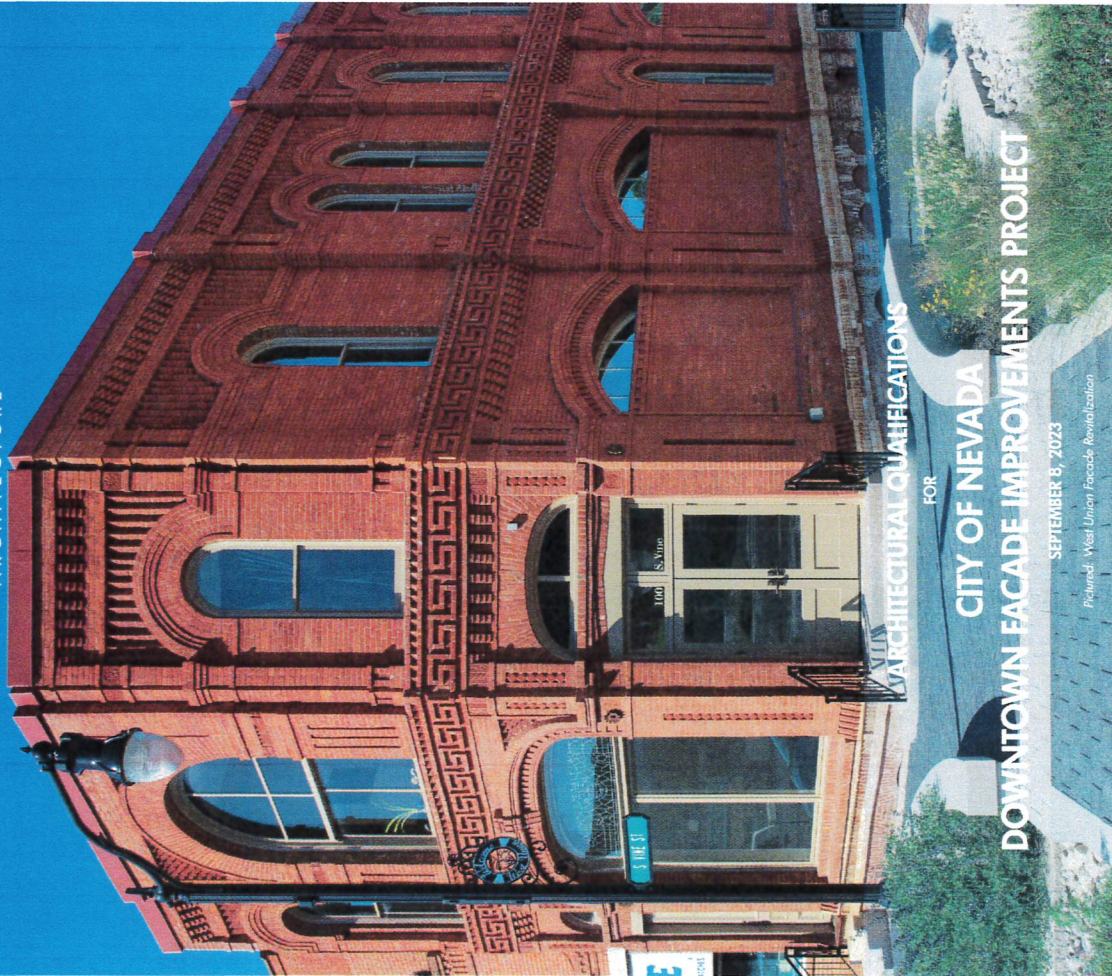




MARTIN GARDNER ARCHITECTURE



ARCHITECTURAL QUALIFICATIONS

FOR

CITY OF NEVADA

DOWNTOWN FACADE IMPROVEMENTS PROJECT

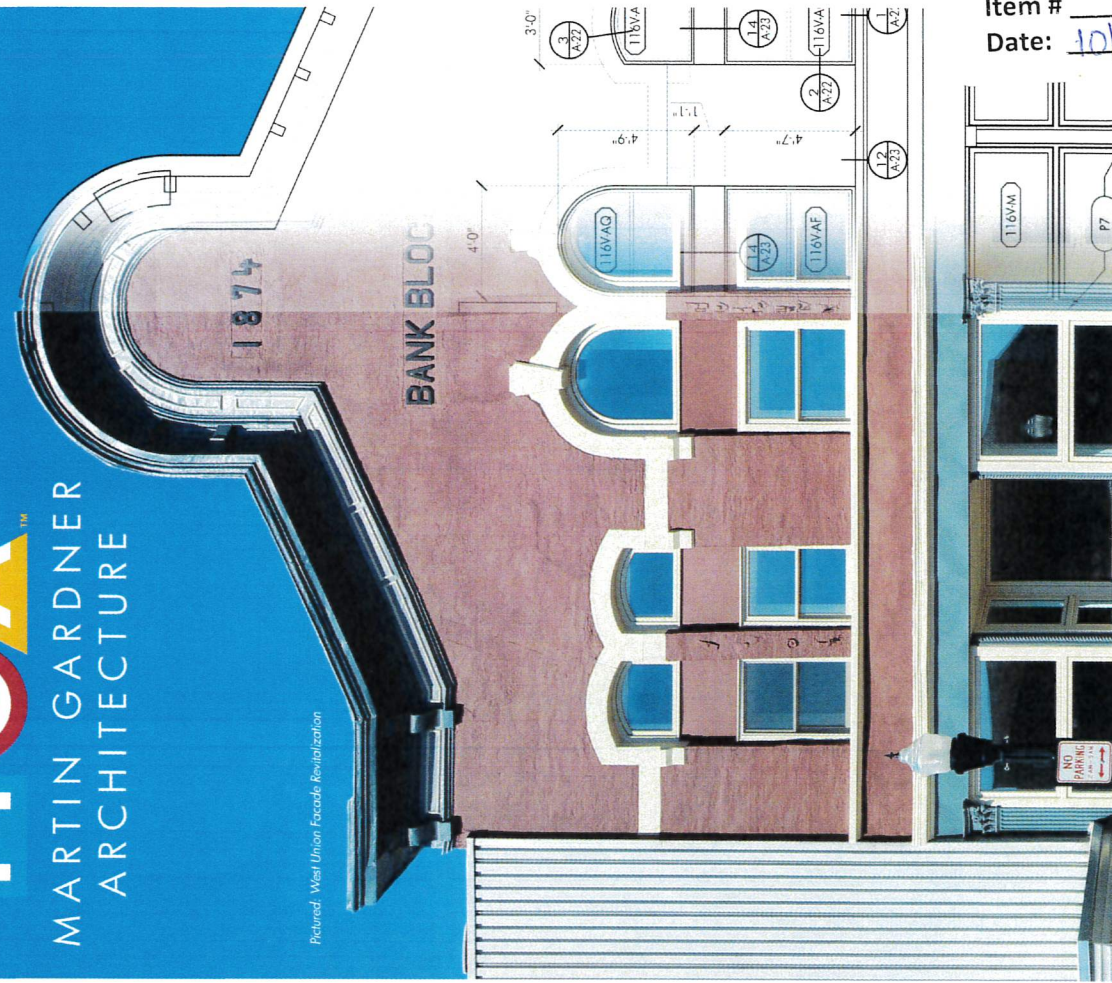
SEPTEMBER 8, 2023

Pictured: West Union Facade Revitalization



MARTIN GARDNER ARCHITECTURE

Pictured: West Union Facade Revitalization



Item # 7A
Date: 10/9/23



September 8, 2023

City of Nevada
1209 6th Street
Nevada, IA 50201

Re: Request for Qualifications (RFQ) Architectural Services Nevada Downtown Facade Improvements Project

Dear Ms. Wright and Selection Committee,

Thank you for the opportunity to help you preserve and revitalize your beautiful downtown. We believe that our knowledge and experience can help guide you through this facade revitalization project to stimulate reinvestment in your core neighborhoods, while preserving the historic fabric of your community. Our firm has the expertise to design your project following the Secretary of the Interior's Standards for the Treatment of Historic Properties, and all project team members meet the Professional Qualifications Standards in Historic Architecture as outlined by the National Park Service.

Our commitment to historic preservation is very personal to me. As past President of Save Cedar Rapids Heritage, a local non-profit focused on raising awareness of the value of historic buildings in our community, I have an empathy and understanding of the issues historic communities face. My family and I live in a 1901 Queen Anne style house in a historic district, so I have first-hand knowledge of the personal investment historic buildings often require. I also serve on the Cedar Rapids Main Street Board and Design Committee. Furthermore, our office in Marion is located in the First National Bank Building, built in 1894, and our Oelwein office is located in the historic Hotel Mealey, built in 1898.

