

PROPOSAL FOR PROFESSIONAL SERVICES



CONCEPTUAL DESIGN, SITE ASSESSMENT, COST ESTIMATING
AND COMMUNITY ENGAGEMENT FACILITATION

CITY OF BLAINE, MINNESOTA





Design Redefined.

18707 Old Excelsior Blvd. Minnetonka, MN 55345
(952) 474-3291 • www.teamtsp.com

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June 22, 2015

Robert Therres, Public Services Manager
City of Blaine
10801 Town Square Drive
Blaine, MN 55449

RE: Proposal for Professional Services: Conceptual Design, Site Assessment, Cost Estimation and Community Engagement Facilitation

Dear Mr. Therres and Community Center Task Force Members:

You are ready to embark on an opportunity-filled journey that will shape and strengthen the City of Blaine for many years to come. Our team would like to recognize and congratulate you on the investments and progress you've made over the last year. With focus and commitment, the TSP Team is excited to collaborate with the Task Force and City of Blaine in advancing and developing a Community Center concept to bring to voters for a planned November 2016 referendum vote.

We believe that experience and collaboration among experts produces the best results for you. For this reason, TSP has teamed with **Ballard*King & Associates**, nationally recognized recreational facility planning consultants, Delano-based **USAquatics** for their extensive pool expertise, and local engineering firm **WSB** for their familiarity with local regulations. Collectively, we will work with you to discover your vision and goals in planning and designing a community center that residents will support.

In partnering with the TSP Team, you will have peace of mind and benefit from our:

- Complete Project Team The TSP Team offers all the comprehensive services you need for planning and design and our firms have successfully collaborated together before.

- Local Service, National Experience TSP has successfully planned and designed community and recreation centers in Minnesota, Iowa, Nebraska, South Dakota and Wyoming and our teaming partners have extensive national experience **Ballard*King & Associates** (over 600 recreational projects) and **USAquatics** (over 2,000 aquatic projects).
- Successful Referendum Support TSP has helped support the successful passage of over 40 public referendum votes.
- Passion for Community We are committed to your success as our reputations depend on it. 2015 marks TSP's 85th year in business.

It would be a privilege to help impact the continued growth and distinction of your City. We look forward to meeting with you in person to answer your questions, share ideas and ultimately getting to work for the residents of Blaine.

Sincerely,

TSP, Inc.
Steve Sorensen, AIA
Principal

PROPOSAL FOR PROFESSIONAL SERVICES

**CONCEPTUAL DESIGN, SITE ASSESSMENT, COST ESTIMATING AND
COMMUNITY ENGAGEMENT FACILITATION**

CITY OF BLAINE, MINNESOTA

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TSP HAS A LONG HISTORY OF SUCCESSFUL MUNICIPAL PROJECTS TO SERVE COMMUNITIES AND RESIDENTS. TOP LEFT AND RIGHT: MARSHALLTOWN YMCA/YWCA (MARSHALLTOWN, IOWA) AND BOTTOM LEFT AND RIGHT: NORTHEAST REGIONAL HEALTH AND FITNESS CENTER (ABERDEEN, SOUTH DAKOTA) (MANAGED BY ABERDEEN YMCA)



LEAD FIRM | TSP, Inc.
LEGAL STATUS | Corporation, Private
ESTABLISHED | 1930
NO. OF EMPLOYEES | 120

DISCOVERY. DESIGN. AND THE PEOPLE WHO MAKE IT PERSONAL

Since 1930, TSP has helped clients **Discover** the facility solutions that support their vision and mission. Our collaborative process explores opportunities, addresses concerns and defines **Design** to create unique spaces that achieve your goals and create spaces people want to be in. But of course firms don't design projects—**People** do. That's where TSP really shines. We bring you the People who make it personal: People who are enthusiastic about finding the right facility solution for your project, committed to doing a great job, and dedicated to building long-lasting client relationships because they are passionate about creating the spaces that help you improve your business.

WE LISTEN. WE SHARE IDEAS. THEN WE LISTEN SOME MORE.

Every design is the product of collaboration with our clients and project teams. We work hand-in-hand with you and stakeholders you identify to establish the short- and long-term visions for your project. We help maximize value and minimize costs by defining consistent project goals up front. We look for ways to maximize available funds and minimize long-term operations and maintenance costs. We share our expertise and past experiences to help you understand the pros and cons of each option or choice presented.

Open communication. Timely decision-making and quick responses. Understanding of the big picture. Attention to details. A collaborative approach to problem solving that focuses on the your vision and goals. These are the practices that allow TSP to complete projects on time and on budget.

LOCAL ATTENTION, NATIONAL EXPERTISE

Clients value the local attention of our staff backed by the horsepower and national experience of a large organization. Our commitment to each and every client has enabled us to stay in business for 85 years and counting. TSP is a full-service firm employing more than 100 skilled professionals offering architecture, engineering, and planning services. To provide exceptional services, we focus on projects in three primary market areas: Community, Healthcare, and Education. This enables us to make a real difference in the communities in which we live and work.

TSP houses comprehensive planning and design disciplines under one roof. With everyone in-house, communications and information-sharing is easy and continuous. All team members use the same systems and software, guaranteeing seamless file transfers and documentation.

Serving you from our Minnetonka office means we'll be there when you need us.

EXPERIENCE THAT MAKES A DIFFERENCE TO OUR CLIENTS

Our team prides itself on working with our clients to earn the role of "trusted advisors." We understand that facility projects are big undertakings for the municipalities, counties, governmental agencies, schools, healthcare organizations, and non-profit groups with whom we've privileged to collaborate. We also know these groups typically must work with diverse stakeholders to ensure public approval, adhere to limited budgets, and get the job done within tight timelines as they also maintain business operations.

We help our clients maximize available funds, build support for long-term solutions that demonstrate fiscal responsibility, and implement facility solutions that advance their mission. Plus, nearly every project we've completed began with a space needs study and/or facility assessment. **We've helped countless government, education and nonprofit clients plan environments that increase efficiency, boost morale, and decrease operational expenses.** We are ready to help you do the same.

A TEAM COMMITTED TO COMMUNITY

The TSP team is unique in its experience, skills, and abilities. We share a passion for creating spaces that are cost-effective, enduring, and responsive to your needs. Our collaborative approach fuels creativity and inspires us to develop trust-based partnerships with other leading firms whose people complement our own.

