Area Network. Aided Implex Net in the implementation of Wireless MAN, operating in the 5.8 GHz spectrum, covering the Twin Cities Metro. Set up High speed point to point and point to multipoint wireless connections for business class high-speed internet access; up to 23 Megabytes per second.



**BUETOW AND ASSOCIATES INC**  
AN ARCHITECTURAL SERVICES COMPANY  
2345 Rice Street Suite 210  
St. Paul, Minnesota 55113

## Resumes of Key Individuals

**Modris M. Feders, AIA, CID**

**Role: Project Architect**

**Vice President (joined firm in 1978) Buetow and Associates, Inc.**

### Education

Bachelor of Architecture, University of Minnesota

### Relevant Experience (28 years of experience)

- **Anoka County Facilities Master Plan**  
Anoka, Minnesota
- **Anoka County Adult Correctional Facility**  
Lino Lakes, Minnesota
- **Anoka County East Central Juvenile Center**  
Lino Lakes, Minnesota
- **Anoka County Parks**
  - **Bunker Hills Family Aquatic Center Expansion**  
Coon Rapids, Minnesota
- **Anoka County Government Center** Anoka, Minnesota
- **Anoka County Human Services Center** Blaine, Minnesota
- **Anoka County Sheriff Patrol Station** Andover, Minnesota
- **Association of Minnesota Counties Headquarters** St. Paul, Minnesota
- **Association of Minnesota Counties Headquarters Site Analysis**  
St. Paul, Minnesota
- **Beltrami County Facilities Needs Study** Bemidji, Minnesota
- **Beltrami County Community Services Center** Bemidji, Minnesota
- **Beltrami County Facilities Master Plan** Bemidji, Minnesota
- **Beltrami County Jail Study** Bemidji, Minnesota
- **Beltrami County/Bemidji County Law Enforcement Center**  
Bemidji, Minnesota
- **Bunker Hills Regional Park Buildings** Coon Rapids, Minnesota
- **City of Anoka Public Safety Center** Anoka, Minnesota
- **Coon Rapids Dam Performance Pavilion**  
Coon Rapids, Minnesota
- **East Bethel Fire Station** East Bethel, Minnesota
- **East Central Juvenile Detention Facility Predesign Study**  
Lino Lakes, Minnesota
- **East Central Juvenile Detention Facility** Lino Lakes, Minnesota
- **East Central Juvenile Center Addition** Lino Lakes, Minnesota
- **Hennepin County Brookdale Regional Center,**  
Brooklyn Center, Minnesota
- **Flaherty Arden Bowl** Arden Hills, Minnesota
- **Maplewood Branch, Ramsey County Library** Maplewood, Minnesota
- **Mounds View Branch, Ramsey County Library**  
Mounds View, Minnesota
- **Oakdale City Hall Facilities Study Phase I** Oakdale, Minnesota
- **Oakdale City Hall Facilities Study Phase II** Oakdale, Minnesota
- **Oakdale City Hall Addition/Remodeling** Oakdale, Minnesota
- **Ramsey County Library System Study** Ramsey County, Minnesota
- **Ramsey County Nursing Home Facility Study**  
Maplewood, Minnesota
- **Ramsey County Nursing Home** Maplewood, Minnesota
- **Roseville Bandshell Central Park** Roseville, Minnesota
- **University of St. Mary's of Minnesota**  
Minneapolis, Minnesota

### Professional Registration

Registered Architect in the State of Minnesota

### Affiliations

Member, American Institute of Architects (AIA)  
Member, Minnesota Society,  
American Institute of Architects (MSAIA)



**WILLIAMS ENGINEERING, LTD.**  
**PROFESSIONAL ENGINEERS**

**EXHIBIT "A"**  
**HOURLY COMPENSATION SCHEDULE**  
**2006**

Compensation for engineering services rendered on an hourly basis shall be the sum of the following:

1. Labor cost.
2. Reimbursable expenses.

Compensation for engineering services rendered on an hourly basis shall be within the ranges shown below in accordance with level of work category required:

**COMPENSATION (\$/HOUR)**

<u>WORK CATEGORY</u>	<u>MEDIAN</u>
Principal	\$120.00
Engineer	\$ 95.00
Technician/Designer	\$ 70.00
Drafting	\$ 56.00
Clerical	\$ 45.00

Above amounts are total and include all employee fringe benefits, company overhead, and operating margin.