In the body of our qualifications, you will see a list of projects that involved renovation of historic buildings and our firm's experience with downtown facade projects, many CDBG-funded projects, and many other grant and loan programs. Many of our projects are historic preservation, adaptive reuse, or renovation projects. We have a commitment to follow the guidelines set by Iowa Economic Development Authority (IEDA) and the State Historic Preservation Office (SHPO) necessary for a facade project or historic tax credits.

We have quite an extensive amount of experience in working with grant programs like CDBG. We are also very familiar with the Main Street Program. A more detailed list of these agencies is included. Each year we help communities plan projects, create promotional materials, and raise money as a part of the project team. We are currently working with or have recently completed work with the following cities on their Downtown Building Facade Revitalization efforts:

- City of Riverside Main Street Facade Improvement Project: Includes the rehabilitation of 8 building facades. This project is currently in its preliminary design phases with submission for grant award scheduled for this Fall.
- City of Anamosa Main Street Facade Improvement Project Round #2: Includes the rehabilitation of 11 building facades. This project is currently in its final design phases with construction to start this Fall.
- City of Muscatine Main Street Facade Improvement Project: Includes the rehabilitation of 10 building facades. This project is currently in its final design phases with construction to start this Fall.
- City of Anamosa Main Street Facade Improvement Project Round #1: Includes the rehabilitation of 21 building facades.
- City of Elkader Main Street Facade Improvement Project: Included the rehabilitation of 18 building facades.
- City of West Union Main Street Facade Improvement Project: Included the rehabilitation of 13 building facades.
- City of Marion Main Street Facade Improvement Project: Included the rehabilitation of 13 building facades.
- City of La Porte City Main Street Facade Improvement Project: Included the rehabilitation of 14 building facades.

Thank you again for the opportunity to assist you in revitalizing your beautiful downtown and stimulating reinvestment throughout your community. Please don't hesitate to reach out to us should you have any questions regarding our proposal or would like additional information.

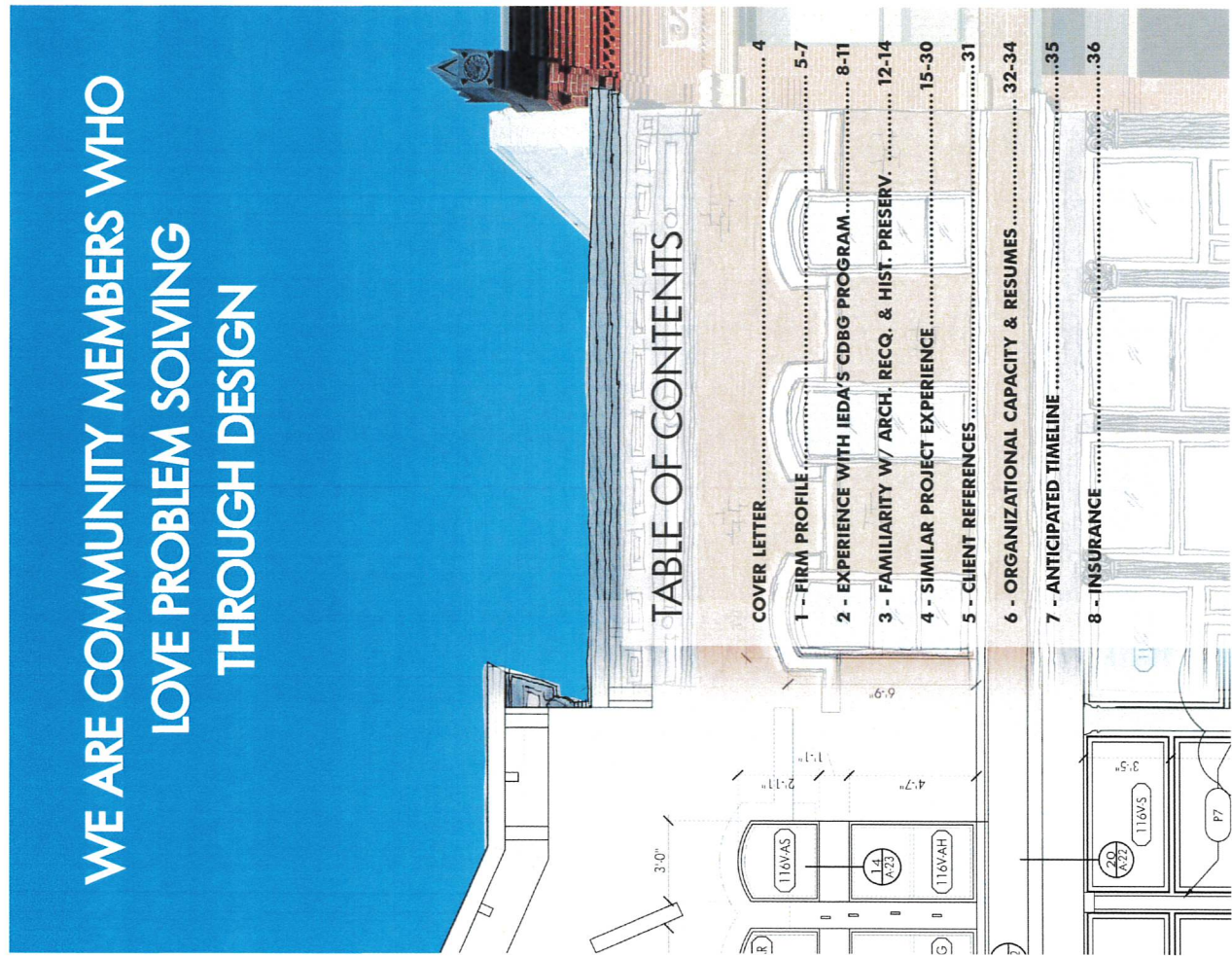
Sincerely,
Bethany Jordan

Bethany Jordan, AIA, Historical Architect

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WE ARE COMMUNITY MEMBERS WHO
LOVE PROBLEM SOLVING
THROUGH DESIGN

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1 - FIRM PROFILE

PRESERVATION We will use knowledge to design, repair, protect, and conserve the "structure of the historic" standards for the treatment of Historic Properties. Whether your design solutions point to the need for Preservation, Rehabilitation, Restoration or Reconstruction, we will be with you every step of the way. We will be with you every step of the way, stop character-defining features, fabric, and finishes, while incorporating modern day amenities for occupant comfort.

PASSION Each historic building is unique - we love discovering a building's history and celebrating it with our clients. We understand that historic buildings are not just buildings, they are part of our community's identity. We strive to preserve your historic building a will continue to serve as an asset to your community for generations to come.

STEWARDSHIP Carl Lofgren writes "The greatest building is the one already built." Preservation and reuse of historic buildings reduces consumption of resources, less energy, fewer manufacturing buildings and constructing new ones.

SAFE Compliance with current life safety codes can be a challenge for historic buildings. We have expertise using a variety of code compliance methods to improve occupant safety and meet building code while preserving character defining features and finishes.

PURPOSE Giving a historic site a new purpose can bring life back to a building. We work with our clients to identify a suitable end-use and use of ADA space in a building to define a new building use and adaptability to an existing site. Your commitment paid has great potential to become an integral part of your future.

CONNECTION Historic places are a tangible connection to our past, they are living history. Events that you can touch and feel. School buildings, houses, and other structures are an important part of our community. We help our clients learn about history and ourselves.

HUMAN EXPERIENCE Our clients, built as a society and as an individual, are intertwined with place. Historic buildings are an important part of our experience. We help our clients understand the value of the places we live in and where we have come from.

UNDERSERVED Cultural preservation of our unique historic buildings is an ongoing challenge. Historic buildings are often overlooked and undervalued. It's important that all voices are heard and considered, especially for public projects where collaborative grant-making models are desired.

EDUCATE/OUTREACH We strive to raise awareness of the valuable role historic buildings play in our communities. By educating others on the importance of having a historic presence in your town, efforts compound and generate the greatest possible investment, investment and results.

FUNDING While our historic buildings carry value beyond just dollars, our system look, funding always plays a key role in any project. Many historic buildings qualify for special grants and programs from state and federal governments. We work with our clients to identify funding opportunities and help you take advantage of all available funding opportunities.

HISTORIC

WHAT'S BEHIND OUR DESIGN?



1 - FIRM PROFILE

Martin Gardner Architecture P.C. has been providing **EXCELLENCE** in architecture, design, master planning, needs assessment, creative placemaking, and other consulting services in eastern Iowa for over **35 YEARS**. We have a dynamic team between two offices with a wide-ranging portfolio of over **2,000 PROJECTS**.