We bring together a customized team for each project, evaluating every opportunity on its own merit. We know that assembling the right people at the right time is crucial to your project's success. TSP's talented and hard-working employees include engineers and architects, planners and designers, communicators and other specialists—all dedicated to serving you and your community. We invite selected external groups to join with us in that pursuit, recognizing highly focused expertise can uplift the end result.

TSP's team for the City of Blaine project is experienced and accessible, with leadership from our local Rochester and Minnetonka offices. We've assembled a dedicated group to advise specifically on the recreation and aquatic components of your project:

- Ballard*King & Associates Ltd., for feasibility, planning, and operational management;
- USAquatics, for design and selection of pool systems, equipment, and maintenance.

Recent collaborations with our special consultant partner firms include work at the Rochester Recreation Center and New Senior Center (USAquatics and WSB) and Sheridan County School District No. 2 Indoor Recreation Study (Ballard*King).

We have also brought WSB & Associates to the team because of their past experience in working with the City of Blaine to provide civil engineering and landscape architecture expertise.

Your satisfaction and our reputation depend on putting your best interests ahead of all else. We partner only with groups that offer exceptional service and value, and whose core principles align with our own.



BALLARD* KING
& ASSOCIATES LTD

Jeff King, President
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jeff@ballardking.com

Established in 1992 by Ken Ballard and Jeff King, Ballard*King & Associates (B*K) Ltd. provides market-driven and reality-based recreation planning. Ballard *King's more than two decades of success are rooted in our understanding that each client's needs are specific and unique.

B*K provides a variety of pre-and post-design services for clients who are considering the development of a sports, recreation, aquatic, park, or wellness facility. With greater than 70 years of combined recreation planning experience in the public, non-profit, collegiate and private sector, our consulting firm has completed more than 600 recreation facility projects in 48 states.

B*K has been involved with 40+ master plan studies and 35 operational assessments—including our early front-end work to inform a project at the Rochester Recreation Center site. B*K has a keen awareness of the impact a park, sports, or recreational facility has on a community and subsequently the entity that operates it. Thanks to our extensive field experience we are able to provide assistance with practical tools, an uncommon ability to see the overlooked and view your project from a wealth of expertise and knowledge.

From pinpointing specifics to developing broad visions, we have built our reputation on telling clients what they need to hear in order to make sound decisions.



Thomas R. Schaffer, Principal
124 Bridge Avenue
Delano, MN 55328
www.usaquaticsync.com
(763) 972-5897

USAquatics Inc. is a prominent aquatics consulting, design and engineering firm. Established in 1991, USAquatics gives pool owners and operators an independent source of information and design resources which have the owner's best interest in mind. We have more than 100 years of combined experience in the industry that we utilize in every consultation and design. Because of this experience, our designs incorporate the most efficient, low-maintenance, easy to operate and effective equipment available.

USAquatics Inc. uses an approach to designs and renovations which create new and innovative trends and layouts. No two of our facilities look alike. The layouts and features of the facilities are dictated by the client's aquatic programming needs, with the owner being an integral part of the design team. We believe that every project requires a distinct approach. Our process revolves around stakeholders as an integral part of the design team, and we follow your facility's intended program as our guide plan.

Our associates have been involved in more than 2,000 aquatic facilities, so we have a thorough understanding of aquatics—from conception and design development through operation of your facility.

USAquatics' "hands-on" experience with state-of-the-art equipment will provide a cost-effective aquatic facility. We have operated facilities for our clients, and every member of our staff is either a Certified Pool Operator through the National Spa & Pool Institute and/or an Aquatic Facility Operator through the National Recreation and Park Association. Prior to a facility's opening, we can train and prepare coaches, support staff, and operations personnel on topics from water chemistry to life guarding.



WSB & Associates
701 Xenia Avenue South
Suite 300
Minneapolis, MN 55416
www.wsbeng.com
(763) 541-4800

WSB & Associates, Inc. is a professional consulting and design firm providing diverse engineering, landscape architecture, planning, environmental, and construction services to clients in government, energy, and commercial markets. WSB's role for this project is civil engineering and landscape architecture.

WSB's corporate culture consists of creativity, long-lasting relationships, and high technical standards. WSB staff focuses on three attributes: Over the Top Customer Service, Integrity, and Technical Excellence. WSB strives to embody these characteristics in everything we do – in service to our clients and in working together.

WSB is proud of our nimble, highly accurate technical services that help clients achieve their goals in a schedule-driven environment.

We deliver innovative solutions, and we give every project the same commitment to quality, no matter how small or how ambitious. Our goal is to complete successful projects that deliver maximum value and return for every dollar spent.



TSP UNDERSTANDS THE IMPORTANCE OF FUNCTIONAL AND COMFORTABLE MEETING SPACES AND HAS INCORPORATED THEM INTO A VARIETY OF PROJECT TYPES FROM EDUCATION TO MUNICIPAL



CITY OF ROCHESTER RECREATION CENTER & SENIOR CENTER

**City of Rochester Park & Recreation Department,
 Rochester, Minnesota**

The City of Rochester has exciting plans for its existing Recreation Center. Along with a 17,700 sf addition to house the Rochester Senior Center, which is outgrowing its outdated existing facility, the project includes 51,410 sf of new construction and 26,380 sf of renovations. Altogether, the project will re-position the Recreation Center as a premier venue for aquatic competitions.