Reimbursable expenses include the following (all billed at our out-of-pocket cost except automobile expense):

1. Transportation and subsistence costs incurred in connection with project. Automobile expenses shall be reimbursed on a mileage basis at \$0.36 per mile.
2. Long distance telephone and other communication expenses.
3. Reproduction, postage, handling, and delivery of drawings, specifications, reports, and other project related documents.

Subcontract costs are billed at cost plus 10% administration fee.

Billings will be submitted on a monthly basis covering work performed during that calendar month and reimbursable expenses incurred during that month. Billings on hourly projects will list the category of individual working on the project along with the hours spent and the total amount of compensation resulting. Billings on fixed fee projects will be billed based on percent completed during that month. Payment will be expected within thirty days of the invoice date. Billings carried beyond the thirty day period will carry an interest rate of 1½ percent per month.



# WILLIAMS ENGINEERING, LTD.

PROFESSIONAL ENGINEERS

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## EXHIBIT "B" LUMP SUM COMPENSATION PROCEDURE 2006

Compensation for engineering services will be submitted as reflects percent completion on the project.

Reimbursable expenses include the following (all billed at our out-of-pocket cost except automobile expense):

1. Transportation and subsistence costs incurred in connection with project. Automobile expenses shall be reimbursed on a mileage basis at \$0.45 per mile.
2. Long distance telephone, telegraph, and other communication expenses.
3. Reproduction, postage, handling, and delivery of drawings, specifications, reports, and other project related documents.

Subcontract costs are billed at cost plus 10% administration fee.

Payment will be expected within 30 days of the invoice date. Billings carried beyond the thirty-day period will carry an interest rate of 1½ percent per month.

# ACORD CERTIFICATE OF LIABILITY INSURANCE

CSR LL  
WILLI-3

DATE (MM/DD/YYYY)  
05/16/06

PRODUCER  
ICS Agency, Inc.  
4901 W. 77th Street #148  
Edina MN 55435  
Phone: 952-835-4848 Fax: 952-835-2822

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED  
Williams Engineering, Ltd  
2500 County Road B #250  
Roseville MN 55113

INSURERS AFFORDING COVERAGE		NAIC #
INSURER A:	Harleysville Insurance Co.	23682
INSURER B:	Victor O. Schinnerer	
INSURER C:	Harleysville Insurance Co.	23682
INSURER D:		
INSURER E:		

## COVERAGES

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

NSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	B02G9961	04/01/06	04/01/07	EACH OCCURRENCE	\$ 1,000,000
					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
					MED EXP (Any one person)	\$ 5,000
					PERSONAL & ADV INJURY	\$ 1,000,000
					GENERAL AGGREGATE	\$ 2,000,000
					PRODUCTS - COMP/OP AGG	\$ 1,000,000
					GEN L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	B02G9961	04/01/06	04/01/07	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
					BODILY INJURY (Per person)	\$
					BODILY INJURY (Per accident)	\$
					PROPERTY DAMAGE (Per accident)	\$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
					OTHER THAN AUTO ONLY: EA ACC	\$
					AGG	\$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE RETENTION \$				EACH OCCURRENCE	\$
					AGGREGATE	\$
						\$
						\$
						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	WC2G9961	04/01/06	04/01/07	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS	OTH-ER
					E.L. EACH ACCIDENT	\$ 500,000
					E.L. DISEASE - EA EMPLOYEE	\$ 500,000
		E.L. DISEASE - POLICY LIMIT	\$ 500,000			
B	Professional Liability	SFE003987653	06/09/05	06/09/08	Aggregate	\$2,000,000
					Occurrenc	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

## CERTIFICATE HOLDER

City of Minneapolis Procurement Division  
552 Towle Building  
330 Second Ave S  
Minneapolis, MN 55401-2211

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Lori Larson