We believe in strong and **VIBRANT COMMUNITIES** and building places in them that are meaningful, impactful, and resilient. As Community Architects it is our responsibility to advocate for your needs and work toward the success of your project. We go beyond the surface of the issues to discover and address the real challenges underlying any project to achieve positive results.

Building **TRUST** and meaningful relationships with our clients are the keys to our success. We believe in being easily accessible to our clients. We also enjoy traveling to our clients and spending time in the communities that we work in so that we remain

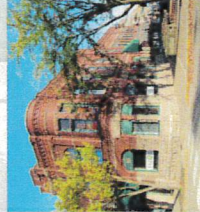
engaged, attentive, and responsive to your needs and goals. The best places and spaces are products of **COLLABORATION**, community input, and shared ideas. As design professionals, we value and depend on feedback from owners and project users to continually learn, better our practice, and improve our services. We listen and learn when we tackle a new design or renovation rather than coming in with a predetermined approach, style, or solution. We want our clients to be involved with the design process. We encourage **PARTICIPATION** by our clients and their communities, and we maintain this as our guiding principle throughout the entire design process.

It is important to us to design with purpose and to hold ourselves responsible for our clients' financial resources and to **STEWARDSHIP** the natural and built resources we have inherited. We believe that our clients projects deserve our utmost effort and that our clients will always be treated with respect and consideration at all times. Together we can achieve more, and together we can **MAKE GREAT THINGS** happen!

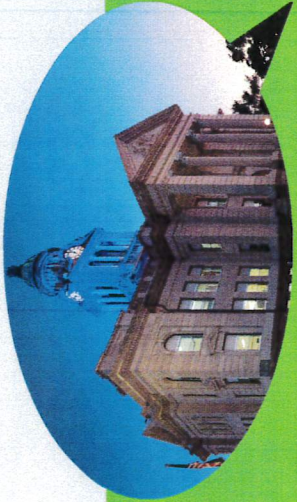
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Marion, IA 52302
Phone: (319) 377-6004
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1 - FIRM PROFILE



"We have been working with Martin Gardner Architecture since 2017 to preserve and rehabilitate our historic 1904 courthouse. A multi-phase master planning process developed and led by Bethany Jordan has identified and prioritized stabilization and rehabilitation projects. Each phase of planning and work have been carefully laid out for the board of supervisors. Thorough recommendations have been provided by MGA with supporting documentation from the Secretary of the Interior's Standards. MGA established rapport with the board and other county employees, resulting in a credible master plan that will be well utilized over coming years. Through their dedication and expertise, Winneshiel County can preserve this landmark building for generations to come."

Dean Thompson | Retired Supervisor | Winneshiel County Board of Supervisors

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2 - EXPERIENCE WITH IEDA'S CDBG PROGRAM

Martin Gardner has extensive experience with Community Development Block Grant Projects (CDBG). For many years we have been working with a variety of agencies throughout Iowa to obtain funding and design the buildings.

PROJECT SCOPE DEVELOPMENT AND COLLABORATION

- Coordinate efforts with persons who be the community leaders in the process.
- Identify potential buildings within the community to include in the project and coordinate this information with community contacts.
- Work throughout the project to keep building owners and community contacts informed about the project status.
- Work with your grant administrator to coordinate program compliance.

FACADE IMPROVEMENTS PROJECTS DESIGN EXPERIENCE

- Work with Main Street concept renderings to compile project details and workable budgets.
- Create schematic level design renderings portraying improvements where renderings were not supplied by others.
- Recommend additional and alternate facade improvement measures to project stakeholders.
- Collaborate with Iowa Economic Development and the State Historic Preservation Office to ensure that the designs comply with The Secretary of Interior Standards.
- Make sure facade renovations are appropriate and in the best interest of the historic downtown district.
- Develop opinions of costs to align scope of work with project budget. Producing technical bidding documents.

FACADE IMPROVEMENTS PROJECTS BIDDING EXPERIENCE

- Procure competitive bids from qualified contractors.
- Review bid results with stakeholders, verify that bids are legitimate, and providing recommendations for approval.
- Negotiate with contractors to adjust scope of work and modify costs respectively if the bids are not in line with expectations.

FACADE IMPROVEMENTS PROJECTS CONSTRUCTION EXPERIENCE

- Administer to the Owner's agreement with the Contractor for Construction.
- Outline scheduling parameters.
- Streamline project communication between the contractor and the owners.
- Facilitate construction coordination, observing the contractor is conducting the work.
- Verify work progress is in line with contractor payment applications.
- Keep stakeholders abreast of construction progress.
- Verify the contractor is conducting the work in compliance with the bidding documents.

8

2 - EXPERIENCE WITH IEDA'S CDBG PROGRAM

Community Development Block Grant (CDBG) projects require constant attention to the evolving requirements. Facade projects operate according to requirements specialized for the program requirements. We seek to remain current with these requirements and also are not hesitant to seek information and approval from Iowa Economic Development (IEDA) at each step of the process and the State Historic Preservation Office (SHPO). This is all done in coordination with your grant administrator. We also have worked with a variety of other Community Block Grant Programs. The following is a partial list of our CDBG-funded projects in recent years. The date shown is the year the application for funding was made.

- CITY OF MUSCATINE STOREFRONTS (2022)**
Renovation of 11 downtown storefronts on the south side of Main Street, currently in its final design phase.
- CITY OF ANAMOSA STOREFRONTS ROUND 2 (2022)**
Renovation of 11 downtown storefronts on the north side of Main St and Ford St, currently in the bidding phase.
- CITY OF ANAMOSA STOREFRONTS ROUND 1 (2020)**
Renovation of 10 downtown storefronts on the south side of Main Street.
- DYSART COMMUNITY BUILDING (2017)**
Complete renovation of the original building built in 1937.
- LA PORTE CITY STOREFRONTS (2017)**
Renovation of 14 downtown storefronts.
- MARION STOREFRONTS (2016)**
Renovation of 13 downtown storefronts.
- WEST UNION STOREFRONTS (2015)**
Renovation of 18 downtown storefronts.
- EIKADER STOREFRONTS (2014)**
Renovation of 21 downtown storefronts.
- KALEIDOSCOPE CHILD CARE (2013)**
New childcare building at North Fayette High School.
- MANCHESTER COMMUNITY CHILDCARE (2013)**
Addition to a 1912 Arts and Crafts style school.
- ADVANCEMENT SERVICES (2013)**
5,640 square foot building to house part of the services of this sheltered workshop.
- RISE (2011)**
Interior renovations to improve client work, lunch, learning spaces and improved client access.
- OELWEIN CSD – CHILDCARE RENOVATIONS (2008)**
Elementary renovation to accommodate childcare.
- SPECTRUM (2007)**
Addition and renovations to an existing sheltered workshop building, including additional administration, client work, and classroom spaces.
- LITTLE BULLDOG CHILDCARE (2006)**
6,400 square foot childcare facility addition to the MFL MarMac Community School District Elementary Wing.
- LITTLE HOME CHILDCARE (2006)**
5,800 square foot childcare facility addition to the North Cedar Community School District Elementary Wing.
- EDGEWOOD COMMUNITY CHILDCARE & LEARNING CENTER (2000, 2005)**
5,900 square foot childcare facility built in 2000 with an addition added in 2005.
- WAVERLY CHILDCARE (2005)**
15,725 square foot Early Childhood and Headstart facility.
- EIKADER CHILDCARE & LEARNING CENTER (2004)**
Renovations and additions to convert a former USDA Rural Development Service Center to a childcare center.
- VALLEY COMMUNITY SCHOOLS – EARLY CHILDHOOD (2004)**
3,600 square foot Early Childhood facility addition to the Valley Community School District Elementary Wing.
- POSTVILLE CHILDCARE SERVICES (2002)**
11,950 square foot childcare, multicultural and community education facility.
- OPERATION NEW VIEW – HEADSTART (2000)**
A new 3,600 square foot Headstart facility.
- RAINBOWLAND PRESCHOOL/DAYCARE (2000)**
6,800 square foot childcare and preschool facility.
- WAUKON FAMILY SERVICES & HEADSTART (2000)**
A new 8,800 square foot Headstart facility addition to the North Winneshiek Community School District Facility.