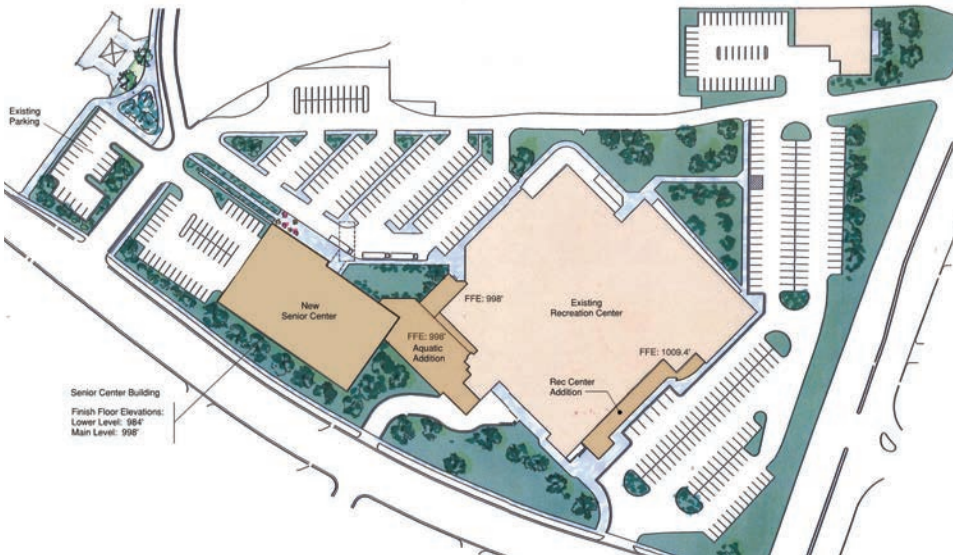
TSP and consultants from USAquatics and WSB & Associates are partnering on the project, offering a high-caliber team to develop the pool and its built environment, select state-of-the-art materials, and coordinate with contractors.

Major upgrades to the center’s 50-meter pool—one of only two in the state—include:

- Expand 50-meter pool by 14 feet, to incorporate a 14-foot moving bulkhead to create two, shorter competition pools as needed for events
- Mechanical system upgrade and the pool filtration system
- Line the pool vessel with a Myrtha system
- Add a separate warm-up/cool-down pool

In addition to improving the operational efficiency of the pool, the renovations will allow the pool to accommodate a broader range of activities and events. Updates also will make the facility more suitable for the senior wellness programs envisioned for the adjacent new Rochester Senior Center addition.

This project builds on TSP’s past work at the facility, which includes the 1998 pool expansion.



COLUMBUS FAMILY HEALTH & WELLNESS CENTER

Columbus Community Hospital, Columbus, Nebraska



Recognizing a need to complement healing with broad-based preventative healthcare, leaders from Columbus Community Hospital and the Columbus Family YMCA joined in a mission of holistic personal wellness.

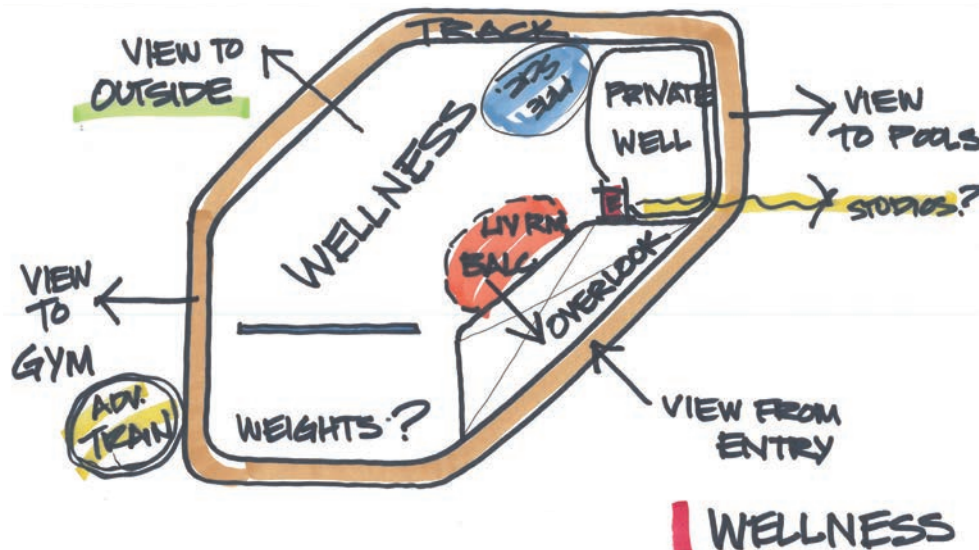
The new center will integrate wellness features with outpatient rehabilitation services, fitness programming, and childcare services. The inclusive design will help individuals transition from a medical setback through rehabilitation and into a sustained, healthier lifestyle. The center will be open to the community at large, giving residents of all ages and abilities access to a facility that supports an improved quality of life.

With so many stakeholders, end-user groups, and moving pieces, CCH and the local YMCA needed a one-stop shop to provide design, engineering, and construction management services. Working with our trusted partner, Journey Construction Professionals, TSP is delivering a complete Design/Bid/Build package that assures quality, responsive solutions.

Adult rehabilitation services at the center include speech, occupational, and physical therapy. Specialized pediatric therapists are based in the Wiggles and Giggles suite, which is uniquely designed for children with special needs. There, medically based therapy will maximize each child's potential through play to treat a range of diagnoses, syndromes, and developmental disorders.

The facility features four aquatic offerings: a clinical therapy pool with wide, shallow steps for low-impact entry/exit; a recreational therapy pool; a spa with built-in bench level and numerous jets; and a six-lane lap swimming pool with a curving, zero-depth entry ramp that is broad enough for beginner swimming lessons.

Also included: a double gymnasium, a youth play room, and an exercise equipment room with weights and a walking/jogging track. Three exercise rooms are environmentally designed for customized uses. Separate locker rooms are reserved for men, women, boys, and girls, with six family changing rooms for visitors' convenience. A multipurpose room can be divided for specialty uses.





STUDENT WELLNESS CENTER

**South Dakota School of Mines & Technology,
Rapid City, South Dakota**

TSP and team partner RDG engaged project stakeholders in the design to identify the most desired components for the new student recreation facility. SDSM&T and its governing body, the South Dakota Board of Regents, supported the project for its contribution to student health as well as its potential to recruit students to the campus. This project is an example of a student-led initiative whose very process enhances the institution's prospect of developing well-rounded future professionals.

The \$8.9 million project is ambitious in scope and in terms of logistics needed to accomplish programming goals. The work will include 12,000 sf of additions and renovations to an existing facility, and then build 18,500 sf of completely new construction—footings and all—to adjoin the rest of the exterior shell.

The re-imagined center will offer spaces for wellness, recreational, and intramural functions, including two basketball courts, a new group fitness room, a low-level rock-climbing wall, new locker rooms, and expanded areas for cardiovascular fitness and weight training.





