

City of Minneapolis Small and Underutilized Business Program (SUBP)

UPDATED LIST for Roof Depot/Hiawatha Maintenance Facility Phase II Expansion - Design

This report lists MBEs and WBEs that have been certified by the Minnesota Uniform Certification Program (MnUCP) in scopes of services relevant to this project. If additional scopes of services are identified, the MnUCP online directory (<http://mnucp.metc.state.mn.us/>) should be utilized to find additional certified MBEs and WBEs in those scopes. Another way to locate additional MBEs and WBEs is to contact the National Association of Minority Contractors (NAMC) or the Association of Women Contractors (AWC). NAMC contact: 612-521-3366; staff@namc-um.org. AWC contact: 651-489-2221; awc@awcmn.org.

Note that if a firm is certified as both 'MBE' and 'WBE', that firm's participation in the project will only count toward the 'MBE' goal.

The scopes of services are categorized using the North American Industry Classification System (NAICS). For definitions and more information about NAICS Codes visit the U.S. Census Bureau (<http://www.census.gov/eos/www/naics/>).

NAICS CODE: 541310		Architectural Services					
Company	Contact	Email	Phone	Fax	MBE	WBE	
4RMULA	ERICK GOODLOW	info@4rmula.com	651-292-0106	651-925-0632	Yes	No	
BENTZ/THOMPSON/RIETOW INC	ANN VODA	annv@btr-architects.com	612-332-1234	612-332-1813	No	Yes	
C3 DESIGN INC	CARLETON CRAWFORD	carleton@c3DesignINC.com	612-384-0356	612-724-1729	Yes	No	
CERMAK RHOADES ARCHITECTS	TERRI CERMAK	tcermak@cermakrhoades.com	651-556-8631	651-225-8720	No	Yes	
CLEVER ARCHITECTURE LLC	MARCIA STEMWEDEL	marcia@cleverarchitecture.com	651-302-0420		No	Yes	
DOMAIN ARCHITECTURE & DESIGN INC	DEBORAH EVERSON	deborah@domainarch.com	612-870-7507		No	Yes	
DUAN CORPORATION	FRANK DUAN	fduan@duancorp.com	612-326-3000	612-677-3727	Yes	No	
IMO CONSULTING GROUP	ISMAEL MARTINEZ-ORTIZ	IMARTINEZ@IMOCONSULTINGGROUP.COM	952-446-7898		Yes	No	
LADOUCEUR ARCHITECTURE & DESIGN LLC	JANIS LADOUCEUR	janis@LAandD.com	612-760-1643		No	Yes	
LAWAL SCOTT ERICKSON ARCHITECTS INC (AKA LSE ARCHITECTS)	MOHAMMED LAWAL	mlawal@lse-architects.com	612-343-1010	612-338-2280	Yes	No	
LUKEN ARCHITECTURE PA	ELLEN LUKEN	Eluken@lukenarch.com	612-630-0074	612-630-0075	No	Yes	
MOBILIZE DESIGN & ARCHITECTURE LLC	JAMIL FORD	JAMIL@MOBILIZEDDESIGN.NET	612-208-0504	612-465-6542	Yes	No	
NGC ASSOCIATES LLC	DOROTHY PROBST	dorothy@ngcassociates.com	612-345-0866	612-293-3971	No	Yes	