2 - EXPERIENCE WITH IEDA'S CDBG PROGRAM

PRE-APPLICATION WORK TO INCLUDE:

1. Coordinating with building owners to develop preliminary renderings and cost estimates;
 - a. The first and primary goal/challenge of this type of project is getting quality participation and buy-in from the building owners. Often, engaging in a process like this is unlike anything they have ever experienced in their property ownership life. Property owners can be weary of large government programs and can carry a feeling of "giving up" control of a portion of their property. There can be feelings of needing to "keep up with the Jones'" but also feelings of distrust of a crowd. In working through past DIR projects, it is all about establishing expectations. Expectations surrounding what individual owner investment will be as the project progresses, what City investment will be, what the grant will cover, and what other opportunities may exist for property owners financially. The worst-case scenario is that a property owner participates in the entire process with little to no investment and then withdraws from the program after bids come back. This wastes the resources of the City, the grant, the design team, and resources that would have been available for other property owners.
 - b. It will be critical to establish a working relationship with stakeholders, and other grant partners (City, Chamber, Grant Admin, Etc) immediately. This can take many forms depending on how the individual property owners may best digest information. This may include group informational meetings with Q and A at various stages. It will include individual meetings with owners to determine their budgeted contributions which will heavily inform the potential scope of work for each property. Often, priorities need to be weighed when determining what the project will look like.
 - c. Having multiple property owners share monies from the same source can sometimes create conflict and contention. It often seems unfair that one building owner would get more dollars because their building requires much more repair or is much larger than another building. Some building owners may have more available to personally invest to "make the dollars go further". Early in the process, MGA will work to identify any of these conflicts, dependent on the scale of each building. From there we will work with the grant administrator and the parties involved to create a fair plan with the most desirable outcome for all parties and the community at-large.
 - d. As with any DIR project, property owners may want

POST-AWARD SERVICES:

1. Meeting with property owners as required to develop scope of work, budget, and plans for each building;
 - a. Upon the award of the grant, there is another opportunity to refine the scope of work, budget and design for each building. At this phase we further verify compliance and eligibility of the construction components that are desired or needed for the project and address any comments that may accompany the grant award.
 - b. Preparing plans, specifications, cost estimates, and other required documents;
 - c. This phase of the project can be the most straightforward when the previous work is performed properly. However, in order to help the grant administrator properly allocate funds and the contractors to adequately separate cost of work for each building, the construction documents need to be clear and organized. Accuracy and organization of backup documents are critical for alternatives, pay applications and change orders.
 - d. As the construction documents are completed, additional education is often needed to ensure that each building owner has a good sense of the expectations once bidding takes place and construction begins. They need to understand any anticipated disruption to business, what changes during construction mean, regardless of how the change comes about, when payment is due, and

2 - EXPERIENCE WITH IEDA'S CDBG PROGRAM

ongoing rules of what they can and cannot do to their building during construction.

3. Overseeing the bid letting process:
 - a. As mentioned above, good construction documents will help the public bidding process greatly.
 - b. Timing of release of the documents for bidding is also important. There will be many approval stages for the documents. MGA will work with the grant administrator to "walk the schedule backwards" to determine the timelines for jurisdictional review and revisions. To capture the best bidding climate, we will target certain times of the year. If these times cannot be met, we will seek alternative means to meet those times or wait for the next most advantageous time for bidding.
 - c. After the bids are received, we will sit down with each individual property owner to review the bids and any alternatives that may have been identified. Where bids do not align with the budget, we will work with the contractor to identify the components that do not align and work towards solutions. We do not want to jeopardize the initial commitment of the contractors. If one or more key properties withdraw or need scope adjustment, the contractor is often within their rights to withdraw their bid. This is also why the early stages of owner commitment are critical.
 - d. As part of the process, MGA will coordinate with the contractor to get all references, schedule of values, and other valuable documentation that is required for the grant and parts of the normal process of administering a public project.
4. Performing construction management activities – including on-site evaluations, review and approval of change orders, and final inspections:
 - a. Outline scheduling parameters.
 - b. Streamline project communication between the contractor and the owners.
 - c. Facilitate construction coordination, observing the contractor, is conducting the work.
 - d. Notify owners of hidden conditions and work through win-win solutions with the contractor and owner.
 - e. Verify work progress is in line with contractor payment applications.
 - f. Keep stakeholders abreast of construction progress.
 - g. Verify the contractor is conducting the work in compliance with the bidding documents.
5. Other additional services that can be provided.
 - a. MGA has helped a number of building owners apply for and receive Historic Tax credits and participate in other grant programs. This would be provided as an additional service directly to the building owner if requested though participation in other forms

PROFESSIONAL EXPERIENCE

3 - FAMILIARITY W/ ARCH. RECQ. & HIST. PRESERV. FAMILIARITY WITH STATE HISTORIC PRESERVATION OFFICE



The Secretary of Interior Standards and Guidelines are put in place to promote responsible preservation practices that help protect our cultural resources. We have become very familiar with these standards and guidelines over the years. We understand the intent and the purpose. Bethany has previous work experience in the State Historic Preservation Office creating in-depth publications on the Secretary of the Interior's Standards.

The State Historic Preservation Office (SHPO) is committed to preserving and protecting Iowa's historic resources. We collaborate with SHPO frequently and understand that their time is precious. Iowa Economic Development is the agency which administers these projects and is responsible to the Federal Government for compliance with the requirements of the programs. We understand the process of working with Iowa Economic Development in the review process as well. We believe our understanding of these projects and our familiarity with the program requirements helps us create appropriate projects that meet program requirements with a minimum amount of review and re-submittal. This helps keep project approval and review to the minimum possible. Mistakes can cost a project precious time as wait times for comments in the Section 106 review process is at least a month.

HISTORIC TAX CREDITS AND OTHER PROGRAMS

We can help them seek Historic Tax Credits and other programs that may be available at the time they wish to carry on their work. We again work with their grant administrators, their building owner's legal and accounting advisors, and local officials to comply with the requirements of the programs they desire to pursue. These are services which go beyond the scope of this project, but reinforce the value of our involvement in the project.

FUNDING FAMILIARITY

The following outlines our experience in working with financing sources for public buildings. This list is presented only to outline the depth of our experience and is not intended to suggest that these funds are appropriate for your project or that the programs are currently available.

Martin Gardner Architecture has been providing design services for over 35 years. Of that 35 years, many of our projects involved preservation, rehabilitation, and adaptive reuse of historic buildings.

Our firm has worked on many projects which have been subject to compliance with Secretary of the Interior's Standards for the Treatment of Historic Properties. We also have lots of experience working with, and for, the State Historic Preservation Office (SHPO) of Iowa. Bethany Jordan is a current Field Services Program Advisor for SHPO.

Beyond this experience MGA brings the ability of a full service architectural firm to this project. Our familiarity with Iowa, our knowledge of the local construction and bidding markets, and our depth of experience in rehabilitating and renovating hundreds of buildings in the area brings value to this project.

Our understanding of this project has a personal dimension. Along with MGA's extensive experience, our firm is located in the former First National Bank building located in Marion, IA. Our Marion office has been located in this historic structure which was built in 1894 for over 20 years. Working closely with the building owner MGA has taken responsibility to care for and preserve the structure since he bought it in 1992, including the ornate, terra cotta detailing.

Our Oelwein office is located in the historic Mealey Hotel. The first three floors of the brick structure were completed in 1898, and the top floor was added in 1916. Practicing every day in these buildings give us an awareness of the costs and constraints of preserving and repairing old buildings, but also the incalculable value they provide to the history of our community.



3 - FAMILIARITY W/ ARCH. RECQ. & HIST. PRESERV.

SECRETARY OF THE INTERIOR'S PROFESSIONAL QUALIFICATIONS STANDARDS



- We have an extensive number of projects that have been completed under USDA programs.
- We assisted the City of Marion in applying for an I-JOBS program and were ranked tenth in the State and were granted an award for the project.
- FEMA 361 SAFE ROOM GRANTS: We have completed two three tornado safe rooms for the City of Marion, City of Nashua, and Johnson County Conservation and are working with a school district on a future project.
- Community Development Block Grant (CDBG)
- Vision Iowa
- CAT
- IDOT T-21
- IDOT Scenic Byway
- Casino Funding Programs
- Main Street
- State and Federal Historic Building Tax Credits
- State Historical CLG and HRDP grants
- Vision/Enhance Iowa Grants

As outlined in the Code of Federal Regulations, 36 CFR Part 61, the Professional Qualifications Standards are used by the National Park Service (NPS) to "define the minimum education and experience required to perform identification, evaluation, registration and treatment activities."

The category of Historic Architecture requires:

The minimum professional qualifications in historic architecture are a professional degree in architecture or a State license to practice architecture, plus one of the following:

1. At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or closely related field; or
2. At least one year of full-time professional experience on historic preservation projects.