ROCHESTER AREA FAMILY YMCA

Rochester, Minnesota

The Rochester Area Family YMCA had a vision to expand the facility to provide additional features for children and to better serve its membership. TSP designed a comprehensive addition and renovation project for the tight urban site. The work increased the fitness center's size, expanding the north end of the existing facility with a family recreation pool.

In addition to the expansion, extensive renovation to the interior of the facility was designed to improve circulation, membership interface, and control at the main entrance. The project co-located all child care services near the main level's front entrance and also upgraded locker room facilities. TSP teamed with WSB & Associates personnel for this project.



DEADWOOD RECREATION CENTER

City of Deadwood, Deadwood, South Dakota

Originally constructed in 1912 as an auditorium, the Deadwood Recreation Center is truly the heart of its community. A building conversion in 1958 repurposed the facility as a recreation center with a swimming pool and gymnasium, and the community has adapted the structure many times since then to respond to citizens' needs. TSP was selected in 2008 to design the latest addition and renovation.

The project presented numerous planning and design challenges—among them, constraints due to historical, archaeological site, building system, and cost concerns. TSP partnered with Associated Pool Builders to meticulously coordinate an intense, six-month planning process with stakeholders from the City, State, historic preservation society, and community at large.

The existing historic building now houses refurbished recreation spaces and locker/shower rooms. The addition includes a six-lane competition pool, zero-entry pool with slide, and an elevated walking track suspended from the natatorium's structural joints.

Separate mechanical systems serve the track and swimming spaces, providing appropriate temperature and humidity levels for each environment. The walking track is completely enclosed and tempered separately from the warmer pool zone, which is maintained by a 20,000 CFM heating/cooling Energy Recovery Unit.



MARSHALLTOWN COMMUNITY YMCA/YWCA

Marshalltown, Iowa

When the Marshalltown Community YMCA received a generous gift of \$28 million from Virginia Henry Horner, they embraced the opportunity to create a joint YMCA/YWCA. The state-of-the-art facility would be the first of its kind, and its design presented complex challenges in terms of identifying shared spaces and differentiating among various programs. Each step of the planning process had to consider a 60-acre campus—not just a stand-alone facility.

Input from stakeholders, members of end-user groups, and community members was crucial to our TSP team's effort. Together, we outlined needs and balanced a wish list against resources. As a result, the final product successfully addressed the community's goals for a wide demographic, from youth and teens to parents and seniors.

In addition to typical wellness center features such as gymnasiums and an eight-lane, 25-yard lap pool, the Marshalltown project includes several unique amenities—

- Themed water park with slides, zero-depth-entry pool, and children's play area
- Competition pool that allows one portion to be used for events while the balance remains open for patrons
- Spectator seating for nearly 1,800 to attract state and regional events
- Electronic "Fit'links" system throughout, to record daily workout journals so personal trainers can review the workout habits of clients enrolled in the program
- Saunas and a steam room in both the men's and women's locker rooms—which adjoin a common massage suite staffed by facility employees
- Medical alert system throughout the facility
- Running track that offers views to all major areas in a single 1/10-mile lap
- Geothermal well fields to provide heating for the entire complex



SPELLERBERG INDOOR AQUATIC PARK

City of Sioux Falls, Sioux Falls, South Dakota

The City of Sioux Falls partnered with the TSP to plan a new aquatic park for South Dakota's largest town. The facility will replace the existing pool at Spellerberg Park, which is centrally located to serve the entire community. The project will be the first indoor pool complex owned and operated by the City. The project gained public support through a ballot question affirmed by voters in April 2014, and construction began in April 2015.

Spellerberg's new indoor facility will include several features grouped within a common area. The 5,739 sf recreational pool will have a zero-depth entrance, a 15-foot water slide, adjoining lap lanes, a current channel, and water sprays along the perimeter. Based on community feedback, TSP designers increased the therapy pool's depth to 5 feet.

A 50-meter competition pool with diving boards will be situated in a separate area, with offices, a lifeguard room, and locker rooms accessible from either main functional space. A mezzanine level will afford spectators an overhead view of the 12,932 sf pool during events.

An outdoor spray park, sun deck, and picnic areas are a few of the features that are planned for later development, to honor the park's history as a community gathering place.





HONEY CREEK RESORT STATE PARK AQUATIC CENTER

Moravia, Iowa

The vision of creating Iowa’s first “destination state park” is now a reality. The Iowa Department of Natural Resources needed a management and design team to create a resort state park and lead in the development of a sustainable, energy efficient, and environmentally friendly recreation opportunity for vacationers, tourist, and conference attendees.

TSP was awarded the planning, design, and construction administration contract for the \$50 million Honey Creek Resort State Park. Honey Creek, located on 11,000 acres near Rathbun Lake in southern Iowa, offers a full range of overnight accommodations and a broader range of outdoor recreational activities for the whole family. The project includes a 105-room lodge with restaurant and lounge; 15,000 sf aquatic center; 5,000 sf conference/retreat center; 18-hole golf course; 28-37 family cabins; a 20-30 site upscale RV campground; hiking trails, picnic shelters and activity center; boat ramps and dock facilities; and a pedestrian bridge.

To ensure all goals of the project were addressed, TSP collaborated with local agencies to provide a design that enhances the community and preserves its environment. To legitimize the resort’s focus on conservation, the planning and design team has submitted for LEED Silver certification and Audubon Cooperative Sanctuary Program Certification.



ARROWOOD RESORT BIG SPLASH WATERPARK

Alexandria, Minnesota

The Arrowwood Resort in Alexandria, Minnesota is located on the shore of Lake Darling. Open year-round, it offers an 18-hole golf course, horse stables, indoor tennis, a full-service marina, snowmobiling, ice skating, and sleigh rides.

The owner wanted a special attraction to supplement its winter recreation. They engaged TSP to help plan and design an indoor waterpark. The result is the “Big Splash”, a 38,000 sf Caribbean themed waterpark that opened September 2003.

The heart of “Big Splash” is a 4-story waterslide with three 250 ft long slides that take the rider from inside to outside and back to the plunge pool. The plunge pool connects to a 300 ft long leisure river that winds around the mountain themed slide tower.

The “Big Splash” also includes a 3,400 sf wading pool with the Calypso Cabana Play Fort. The Cabana has slides, water cannons, geysers, and a 500-gallon splash bucket. There is a 1,270 sf activity pool with three basketball hoops and a water walk. It also includes a 20-person spa, locker rooms, arcade and snack and beverage bar.