PAMOZI (DBA SPECIFICATIONS & GREEN BUILDING CONSULTANTS NETWORK)	SUNNY ONADIPE	sgbcn@specsandgreenconsultants.com	612-703-1365		Yes	No
PRESERVATION DESIGN WORKS LLC (DBA PVN)	MEGHAN ELLIOTT	elliott@pvnworks.com	612-843-4140		No	Yes
PROFESSIONAL DESIGN INTERNATIONAL LTD (PDI DESIGN GROUP LTD)	STEPHEN HUH	shuh@pdidg.com	612-333-1140	612-333-1190	Yes	No
SNOW KREILICH ARCHITECTS	ALITA BERGAN	mail@snowkreilich.com	612-359-9430		No	Yes
NAICS CODE: 541320 Landscape Architectural Services						
Company	Contact	Email	Phone	Fax	MBE	WBE
C3 DESIGN INC	CARLETON CRAWFORD	carleton@c3DesignINC.com	612-384-0356	612-724-1729	Yes	No
COMMUNITY DESIGN GROUP	ANTONIO ROSELL	arosell@c-d-g.org	612-354-2901		Yes	No
CORNEJO CONSULTING COMMUNITY PLANNING + DESIGN	DANIEL CORNEJO	dancornejo@comcast.net	651-699-1927	651-698-0212	Yes	No
FLOODPLAIN COLLECTIVE	ANNA BIERBRAUER	anna@floodplaincollective.com	612-385-1480		No	Yes
HANSEN THORP PELLINEN OLSON INC	LAURIE JOHNSON	ljohnson@htpo.com	952-829-0700	952-829-7806	No	Yes
KARI HAUG PLANNING AND DESIGN INC	KARI HAUG	kari@karihaug.com	612-272-3432		No	Yes
KATHE FLYNN LANDSCAPE ARCHITECTURE LLC	KATHE FLYNN	kflynnland@gmail.com	952-491-1154		No	Yes
LAC ENTERPRISES (DBA WINDSOR COMPANIES)	TERRY CHILDERS	terry@windsorcompanies.com	651-482-0205	651-482-0607	Yes	No
MOBILIZE DESIGN & ARCHITECTURE LLC	JAMIL FORD	JAMIL@MOBILIZEDDESIGN.NET	612-208-0504	612-465-6542	Yes	No
PLATFORM - 3D LLC	KATHRYN RYAN	kathryn@platform-3d.com	612-382-4565		No	Yes
URBAN OASIS LLC	STEPHEN KUNG	urbanoasisllc@gmail.com	612-799-3934	612-377-4025	Yes	No
WETLAND HABITAT RESTORATIONS LLC (DBA WHR ECOLOGICAL AND HEADWATERS DESIGN GROUP LLC)	CARRIE CHRISTENSEN	carrie@whr.mn	612-385-9105		No	Yes
NAICS CODE: 541330 Engineering Services						
Company	Contact	Email	Phone	Fax	MBE	WBE
3HM LLC	HECTOR NANKA BRUCE	HECTORNANKABRUCE@3HMLLC.COM	952-846-4340		Yes	No
BUILDINGS CONSULTING GROUP INC	LEWIS NG	LNg@bcgminnesota.com	612-789-6696	612-789-6397	Yes	No
BUSSELL COMPANIES INC	ANGIE BUSSELL	abussell@bussellcompanies.com	952-931-2111	952-931-1222	No	Yes
CHASE ENGINEERING LLC	AMY TRYGESTAD	Amy.Trygestad@chase-eng.com	952-607-1946		No	Yes