Such graduate study or experience shall include detailed investigations of historic structures, preparation of historic structures research reports, and preparation of plans and specifications for preservation projects.

All MGA team members on this project meet and exceed the Professional Qualifications Standards in Historic Architecture.

Licensed Architects have received specialized training consisting of advanced education and many years of practical experience to earn a license to practice architecture. Architects are empowered by the State of Iowa to design buildings which protect public health, safety, and welfare.

Of the 13 professionals that work together at Martin Gardner Architecture, 4 of them hold professional licenses to practice architecture in the state of Iowa and are members of the American Institute of Architects (AIA).

3 - FAMILIARITY W/ ARCH. RECQ. & HIST. PRESERV.

TECHNICAL KNOWLEDGE OF HISTORIC MATERIALS AND REHABILITATION

At the onset of the project, we first meet with the local community contacts and the grant administrators to gauge the number of building owners who have expressed interest in the program, specific grant requirements, meet with the individual building owners to discuss what needs to be done to their facade, requirements of the project program, and the outcomes envisioned for the project. At that point, we perform an assessment of the buildings and discuss with the building owners what can be completed under the project on their building and the associated costs. We talk through what the improvements involve and explain how the improvements are achieved. Building owners have lots of questions about historic preservation and normally even more about the restrictions and requirements of the grant program.

STEWARDSHIP THROUGH DESIGN

We perform our duties with diligence and the utmost care for the people that use and inhabit the places we design and the neighborhoods that those places contribute to. We purposely have remained a small local firm and do not have offices in glass towered-penthouses, but rather place our focus on service and stewardship of Iowa communities. Growing low-impact means focusing on people first, designing quality places to serve those around us, and working with the understanding that our designs help position our clients and communities for vibrant healthy futures for years to come. We understand our work is not isolated to the design and construction of projects but also impacts the greater character of a neighborhood and community and contributes to peoples' quality of life. We consider ourselves Community Architects because we understand that here in Iowa, it takes a village to accomplish great things. The dedication to each other and to one's neighbor is truly a unique quality to this state, and it is something we strive to honor in everything that we do. We volunteer, we mentor, we serve, we live, we work, and we play here. We will bring that passion and dedication to your project on day one and everyday thereafter.

COMMON TALKING POINTS:

Windows

Historic windows are a hot-button in the Historic Preservation world. There are a lot of myths about the cons of old windows. Although it can be costly to restore old windows, the old growth wood is harder and denser. The life expectancy of an old restored window can outlast a new wood window. And, in some cases, the old windows may be beyond repair and need a new window replacement. We can help educate owners on the value of historic wood windows.

Masonry

The bulk of masonry work in facade projects usually comes down to masonry repointing. It is important to test the existing mortar to find out what the integrity of the mortar and repoint the joint with a matching material in composition and color. We can help guide the mortar collection, testing, and testing results process. Once we get the testing report, we tailor the masonry repointing specification to the test results to ensure that the new mortar will match the original in color and composition.

Historic Metals

Metal Cornices and other historic sheet metal objects are difficult to recreate. The design specifications we produce lay out procedures for proper stabilization, replacement, cleaning, and protection.

4 - SIMILAR PROJECT EXPERIENCE

DOWNTOWN FACADE AND HISTORIC PROJECT EXPERIENCE

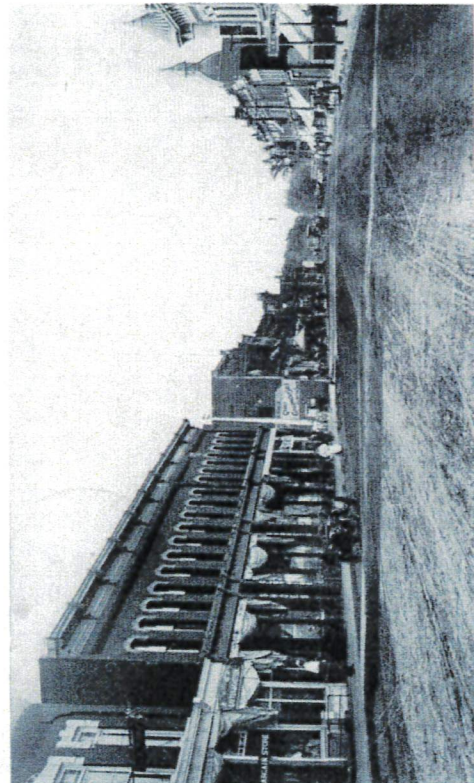
We have worked closely with the cities, grant administrators, and Main Street programs in four communities to administer the program and to engage the building owners in the project. We have conducted public meetings and one on one meetings with the building owners to help them plan their projects and select the most appropriate portions of their buildings to renovate. We have also worked closely with the State Historic Preservation Office to maintain those projects in compliance with Secretary of the Interior Standards.

The communities of Anamosa, Muscatine, West Union, Elkader, Marion and La Porte City have each approached building recruitment and the easement process in different ways. We will certainly offer our insight into this process after having experienced this numerous ways. We encourage building owners to be engaged in the process as early and thoroughly as possible, so that commitments to the project can be made by them as early as possible. This simplifies the construction

bidding process and will lead to better construction bids and less confusion among contractors during bidding.

A common problem with these programs is building owners who wish to join or leave the program during the process. We encourage a frank and open dialogue with your community lead person, as well as our staff explaining the program early and often. We encourage that building owners make binding commitments as early as possible, and that the local sponsoring agency, in your case the City, require agreements to participate in the project.

In addition to this we have a long and varied list of downtown and main street building projects, other historic building renovations and additions, and experience with grant programs that we have worked with. The list below represents only a small portion of our project related experience. This is only a sample of projects that we think have relevance to your proposed project. We would be happy to provide you with more examples and/or detail about these projects as you may desire.



Lynn St., Nevada, Ia.

www.MyGenealogyHound.com

4 - SIMILAR PROJECT EXPERIENCE

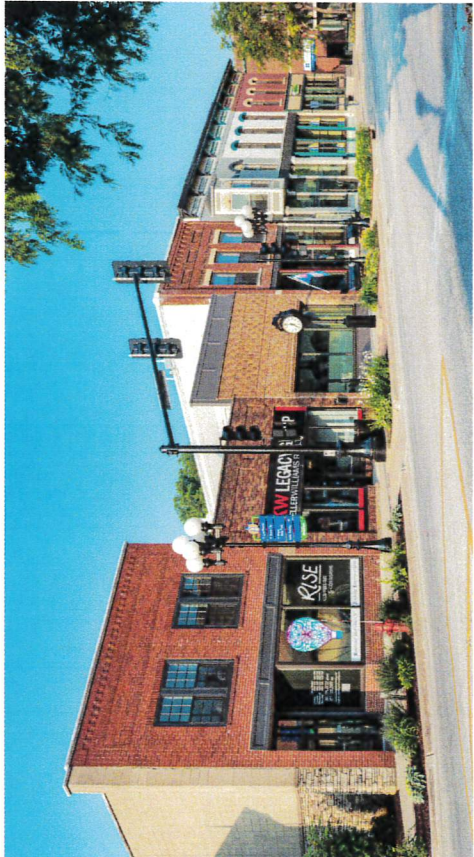
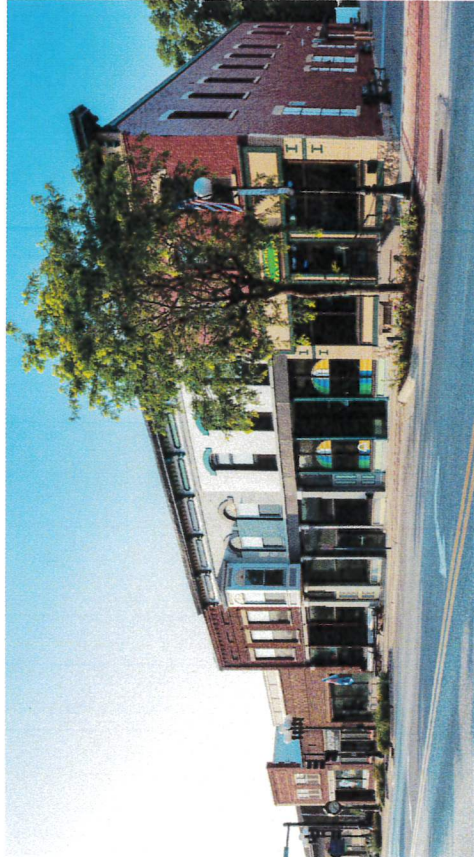
PRESERVATION AT IT'S BEST AWARD FOR COMMERCIAL DISTRICT 2023 AWARD WINNING PROJECT

ANAMOSA DOWNTOWN FACADE REVITALIZATION

This historic building facade rehabilitation project for 10 buildings completed in 2022 follows the Secretary of Interior Standards for Historic Preservation including masonry repair and mortar repointing, window replacement, storefront renovations, etc.