The building is constructed of insulated pre-cast wall panels, glu-lam roof structure with clerestory windows, a large deck overlooking Lake Darling and an elevated climate control link to the main resort building.





STEVE SORENSEN, AIA, LEED AP
PRINCIPAL-IN-CHARGE
TSP, INC.

TIM RILEY
PROJECT MANAGER
TSP, INC.

TEAM MEMBERS

STEVE RABATIN, RA, LEED AP
PROJECT ARCHITECT
TSP, INC.

JEFF KING, CPO
RECREATION FACILITY PLANNING & OPERATIONS CONSULTANT
BALLARD*KING & ASSOCIATES

THOMAS SCHAFER
POOL FACILITIES CONSULTANT
USAQUATICS, INC.

KARA BRAUN, CID, NCIDQ
INTERIOR PLANNER
TSP, INC.

MIKE ANDERSON, PE, LEED AP
MECHANICAL ENGINEER
TSP, INC.

NATE WRIEDT, PE, RCDD, LEED AP BD+C
ELECTRICAL ENGINEER
TSP, INC.

JANELE TAVEGGIA, PE, LEED AP
CIVIL ENGINEER
WSB & ASSOCIATES, INC.

SCOTT LARDY
COST ESTIMATOR
TSP, INC.

GARY SABART
COMMUNICATIONS &
COMMUNITY SUPPORT
TSP, INC.

MATT SWENSON, RLA
LANDSCAPE ARCHITECT
WSB & ASSOCIATES, INC.

SECTION B | CONSULTING TEAM MEMBERS

RESUMES OF TEAM MEMBERS

THERE'S NO "ME" IN DESIGN

IT'S ALL WE. AND IT REVOLVES AROUND YOU.

The TSP team incorporates a user-focused design approach. We engage stakeholders such as facility managers and maintenance crews, and administrators. Together, these key stakeholders teach us about your programmatic, operational, and financial needs so we can incorporate their insider knowledge into our designs. The result: facilities that work at the highest level for everyone.

Our people will guide you through a finely tuned planning process, from planning and programming stages through pre-design, design, and construction phases. We'll design and create solutions that support operational excellence--and function so seamlessly, your residents and employees will be amazed.



STEVE SORENSEN, AIA, LEED AP

Principal-in-Charge

TSP, Inc.

Steve has been a leader at TSP for more than 40 years. He has a passion for working with clients at the earliest stages of project inception to identify goals and design solutions. Steve works to fully understand the unique operational needs of clients and takes pride in providing innovative, flexible solutions to ensure facilities operate at optimum efficiency now and into the future.

Education: Bachelor of Arts, Architecture, Iowa State University

Years of Experience - 45 years

SELECTED RELEVANT EXPERIENCE

- Rochester Recreation Center, Rochester, MN
 - Recreation Center Addition/Renovation and New Senior Center
 - Recreation Center Energy Study
 - Recreation Center Original Facility, various additions and service
- Rochester Area Family YMCA Expansion & Remodel
- Forest City Family Aquatic Center, Forest City, IA
 - Pool Study
 - New Aquatic Center
- Mayo Civic Center, Rochester, MN
 - Civic Center Expansion 2015
 - Arena and Auditorium Work
 - Outdoor Plaza
 - Presentation Hall
 - ADA Upgrades
 - Convention Center Addition/Renovation, North Expansion 2001

SECTION B | CONSULTING TEAM MEMBERS

RESUMES OF TEAM MEMBERS



TIM RILEY
Project Manager
TSP, Inc.

As Project Manager, Tim will be intimately involved in all phases of development and construction. He is responsible for streamlined project management including day-to-day communication, leading the project team, and coordinating, managing, and defining tasks and timelines. It is his charge to balance your project needs with its budget, working with the technical team to discover cost sensitive solutions addressing your challenges.

Education: Associate of Applied Science, Architectural Commercial Design, Wisconsin Technical College

Years of Experience - 20 years



JEFF KING, CPO
Recreation Facility Planning & Operations Consultant
Ballard*King & Associates Ltd.

As a founding partner of Ballard*King & Associates, Jeff has more than 30 years of experience in recreation facility operation and planning. He's provided consulting services to more than 200 communities who have benefited from his extensive background in recreation center planning and management. He's also co-founder of a regional recreation facility planning conference and is actively involved with the Colorado Parks and Recreation Association's Recreation Facility Design and Management School.

Jeff's project expertise includes facility planning and construction, economic impact studies, energy conservation systems, preventative maintenance programs, and programming for staff levels, operations, and marketing budgets. He's also performed park and recreation master plans and audits of existing lands and facilities. Jeff grew up in North St. Paul and has worked on numerous recreation projects and studies in Minnesota.

Education: Bachelor of Business Administration, Lindenwood University

Years of Experience - 30 years



STEVE RABATIN, RA, NCARB, LEED AP
Project Architect
TSP, Inc.

A Senior Architect and Project Manager, Steve brings a high level of technical skill to your project. He will be consistently involved in all phases of the project from planning through final construction, ensuring that project documents provide a well-defined solution and that your project is delivered on-time and on-budget.

Registered Architect: MN

Education: Master of Architecture, University of Minnesota

Years of Experience - 15 years



THOMAS SCHAFFER
Principal/Pool Facilities Consultant
USAquatics, Inc.

Tom has worked in the aquatic arena since 1974. His experience includes consulting for a wide range of aquatic facilities. Tom is a strong advocate for close owner-client relationships and proper training of operators. These beliefs help create the exact facility an owner desires, as well as developing operators to properly maintain these facilities.

As firm Principal, Tom is responsible for overseeing the work of the aquatics team. He has been actively engaged in the aquatics industry for 40 years and has been involved in a wide-range renovation and new projects, both large and small. His experience brings a breadth of knowledge concerning what works well and what does not when it comes to swimming pools and aquatic operations.

Certifications: Certified Pool Operator (CPO)
CPO Instructor, National Swimming Pool Foundation

Education: Bachelor of Architecture, North Dakota State University

Years of Experience - 41 years

SECTION B | CONSULTING TEAM MEMBERS

RESUMES OF TEAM MEMBERS



MIKE ANDERSON, PE, LEED AP

Mechanical Engineer

TSP, Inc.