COMMUNITY DESIGN GROUP	ANTONIO ROSELL	arosell@c-d-g.org	612-354-2901		Yes	No
DEBRA S. HAUGEN LLC	DEBRA HAUGEN	DHaugen1@me.com	612-220-7322	952-929-9038	No	Yes
ELAN DESIGN LAB INC	MARCELLE WESLOCK	MWESLOCK@ELANLAB.COM	612-260-7981	612-260-7990	No	Yes
ELFERING & ASSOCIATES PLC	KRISTINA ELFERING	kelfering@elferingeng.com	763-780-0450	763-780-0452	No	Yes
ENGINEERING DESIGN & SURVEYING (EDS INC)	VLADIMIR SIVRIVER	vsivriver@edsmn.com	763-545-2800	763-545-2801	Yes	No
EVS INC	K. DENNIS KIM	dkim@evs-eng.com	952-646-0236	952-646-0290	Yes	No
FOURTH FACTOR ENGINEERING LLC	ELIZABETH BECKER	liz.becker@fourth-factor-engineering.com	612-708-2562		No	Yes
HALLBERG ENGINEERING	RICHARD LUCIO	rlucio@hallbergengineering.com	651-748-4386	651-748-9370	Yes	No
HANSEN THORP PELLINEN OLSON INC	LAURIE JOHNSON	ljohnson@htpo.com	952-829-0700	952-829-7806	No	Yes
HZ UNITED LLC	HUGH ZENG	hughzeng@hzunited.com	763-551-3699	763-390-9270	Yes	No
IMO CONSULTING GROUP	ISMAEL MARTINEZ-ORTIZ	IMARTINEZ@IMOCONSULTINGGROUP.COM	952-446-7898		Yes	No
INGENSA INC	JACQUELINE COLEMAN	jcoleman@InGensalnc.com	952-222-3550	952-222-9980	Yes	Yes
ISTHMUS ENGINEERING INC	KATHERINE TOGHRAMADJIAN	katie@isthmusengineering.com	612-306-5774		No	Yes
JPMI CONSTRUCTION CO.	JAVEED HADI	jay@jpmiconstruction.com	651-636-1499	651-636-1699	Yes	No
LIGHTING MATTERS INC	DEB EDWARDS	debe@lighting-matters.com	612-341-2100	612-341-2101	No	Yes
LV ENGINEERING LLC	TRACY LAVERE	info@lvengllc.com	651-797-3885	612-353-4398	No	Yes
MARTINEZ GEOSPATIAL INC	GIL MARTINEZ	steve@mtzgeo.com	651-686-8424	651-686-8389	Yes	No
MN BEST	HYON KIM	htkim@mnbestinc.com	612-270-6128		Yes	Yes
MOBILIZE DESIGN & ARCHITECTURE LLC	JAMIL FORD	JAMIL@MOBILIZEDDESIGN.NET	612-208-0504	612-465-6542	Yes	No
MOULI ENGINEERING INC.	SHOBHA MURTHY	mouli@mouliengg.com	612-424-5176		Yes	Yes
M-P CONSULTANTS PC	BEATRIZ MENDEZ-LORA	bmendez@mpcons.com	612-567-2667		Yes	Yes
PIERCE PINI AND ASSOCIATES INC	RHONDA PIERCE	rhonda@piercepini.com	763-537-1311	763-537-1354	No	Yes
PRESERVATION DESIGN WORKS LLC (DBA PVN)	MEGHAN ELLIOTT	elliott@pvnworks.com	612-843-4140		No	Yes
PROFESSIONAL ENGINEERING SERVICES LTD	ANNA JOHNSON	ann.johnson@peservicesmn.com	612-275-8190		No	Yes
PROGRESSIVE CONSULTING ENGINEERS INC	NUZHAT QURESHI	pce@pce.com	763-560-9133	763-560-0333	Yes	Yes

QUESTIONS & SOLUTIONS ENGINEERING INC	CRAIG ELLIS	craig.ellis@qseng.com	612-308-4716	952-361-9343	No	Yes
RANI ENGINEERING INC	SUSAN PARK RANI	susan.rani@ranieng.com	612-455-3322	612-455-3321	Yes	Yes
SAMBATEK INC.	SIRISH SAMBA	SSamba@sambatek.com	763-476-6010	763-476-8532	Yes	No
STANDARD CONTRACTING INC	REBECCA SEIDENKRANZ	becky@stanconinc.com	651-463-2510	651-463-2525	No	Yes
STONEBROOKE ENGINEERING INC	BRENDA ARVIDSON	brenda@stonebrookeengineering.com	952-402-9202	952-403-6803	No	Yes
SYSTEMS TECHNICAL SERVICES INC	MONA DZWONKOWSKI	mdz@systechservices.org	763-757-0350		No	Yes
VEDI ASSOCIATES INC	P.S. VEDI	ps@vediassociates.com	612-333-4670	612-333-6797	Yes	No
WALKER ENGINEERING INC	SHIRLEY WALKER STINSON	swalker@popp.net	763-422-8696	763-422-8696	No	Yes
WILLIAMS ENGINEERING LTD	DAVID WILLIAMS	dgw@williamseng.com	651-631-3121	651-631-3175	Yes	No