REFERENCE

Jones County Economic Development
Derek Lumsteden, MSARP | Executive Director
107 South Ford Street | Anamosa | Iowa
P. (319) 480-7446





September 29, 2023



City of Nevada, Iowa
Community Development/Block Grant Project
RFQ for Architectural/Engineering Design Services

September 29, 2023

Kerin Wright
City Clerk
City of Nevada
1209 6th Street
Nevada, IA 50201

Dear Ms. Wright,


Thank you for the opportunity to provide you with the attached qualifications. We are excited about the possibility of working with the City of Nevada and appreciate being able to provide you with our information. We feel our previous work on numerous public projects in central Iowa, our strong design team, broad base of experience, and commitment to service would be valuable assets to the city.

Our extensive experience will provide an ideal framework to address your needs. Every time we begin a project, regardless of apparent similarities, we find a unique set of circumstances including the needs of individual user groups, owner expectations, site constraints, and a variety of additional factors. Our strength is our ability to bring together these many different aspects and, through teamwork, arrive at a solution that is pleasing and successful to everyone involved. We urge you to contact our previous and current clients and discuss our approach to design and construction. We are proud to report that our typical workload of projects consists of nearly 90% repeat clients.

We are a small Iowa firm, and as such will work as hard as we possibly can to ensure a successful project for the City of Nevada. We would be very proud to help shape the future of your downtown.

If you have any questions, please feel free to call. We look forward to hearing from you.

Sincerely,



Jeffrey S. Harris AIA
Principal

Att: RFQ Response

City of Nevada, Iowa
Community Development Block Grant Project
Architectural/Engineering Design Services



Vendor

Roseland Mackey Harris Architects, P.C.
1615 Golden Aspen Drive, Suite 110
Ames, IA 50010

Primary Contact:
Jeffrey S Harris, AIA
Principal

Project Manager

Jeff Harris will serve as Project Manager for this project for the City of Nevada.

Proposed Consulting Partners

Structural Engineering: Tometch Engineering, Urbandale
Cost Estimating: Stecker - Harmsen, Ames

Historical Restoration Projects

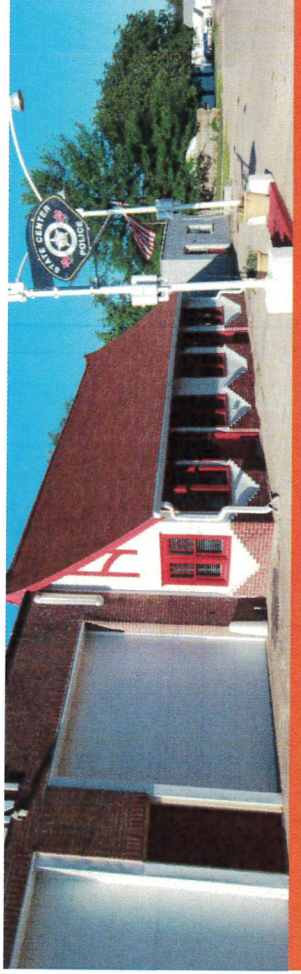
RMH Architects has a 36-year history of assisting clients in Central Iowa. Our portfolio includes a number of historical restoration projects for a variety of Owners and project types. Our firm does not have specific experience with the Community Development Block Grant program; however we have worked with several clients in Ames on projects utilizing Downtown Façade Grant awards. We have completed the documentation required for grant application and provided construction administration to verify conformance with grant requirements.

Completed Downtown Historical Restoration Projects include:

134, Main Street, Ames	Whiskey River	Façade improvements and interior remodeling and structural stabilization
226-228 Main Street, Ames	Moorman Clothiers	Façade Improvements
215-219 Main Street, Ames	Emerhoff's Footwear	Façade Improvements
424, 5 th Street, Ames	Former Red Cross Building	Façade improvements and interior remodeling for upper floor housing

RMH is currently working with both the Camelot Theater Foundation and the Masonic Temple in downtown Nevada on restoration of their historic buildings.

Additional historically significant projects are highlighted on the following pages.



**HOME OIL RESTORATION
STATE CENTER, IOWA**

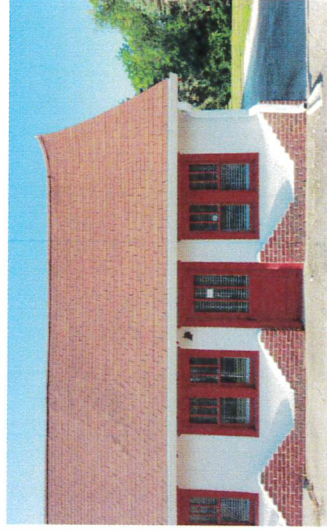
Location: State Center, IA
End Date: June 27, 2014
Project Size: 2,300 SF
Budget: \$192,157

Project Description:

Home Oil Service Station started business on Lincoln Highway in 1941 as a gas station. Purchased by the City of State Center in 2006, the facility was in an advanced state of disrepair. Through local and state transportation grants, the buildings were converted into the State Center Police Department by June, 2014.

The exterior was renovated and stabilized with the addition of new roofing and windows and repairs to the existing brick, stucco and concrete block walls. The original gas station was remodeled into the police department office and a new accessible restroom was added.

Evidence and interview spaces were added to the service garage.





**AGR ADDITION
AMES, IOWA**

Location: Ames, IA
End Date: January 2018
Project Size: 7,800 SF NEW
Budget: \$3,850,000

Project Description:

Fraternities have been impacted by the increase of off-campus housing starts in recent years. Alpha Gamma Rho examined their existing house and determined that for them to remain competitive, they needed to upgrade and increase their common amenity space.

This project adds nearly 8,000 square feet to bring their house to nearly 32,000 square feet. The dining and formal living rooms were expanded, a chapter room was added and three new multi-student study rooms helped decompress the nearly 90 men housed here. The project also provides a new front entry stair and porch, a new member entry stair, ramp and porch and an exterior elevated patio. A considerable portion of the existing house was remodeled, with upgrades including an expanded ladies restroom, an elevator, a new board room function and a grand interior staircase in the entry foyer. New terrazzo flooring was also installed on floors in a majority of the lower level and in the first floor entry.



**DU FRATERNITY
REMODEL - AMES IOWA**

Location: Ames IA
End Date: October 15, 2011
Project Size: 12,000 SF
Budget: \$378,748

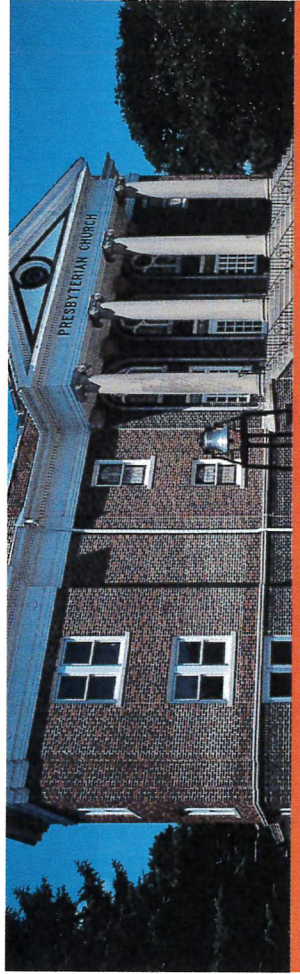
Project Description:

Roseland, Mackey, Harris Architects was selected to help with renovation efforts on this historic Fraternity at Iowa State University. Renovation work was completed prior to the 2012 academic year and the fraternity was recently re-chartered at Iowa State University.

Faced with an uncertain future, Delta Upsilon alumni were seeking to revive the fraternity and save their organization's built heritage. The first phase of the project consisted of exterior maintenance work that included window replacement, masonry cleaning and restoration, wood trim replacement, stucco repair and repainting.

While the exterior work was being completed, design focus moved to the interior of the house. Several options for the upper two living floors were explored. Plans for the first floor and basement levels focused on restoring the public areas of the house as much as possible to their original condition.