Mike is responsible for your ultimate satisfaction with the performance of the TSP team. He will provide ongoing oversight and ensure the right resources are assigned to your project. He loves questions and will work with you to resolve any issues or address any concerns as your project is implemented.

Professional Engineer: MN, IA, NE

Education: Bachelor of Science, Mechanical Engineering, Iowa State University

Years of Experience - 40 years



KARA BRAUN, CID, NCIDQ

Interior Planner

TSP, Inc.

Kara is a well-rounded design professional with extensive experience in space planning, FF&E, and creating beautiful, functional interior spaces. She develops solutions that balance aesthetics, budgets, life cycle costs and maintenance/durability factors to create interior spaces that improve efficiency and increase occupant comfort and satisfaction.

Education: Bachelor of Science, Interior Design, Studio Arts Minor, Minnesota State University–Mankato

Years of Experience - 17 years



NATHAN WRIEDT, PE, RCDD, LEED AP

Electrical Engineer & Technology Designer

TSP, Inc.

Nathan's experience in electrical distribution, technology systems, and systems integration will help the team understand the full scope of a project, starting with day one. His experience includes telecommunications, security, audio and visual, and fire alarm. With technology and systems integration becoming a high priority for client operations—and an increasing portion of annual budgets—it is key that specialty electrical design begins alongside facility and infrastructure planning.

Professional Engineer: MN, IA, AZ, KY, NH

Education: Bachelor of Science, Electrical Engineering, South Dakota State University

Years of Experience - 12 years



SCOTT LARDY

Cost Estimator

TSP, Inc.

Scott is exceptionally qualified at providing construction cost services nationwide, with concentrated expertise in the Midwest. His experience encompasses more than 32 years of construction cost estimating, including cost projections, value engineering, constructability reviews, and material, labor, and equipment evaluations. He offers alternative products and procedures while advising on economic factors affecting these choices.

Education: Associate of Applied Science, Architectural Drafting & Estimating, North Dakota State College of Science

Years of Experience - 32 years

SECTION B | CONSULTING TEAM MEMBERS

RESUMES OF TEAM MEMBERS



JANELE TRAVEGGIA, PE, LEED AP

Civil Engineer

WSB & Associates, Inc.

Janele is a registered Professional Engineer and LEED Accredited Professional (BD+C) with over 19 years of experience in civil engineering and over 14 years in client and project management. Janele promotes custom designing storm water management measures that enhance the sustainability of the project and accent the adjacent building design. As a senior project manager at WSB, Janele encourages collaboration and utilizes team members based on their expertise to produce the ideal design within budget and on schedule.

Professional Engineer: MN

Education: Bachelor of Civil Engineering, University of Minnesota-Minneapolis

Years of Experience - 19 years



MATT SWENSON, RLA

Landscape Architect

WSB & Associates, Inc.

Matt is a registered landscape architect with 15 years of experience in landscape architecture and site/civil design. Spending much of his career with multi-discipline firms has allowed him to expand on his knowledge of all aspects of the analysis, planning and design of our built environment. Matt combines the scientific principles of civil engineering with the broad knowledge and aesthetic approach of landscape architecture to design appealing but practical relationships with the land. Matt encourages collaboration in a team environment with a strong belief that having our clients' best interest at heart can best be achieved by approaching design from the perspective of multiple team members to ensure a superior end product. Matt's experience includes all phases of the design and construction process including site selection, entitlements/planning, design documents, bidding and construction administration for private, commercial, municipal and military projects throughout the United States.

Registered Landscape Architect: MN

Education: Bachelor of Environmental Design, University of Minnesota-Minneapolis

Years of Experience - 15 years



GARY SABART

Communications/Community Support

TSP, Inc.

A great design doesn't mean much if the project doesn't get funded. Gary provides guidance to help you develop a well-crafted communications plan that helps your community, administration, staff, and residents share a strong, consistent message.

With more than 11 years experience in the A/E/C industry, Gary is knowledgeable, detail-oriented and schedule-focused. He will work with your team to develop communications to help educate and build support for your project.

Education: Bachelor of Science, Business Administration/Marketing, Bemidji State University

Years of Experience - 11 years



SECTION C | APPROACH TO PROJECT AND PROCESS

A THOUGHTFUL, REALISTIC PLAN FOR SUCCESS

PROJECT PROCESS STEPS	KEY ACTIVITIES
Step One Kickoff	1.1 Conduct project kickoff meeting with Task Force and City staff 1.2 Distribute project directory for project team and confirm appropriate lines of communication 1.3 Review proposed work plan and revise as appropriate to ensure the final product will meet the needs and expectations of the Task Force and City 1.4 Review proposed project schedule and adjust as appropriate 1.5 Review and discuss existing information 1.6 Discuss communications plan, any involvement needed by TSP's communications and graphics team
Step Two Analysis and Interviews	2.1 Conduct Market Analysis, demographic and competitive market analysis 2.2 Interview Task Force Members, City staff and Partner Organizations (YMCA, Spring Lake Park School District, and others as directed) 2.3 Develop program of facility spaces and preliminary cost estimate 2.4 Conduct Feasibility Analysis, fee structure, source of income, operating cost projections 2.5 Visit, assess and evaluate available building sites 2.6 Meet and discuss preliminary findings and concepts with Task Force and City for review and comment
Step Three Community Engagement	3.1 Discuss outline for community forum, method(s) for community feedback/input and communications plan with Task Force and City Staff 3.2 Prepare presentation materials in conjunction with Task Force and City 3.3 Facilitate Community Engagement Forum in conjunction with Task Force and City 3.4 Compile and document in-person community forum feedback and mailed/online feedback 3.5 Meet and share findings with Task Force and City for review and comment and discuss any adjustments
Step Four Conceptual Development	4.1 Incorporate feedback and develop preferred concept and site option 4.2 Develop cost estimate 4.3 Final review with Task Force prior to presenting to City Council
Step Five Study and Conceptual Design	5.1 Prepare final presentation materials in conjunction with Task Force and City 5.2 Provide hard copies and electronic files of Community Center Study to the Task Force and City 5.3 Present Conceptual Design to City for use in Community Survey #2

SECTION C | APPROACH TO PROJECT AND PROCESS ANALYSIS AND INTERVIEWS

The initial step of this project will be to examine any previous information that the City of Blaine has gathered concerning the development of a community center.