NAICS CODE: 541410 Interior Design Services

Company	Contact	Email	Phone	Fax	MBE	WBE
ABSOLUTE COMMERCIAL FLOORING INC	KARLA SHEEHY	Karla@absoluteef.com	763-746-8900	763-746-8902	Yes	Yes
ANTON GROUP LLC	SARAH ANTON	sarah@antongroup.com	612-341-3151	612-376-7880	No	Yes
BENTZ/THOMPSON/RIETOW INC	ANN VODA	annv@btr-architects.com	612-332-1234	612-332-1813	No	Yes
DUAN CORPORATION	FRANK DUAN	fduan@duancorp.com	612-326-3000	612-677-3727	Yes	No
EDEN RESOURCES	MARIAHA DEAN	info@edenresources.com	651-222-3475	763-201-7845	Yes	Yes
IDEAL COMMERCIAL INTERIORS	RICK HARRIS	rick@icinteriors.net	612-759-0955	612-886-1410	Yes	No
JULEE QUARVE-PETERSON INC	JULEE QUARVE-PETERSON	jqp_inc@yahoo.com	612-374-3031			Yes
LADOUCEUR ARCHITECTURE & DESIGN LLC	JANIS LADOUCEUR	janis@LAandD.com	612-760-1643		No	Yes
LAWAL SCOTT ERICKSON ARCHITECTS INC (AKA LSE ARCHITECTS)	MOHAMMED LAWAL	mlawal@lse-architects.com	612-343-1010	612-338-2280	Yes	No
MARIA HANFT INTERIOR DESIGN LLC	MARIA HANFT	MARIAHANFT@GMAIL.COM	952-920-8547	952-927-8069	No	Yes
PAMOZI (DBA SPECIFICATIONS & GREEN BUILDING CONSULTANTS NETWORK)	SUNNY ONADIPE	sgbcn@specsandgreenconsultants.com	612-703-1365		Yes	No
PROFESSIONAL DESIGN INTERNATIONAL LTD (PDI DESIGN GROUP LTD)	STEPHEN HUH	shuh@pdidg.com	612-333-1140	612-333-1190	Yes	No
STUDIO HIVE INC	JANICE LINSTER	jlinster@studiohive.com	612-279-0430	612-279-0439	No	Yes
UNTAPPED RESOURCE INC	SHERYL VANDERPOL	sheryl@untappedresource.com	763-542-1116	763-542-1119	No	Yes
YOUR DESIGN COMPANY LLC	JOELLEN STADE	jstade@yourdesigncompanyllc.com	651-697-4090			Yes

SIGN IN SHEET
PRE-PROPOSAL CONFERENCE FOR HIAWATHA MAINTENANCE FACILITY CAMPUS EXPANSION
 JULY 29, 2016 9:00 AM - 10:30 AM