**FIRST UNITED
METHODIST CHURCH
NEVADA, IOWA**

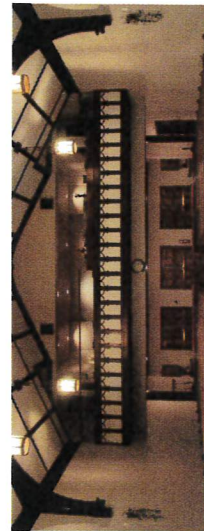
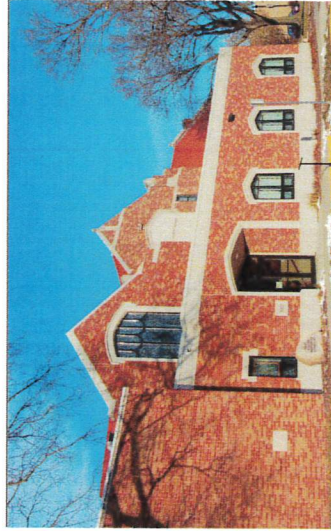
Location: Nevada, IA
End Date: December 15, 2006
Project Size: 5,290 SF
Budget: \$1,448,300

Project Description:

A Facility Assessment and Feasibility Study to address the efficiency and effectiveness of church staff, accessibility for all, and plans for future growth, formed the beginning for this project. A new grade level main entrance and lobby were added with elevator access to the six different levels of the current building, along with a new church office space.

Enlarging the chancel space allowed seating to be moved and expanded, providing a 25% increase in seating within the existing sanctuary. The existing balcony was completely removed and rebuilt further back in the sanctuary to make the worship space feel more spacious. A new narthex allows for over flow seating. Three dimensional computer modeling was used to work out the connection to the existing education wing and communicate the design to the congregation.

A new electronic organ was installed and new speaker enclosures were constructed within the original pipe chambers.



**CENTRAL
PRESBYTERIAN CHURCH
NEVADA, IOWA**

Location: Nevada, IA
End Date: February 15, 1996
Project Size: 1,900 SF
Budget: \$409,200

Project Description:

The Central Presbyterian Church in Nevada, Iowa, desired an addition to their church that would provide for a new handicapped accessible entrance.

An elevator, classroom space and church offices were also added, with provisions for future growth above the classroom and offices.

The architectural response respected the original historical style of the building by incorporating the same vocabulary of construction materials, window placement, and architectural detailing.





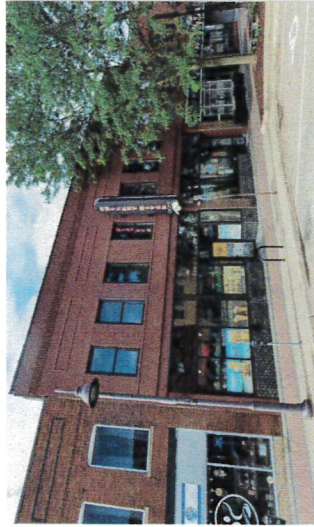
Our Approach to Providing Services

We believe that attention to our clients' needs is the basis for a successful project. During the design process, we thoroughly analyze each project to ensure all opportunities are explored for solutions that optimize the goals, objectives and budgets of our clients. We work with our clients to achieve their vision while maintaining their budget.

As we do for every project, a Project Team will be established from the beginning and will remain intact for the duration of the work to provide continuity for the City of Nevada. This technique ensures consistent communication channels and thorough project coordination. We also understand that project timelines are affected by decisions of all parties and feel it is our role to facilitate this process to meet project milestones and achieve your desired results.

Our commitment to the consistency of the project team will contribute to a higher quality project. Our team will remain intact throughout the duration of the project, and we will maintain singular responsibility for design decisions until the project is completed.

Our quality control methods throughout design and construction focus on communication and coordination. Regular project team meetings will be scheduled to address issues appropriate to the current stage of the design process. Frequent check sets would be distributed between team members to facilitate this coordination process.



Whiskey River, Ames



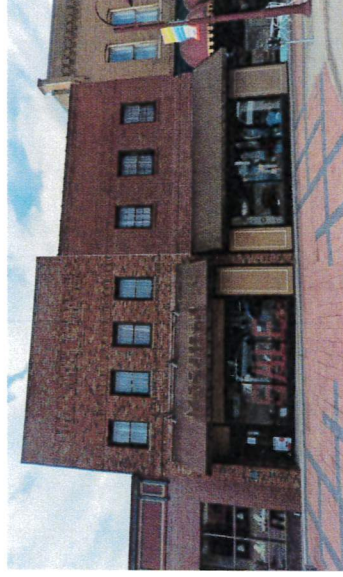
Budget Control

Through constant internal and consultant review and coordination we will be aware of the cost implications of proposed alternatives during the design process. We intend it to be the responsibility of our team to propose economical solutions which meet your needs.

We would utilize the services of Stecker-Harmsen, Inc., a local cost consultant, throughout all phases of design. We have worked with them for many years to help ourselves and our clients maintain project budgets. The methodology they use is a comprehensive material and labor quantity take-off for phases of design as follows:

- Schematic Design:
Material and Labor quantity take off plus 15% contingency
- Design Development:
Material and Labor quantity takeoff plus 10% contingency
- Construction Documents:
Material and Labor quantity take off plus 5% contingency

We have also worked with contractors and owners on cost reductions during both the design and construction phases of projects. We work with all team members to achieve a financially successful project for our clients.



Moorman Clothiers, Ames



Key Personnel

Project Manager

Jeffrey S. Harris, AIA
Professional Experience: 33 years
Bachelor of Architecture 1990, Iowa State University
Architect, Iowa License #35594 in 1995



Originally from Burlington, Iowa, Mr. Harris attended Iowa State University where he earned his Bachelor of Architecture degree in 1990. He began working at Roseland Architects in Ames as an intern architect that same year. Following the traditional internship and subsequent licensure he assumed the role of project architect with the firm in 1995. In early 2001 a professional corporation was formed with Mr. Harris as one of three principals in the new firm.

Mr. Harris is involved with every phase of project development from initial programming and site selection to construction administration and project close-out. As the firm is a horizontally organized office, he is actively engaged in projects from programming through construction documents, consultant selection and coordination, client contact and business development.

Mr. Harris will be responsible for project management, consultant coordination and project documentation.

Mr. Harris has served on the Nevada Community School District Facilities Task Force, and for seven years on the Nevada Planning and Zoning Commission with three years as Chairman. He currently serves as Vice-President of the Board of Directors for the Nevada Economic Development Council.

Project Architect

Michael Garcia, AIA
Professional Experience: 12 years
Bachelor of Fine Arts: 2004
Master of Architecture: 2011, Iowa State University
Architect, Iowa License #8370 in 2023



A central Iowa native, Michael has held positions for the last 15 years that have allowed him to participate in the design and construction of many different project types. In pursuit of a more design oriented career, Mr. Garcia came to Roseland Mackey Harris in 2015 from Iowa State University where he was a Capital Project Manager for Facilities Planning and Management. Michael assists in every phase of project development from programming to construction administration and project close out.

Mr. Garcia will be responsible for project documentation and construction administration on this project for the City of Nevada.



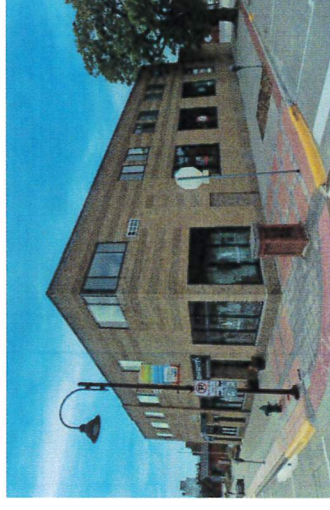
Intern Architect

Garrett Ringblum, Assoc AIA
Professional Experience: 3 years
Firm Experience: 3 years
Bachelor of Architecture 2023, Iowa State University



Garrett joined the RMH team while an architecture student at Iowa State working summers and available hours throughout the school year. Upon graduation in Spring of 2023, he assumed a full time role in the office. Garrett's work has expanded to include all aspects of design and construction administration. A south-east Iowa native, Garrett has spent time in the construction industry and enjoys the creative aspect of the field.

Garrett's role for the City of Nevada will be assisting the design team with project documentation.



Former Red Cross Building, Ames



Schedules and Deadlines

We work with our clients to make sure that we fully understand all their expectations, including schedules and deadlines. We understand the requirements of grant application guidelines and the importance of meeting deadlines to ensure funding for public projects. Should results of the design process result in the need for a schedule extension or reduction, we would discuss with you as soon as we can to minimize the impact on the project.

Availability of Key Personnel

Roseiland, Mackey, Harris Architects has the resources, capabilities and personnel commitment to complete the project efficiently. Our staff could begin work on the project immediately.