Having reviewed the information our team will begin to conduct the demographic analysis of the study. In this phase, Ballard*King & Associates (B*K) will be tasked with developing service areas for the facility, analyzing demographic characteristics of said service areas, overlaying participation rates from the National Sporting Goods Association (NSGA) and the National Endowment of the Arts (NEA). It is important to note that one, the identification of service areas will be completed working in conjunction with City of Blaine and the Community Center Task Force, TSP Architects and Engineers, and two, Ballard*King & Associates will use the most current accessible demographic information.

One focus is the completion of the competitive market analysis where a representative of Ballard*King & Associates along with other TSP team members will be onsite to identify, review and visit each of the alternative service providers that exist in the identified service areas. This step of identifying potential competitors in the service areas is an important step when providing recommendations about facility components and the subsequent size of said components.



With the demographic information, competitive market analysis, Task Force Committee and staff input complete, the project team can then assist with developing the program statement that outlines basic facility components and potential uses. The program statement deliverable will be in spreadsheet format listing the components and program related details within each component and estimate of size. This program statement will be provided to our team of Architects and Engineers who can then provide facility cost estimates including land, architectural/engineering, building and other costs.

With the program statement complete and the component sizes estimated, B*K will then apply their Operational Performance Indicator Analysis (OPIA) to the proposed community center. The OPIA process is a time-tested process that B*K has used to develop realistic operating budgets for community facilities. The end result deliverable of this process will be a line item budget accounting that will incorporate a detailed listing of all staffing, contractual services, commodities costs along with capital improvement reserve. Our team will try to match the same budget format and terminology utilized with the City of Blaine budget process. Additionally, the budget will address revenue projections and provide a 5-year operation projection for the facility. The revenue projections will be based upon memberships, daily admissions and program revenue.



An essential component of any project needing public support is involving community stakeholders in a meaningful way. All too often, the public is involved in the process as an afterthought. The result is predictable: The community feels left out of the process, and support tends to be minimal.

Open and Timely Communication

Our approach is designed around a structured and engaging community forum to give the public an opportunity to understand the project and provide feedback. It is always easier to support what you understand. In order to plan for the future, we need to share current program data and projected data for the future.

Our project team will work with the City to ensure that community stakeholders understand the process and are given ample opportunity for information and participation. Participant input is valuable and will contribute to the success of the project. Use of an internet-based survey and/or mailed survey to provide input opportunities are beneficial for those who cannot attend the community forum.

Our team can help you conduct communication about your project through a variety of channels. A few of the options include mailings, materials for the City's Website, e-Newsletters, social media, and local newspaper and television. As determined by the Task Force and the City, we also can assist with subsequent community forums to gather residents together.

TSP's in-house team of communication specialists includes writers and graphic designers who are available to assist the Community Center Task Force and City of Blaine.



METHODS OF PUBLIC ENGAGEMENT AND FEEDBACK

The TSP team uses community forums to present the City's vision and goals to residents, and to gather valuable feedback from citizens. In addition to bringing more ideas to the table, this approach helps identify potential early objections to preferred options, and begins the work of building consensus around the project's features and cost.

The TSP Team will facilitate the forums with the Task Force and City, obtaining citizens' perspectives through one or more methods. These methods could include—

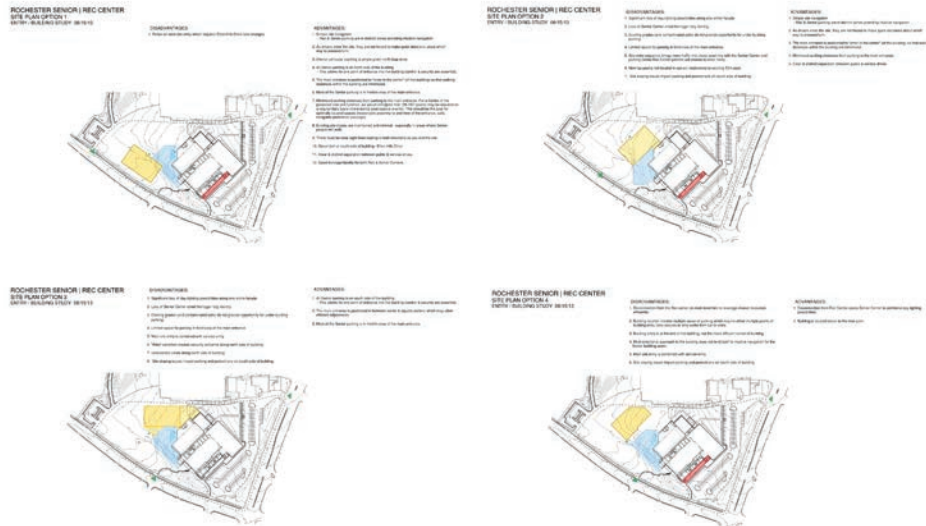
- Small Group Discussion/Breakouts
- Large Group Presentations
- Open House Style Workshop (Display Boards)
- Comment Cards/Sticker Voting
- Real-Time Polling involving public participation by use of their phone or tablets. One example is the web-based software program Poll Everywhere. Visit <http://www.polleverywhere.com/how-it-works>
- Mail or Online Surveying

SECTION C | APPROACH TO PROJECT AND PROCESS

CONCEPTUAL DEVELOPMENT



COLUMBUS FAMILY HEALTH & WELLNESS CENTER
Columbus, Nebraska | First Level Floor Plan