COMPANY	CONTACT	PHONE	EMAIL
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Oertel Architects	Brenda Dever	651-696-5186	bdever@oertelarchitects.com
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RSP	Steve Maurelli		steve.maurelli@rsparch.com
Bentz/Thompson/Rietow	Randy Moe	612-332-1234	randym@btr-architects.com
Miller Dunwiddie Architecture	Paul May	612-278-7712	pmay@millerdunwiddie.com
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LHB	Aaron Kelly	218-279-2404	aaron.kelly@lhbcorp.com
MEP Associates		651-379-5120	hanqt@mepassociates.com
TKDA	Vicki Snowden	651-292-4476	vicki.snowden@tkda.com
TKDA	DJ Heinle	651-292-4481	dj.heinle@tkda.com
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TSP	Gary Sabart	612-270-9316	sabartgw@teamtsp.com
CDG	James O'Shea	612-371-6413	joshea@collaborativedesigngroup.com
BARR	Brendan Dougherty	612-388-7498	bdougherty@barr.com
BKV Group	Duwayne Jones	612-373-9117	diones@bkvgroup.com
HCM	Liz Berres	612-904-1332	berres@hcmarchitect.com
4rmula	Nathan Johnson	651-292-0106	nathan@4rmula.com
Stanley Consultants	Chad Westbrook	952-738-4372	westbrookchad@stanleygroup.com
MSR	Rhys MacPherson	612-360-0196	rhys@msrdesign.com
Martinez Geospatial	Aaron Hofstedt	651-686-8424	aaron@mtzgeo.com
Martinez Geospatial	Zac Womeldorf	651-686-8424	zac@mtzgeo.com
Miller Dunwiddie Architecture	Phillip Koski	612-598-6867	pkoski@miller-Dunwiddie.com

Questions and Answers
City of Minneapolis
Architectural & Engineering Services RFP for
Hiawatha Maintenance Facility Campus expansion
August 3, 2016

1. Can you provide your current assumptions regarding the building construction costs?
 - a. Consultants should be able to estimate this based upon proposed square footage and building type.
2. RFP Attachment B Scope of Services, page 4, requires LEED Gold certification using the LEED version 2.2 guideline. LEED version 2.2 was retired in 2015 and is no longer available for use. Which version (v2009 or v4) of the LEED rating system should the project team utilize, and what level of certification should be targeted?
 - a. LEED v2009 Gold Certified.
3. Will the environmental consultant be providing cost estimates?
 - a. They have provided a cost estimate for full site and building clean-up; see answer to question 14. The cost estimate will be updated by them when the scope of demolition and new construction is determined.
4. You had specified that remediation would be determined by the final design. Will there be a separate RFP for the environmental site remediation or is that work all wrapped in with this project?
 - a. The design and remediation will be separate from this scope, but Consultants for this RFP will collaborate with this effort.
5. Will there be a list of the attendees emailed out to everyone in attendance?
 - a. Done, see posted Addenda. A revised and expanded MNUCP list will be issued as well.
6. Per the RFP you will be hiring a Commissioning Agent. During what part of the process will the agent be hired (Master planning phase, SD, phase, etc.)?
 - a. During the Master Planning phase.
7. Under the Owner Project Requirements and Basis of Design it indicates the consultant is to assist the owner and commissioning agent in the development. Please describe what the intent of the wording "assist" means for the RFP? Will the design team be responsible to write the OPR and/or BOD?
 - a. Consultant team shall participate in meetings as needed to understand and collaborate on the development of the OPR and BOD (to be written by the Commissioning Agent) and include the OPR/BOD requirements in the design. Consultant shall receive and respond to Commissioning Agent design review comments and collaborate on controls and testing specifications to ensure alignment and clear Contractor responsibilities.
8. Under LEED Plan /Energy Modeling you indicate "Excel Energy Design Assistance". Assuming this was intended to be the Xcel program with the Weidt Group, will the design team be capable of hiring the Weidt group for the LEED energy Modeling or will they be required to use another program?
 - a. Yes, this refers to the program that the Weidt Group participates in. Consultants may hire any qualified firm for additional energy modeling.
9. In the Roof Depot building, was there a fire pump in the building and was the generator serving the fire pump?
 - a. We do not believe the generator was connected to the fire pump. Consultant should assume that the fire pump, electrical distribution equipment and the boiler would be replaced if all or part of the building is retained. The generator will be removed. Evaluation of whether a new generator is appropriate for the campus should be included in the design scope, but the design and cost of

a new generator is not. Connections for a portable generator should be provided to a new or renovated building, as should new water service.

10. The RFP identifies the intended agreement to be the AIA "B101/201-2007 and B214-2012." The B101 and 201 are different. Which one is the City planning to use?
 - a. B-101 and Exhibit A should be used. Not B-201.
11. Are existing plans available for the existing roof depot facility? If they are, what is the content of the plan set?
 - a. The plan in the Attachments is from an AutoCad drawing but is not reliable for design. There are no original plans available. Field measurements or a 3D scan should be considered.
12. Does the City mean to have the A/E team follow Section K stating consultant to maintain an up-to-date field drawings set? This would require constant conformance drawings during the construction process; our experience is that the City would request final record drawings.
 - a. This was intended to require only a conformed design record set that incorporates design changes during construction. The field set will be the responsibility of the Contractor.
13. RFP Attachment B, Project Budget, Page 2: Can you provide the dollar amount the City has allocated for environmental cleanup included in the overall \$25M budget?
 - a. Estimated environmental cleanup costs total: full Site/soil: \$1,841,000, plus full Building \$766,000, plus contingency. \$1,523,000 of that total is reflected in the \$25,000,000 base program, and the remaining portion would be accounted for in other non-base program elements.
14. RFP Attachment B, Existing Site, Environmental, Page 3: Will the City's Independent Environmental Consultant also be working with MPCA to develop acceptable details/procedures for site excavations, site utilities, and below ground building elements; and providing those to the consultant team?
 - a. No. The Environmental Consultant will issue a DRAP (Development Response Action Plan) that will outline corrective strategies and best practices, but the proposing Consultant team will be responsible for all building and site design elements.
15. RFP Attachment B, I, page 12: What is the City's expectation for community involvement and City reviews during the Project Scoping/Definition and Master Planning Phase; Program Development; Concept Design; and Schematic Design Phase, based on the provided schedule? Is there any flexibility on the project close-out date of November 2019?
 - a. Community involvement meetings are defined in the Project Scoping/Definition and Master Planning Phase and Schematic Design Phase descriptions. Consultant should assume bi-weekly design progress meetings with the City through Design Development, every three weeks during Construction Documentation, and participation in Construction meetings every two weeks. Program validation will need to be done with each separate Program, and organizational Process Improvement and Private Developer meetings are also detailed in the RFP. The proposed programs will require a public Conditional Use hearing that the Consultant will be expected to attend. The close-out date will be one year after construction completion.
16. RFP Attachment I: Can the City provide a MS Excel editable format file for use by the Consultant in the proposal response?
 - a. No.
17. An ALTA/NSPS Land Title Survey was provided in the RFP for the "Roof Depot" site. Is there a similar Survey of the existing conditions of the adjacent north property containing the newly constructed LEED Platinum Public Works building that will be provided to the selected A/E team?
 - a. No. If needed, it will be done independently.
18. In the Pre-Submittal Conference, it was mentioned that the existing zoning is I1 (west half) & I2 (east half). Will there be the need for a re-zoning and/or re-platting of the land? If yes, will the A/E team be responsible for that process or the City?
 - a. The parking area is zoned I1, the building area is I2. These are not equivalent areas. If re-zoning or re-platting is done, it will be as an additional service.
19. RFP Attachment A, 27. Small & Underutilized Business Program (SUBP) Requirements, Page 9: Does the City have designated form or format for documentation of the Consultant's good faith efforts?
 - a. Documentation related to good faith efforts (GFE) need not be returned with the RFP response.

However, it is generally advisable for proposers to keep documentation of their solicitation to and communications with MBEs and WBEs, in case the City requests it. Examples of such documentation may include: MBE/WBE quotes received, copy of solicitations sent, fax confirmation sheets, email correspondence, or phone log of W/MBE firms called (include call date, person contacted and response). As far as specific forms for documenting good faith efforts, attached are the main forms that Civil Rights usually uses, for your reference. Civil Rights will request those forms be completed, IF necessary, during their pre-award review of a preliminarily selected consultant. In this situation, the "GFE Checklist" may be more useful than the "Solicitation and Quote List". If both goal percentages are met (as outlined in the RFP document), and can be verified, then good-faith efforts are presumed, and no GFE documentation will be requested.