Rochester Recreation Senior Center



CONCEPTUAL DESIGN EXAMPLES TOP: COLUMBUS FAMILY HEALTH & WELLNESS CENTER, COLUMBUS, NEBRASKA

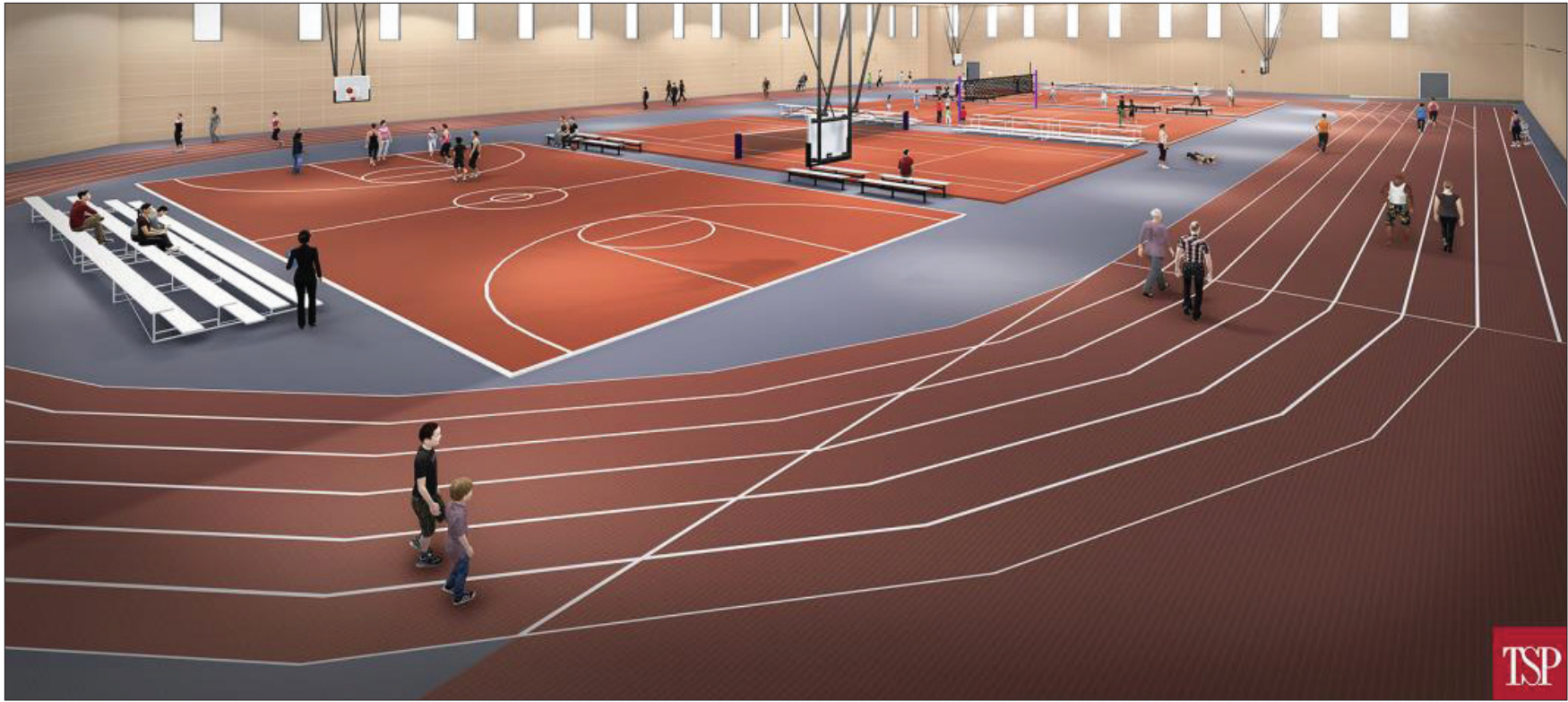
BOTTOM: ROCHESTER RECREATION AND SENIOR CENTER, ROCHESTER, MINNESOTA

SECTION C | APPROACH TO PROJECT AND PROCESS

PROPOSED SCHEDULE

Proposed Schedule		Week of 7/13/15	Week of 7/20/15	Week of 7/27/15	Week of 8/3/15	Week of 8/10/15	Week of 8/17/15	Week of 8/24/15	Week of 8/31/15	Week of 9/7/15	Week of 9/14/15	Week of 9/21/15	Week of 9/28/15	Week of 10/5/15	Week of 10/12/15	Week of 10/19/15	Week of 10/26/15
Community Center Study and Conceptual Design, City of Blaine		Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16
Step One: Kickoff	Enter into agreement with City																
	Hold kickoff meeting with Task Force and City																
Step Two: Analysis and Interviews	Interview Task Force and City Staff and Partner Organizations																
	Conduct Market Analysis, Programming, Feasibility Analysis																
	Prepare and share preliminary concepts and findings with Task Force																
Step Three: Community Engagement	Facilitate Community Input Workshop																
Step Four: Concept Development	Incorporate feedback and further develop preferred concept, prepare cost estimate																
	Final review and refinement with Task Force																
Step Five: Study and Conceptual Design	Conceptual Design and Community Center Study to City Council																

Note: This is an initial, proposed schedule. Further discussion with the Community Center Task Force would be needed. The schedule shall be extended or shortened to suit the Task Force's availability to meet, comfort level with the project's pace and frequency of meetings. We understand the Task Force meetings were held on a monthly basis on Mondays at 6:00pm. This date/time would work well the project team.



TOP: RENDERING OF LITTLE FALLS COMMUNITY CENTER/FIELDHOUSE, LITTLE FALLS, MINNESOTA
BOTTOM: NORTHEAST REGIONAL HEALTH AND FITNESS (OWNER), MANAGED BY ABERDEEN YMCA; ABERDEEN, SOUTH DAKOTA

SCOPE OF WORK

- Project Management, Meeting Coordination and Interviews
- Market Analysis
- Programming/Space Program
- Feasibility Analysis
- Site Assessment
- Cost Estimating
- Conceptual Design
- Community Engagement Facilitation
- Ongoing Referendum Support

Deliverables

- Community Center Study with Conceptual Design and Cost Estimate (electronic and hard copies)
- Presentation to Task Force and City Council

PROPOSED FEE

The TSP team proposes a lump-sum professional fee of \$62,000 plus reimbursable expenses not to exceed \$7,200.

ADDITIONAL SERVICES AVAILABLE

The following services are available for an additional fee, if requested by the City of Blaine:

- Animation
- Site soils analysis
- Parking lot lighting analysis or design
- Storm sewer design
- Traffic studies
- Topographic survey
- Architectural and engineering design services



**CONCEPTUAL DESIGN, SITE ASSESSMENT, COST ESTIMATING
AND COMMUNITY ENGAGEMENT FACILITATION**

CTIY OF BLAINE, MINNESOTA



Architecture
Engineering
Planning