References

Joby Brogden
Director of Facilities
Story County
900 6th Street
Nevada, IA 50201
(515) 382-7401

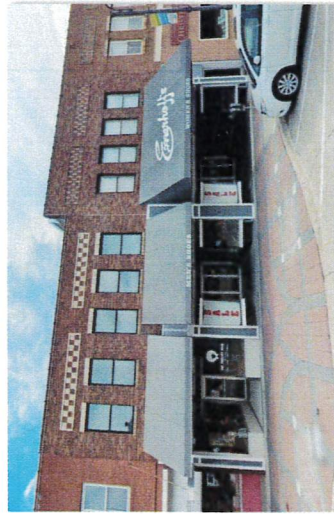
Tim Hansen
Parks and Recreation Director
City of Nevada
825 15th Street
Nevada, IA 50201
(515) 382-4352

Ron Frantzen
Executive Director of Facilities
McFarland Clinic
1215 Duff Avenue
Ames, IA 50010
515-239-4455

Errors and Omissions Coverage

RMH currently carries errors and omissions insurance coverage through Travelers with local representation by Knapp Tedesco Insurance in Ames. Our coverage includes limits of \$1,000,000 per claim with a \$2,000,000 aggregate limit.

We have maintained similar coverage for 36 years with zero claim history.



Emerhoff's Footwear, Ames

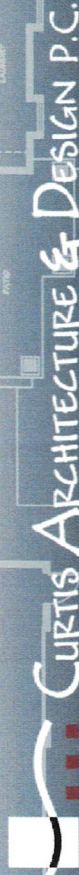
Architectural Statement of Qualifications

CITY OF NEVADA, IA - DTR CDBG FAÇADE GRANT

Nevada, Iowa 50201

Presented by
Curtis Architecture & Design, P.C.

September 8, 2023



August 29, 2023

City of Nevada, IA - IEDA (DTR) Façade Project - SOQ
Nevada, Iowa 50201

RE: Request for Qualifications / Statement of Qualifications

Dear Jordan, Kerin, & Nevada Project Committee,

We would like to thank you for considering Curtis Architecture as a part of your downtown growth and development team. As you will see in this proposal, Curtis Architecture has lots of IEDA, CDBG Downtown Façade Improvement experience.

Curtis Architecture has worked with a number of different COG's in the state. We have had successful grant awards with Chris Bowers (Areal5 RPC), Isaiah Corbin (INPCOG), Jeremy Rounds (SICOG - Upper Level award), Lucas Young (DMAMPO) and Danielle Biggs, Tammy DeBord (SWIPCO). Please feel free to reach out to any of them. I think it is important to understand the personality of the architect you hire. They will provide good incite.

In total, Curtis Architecture has completed or been awarded 16 different CDBG DTR/Covid Façade Improvement projects.

As we are designing individual facades, we always keep in mind to judge them against the rest of the downtown buildings. A properly designed downtown should have attractive individual buildings but most importantly we believe people should walk away, talking about the entire appearance of the downtown.

This proposal includes only a portion of the restoration work designed by Curtis Architecture. We would encourage you to also look at Curtis Architecture's web site, www.curtisarchitecture.com for additional information about our firm.

Sincerely,

Rodney L. Curtis, AIA



Commercial

Residential

Interiors

Planning

Revitalization

Consulting

3D Renderings

3408 Woodland Ave.
suite #302
West Des Moines, IA
50266
Phone : 641 814-1500

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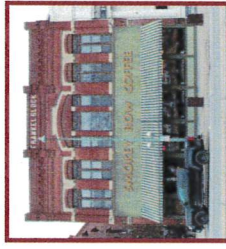
Curtis Architecture & Design P.C.

3408 Woodland Ave. - West Des Moines, Iowa 50266

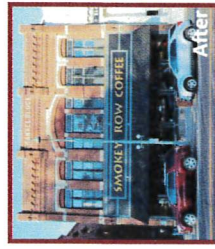
Firm's Downtown Revitalization History

Our extensive downtown revitalization history started in the mid 1990s in Grinnell Iowa. It led to the creation of Curtis Architecture & Design P.C in 2000 located in the Oskaloosa / Ottumwa Iowa Area. Our work in these communities and surrounding towns led to many downtown rehabilitation projects over the years. It quickly became a specialty for Curtis Architecture. During these 25 years we have successful downtown projects residing in Grinnell, Knoxville, Oskaloosa, Ottumwa, Osceola, Bloomfield, Indianola, Centerville, Eldon, Altoona, Fairfield, Melcher Dallas, Stanton, Logan, Sigourney, Wota, Atlantic, and Albia.

To date, Curtis Architecture has completed or nearly completed (NC) CDBG DTR projects in Fairfield, Ottumwa (Phase 1 & Covid 2), Sigourney, and Oskaloosa (Phases 1, 2, & 3). We are currently overseeing facade construction phases in Independence (Phase 1 & Covid 2), & Stanton, Iowa. Single buildings under the Covid grant are under construction in Wota, Atlantic, Knoxville, Logan, and Walnut Iowa. All of these projects will be done by end of summer 2023. Curtis Architecture has also been recently awarded the DTR façade grant for Glenwood, IA.



The unique nature of having multiple building owners combined into one overall, City controlled project requires experience by the architect. Curtis Architecture's experience will guide the "give and take" that occurs during this kind of project. Curtis Architecture's team members allocated to your project have direct experience with the projects stated above. We will not be that "experienced" architectural office that puts a rookie in charge of your project.



Cost estimating is important. We have seen large differences in contractor's pricing for façade revitalization. Contractors with large overhead expenses are often too expensive and smaller companies cannot bond the amount needed. We can help you define potential contractor's in your area that are best suited for this kind of CDBG Revitalization project. Our cost projections will be based on this mid-sized contractor to ensure the best opportunity for accurate estimates.

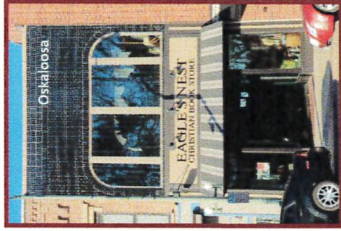
Firm History — 2

Firm Qualifications

We believe Curtis Architecture & Design P.C. is a good choice for your Façade Improvement Project for many reasons.

The bullet points below outline a few reasons why.

- Curtis Architecture has experience in downtown revitalization projects with the same scope as your project in Nevada, Iowa. We have incorporated best practices, better processes and established understandable methods from each of our past IEDA CDBG projects.
- Over many years, Curtis Architecture has experienced working in numerous downtown districts so we understand how important the downtown is to the heart of the community. This makes downtown revitalization very important to them.
- As a result of our experience, Curtis Architecture can help the Nevada Downtown Task Force maneuver through the process in a manner that has been successful. It shouldn't be a surprise that our last project went much smoother than our first. We have had numerous conversations with previous grant administrators in an effort to perfect this project type. Our experience will certainly be a benefit.
- IEDA has always awarded Curtis Architecture's pre-application work. The reason for this is our approach. We know what they are looking for. We go the extra mile in defining the scope of the project. We use Sketchup's 3D modeling and rendering software so every building can be fully understood from all angles. This program also provides material and color choices. Along with a proper cost estimate, IEDA has confidence in Curtis Architecture's work.
- Curtis Architecture's renovation experience, includes successful outcomes in Green Streets, Davis Bacon Wages, SHPO (including state and federal tax credits), NPS Secretary of the Interior's Standards, HRSA, Hope VI, and the requirements of this CDBG project.
- Besides IEDA's CDBG Downtown Façade Revitalization program, Curtis Architecture has completed multiple upper level housing projects supported by IEDA and CDBG funding sources. State requirements are very much the same as the façade improvement projects.



Firm Qualifications — 3

What does this Grant Entail?

The following is an attempt to communicate and simplify the definition of this grant as it relates to your downtown buildings. Each year there seems to be small changes in the details of the grant so the information provided is in general.

- The purpose of the grant is to repair and encourage the maintenance and upkeep of downtown façades. Reducing or eliminating "slum and Blight" is defined as the main goal of the grant. Aesthetic improvements are generally a by-product from fixing the visible problems of a façade. However, some minor aesthetic items can be included in the improvements generally.
- As part of the grant application your community needs to provide a historical review of the target area or the area in which your buildings in the application reside. This is done by an architectural historian. This will provide the State Historical Preservation Office (SHPO) control of the buildings that have historical significance. All buildings under this category will need additional approvals from the SHPO office as we propose designs and improvements. Protecting historical significance on these specific façades is the second priority for this grant. Those façades that are not historically significant do not need SHPO approval.
- The DTR grant requires a minimum of 6 façades for up to \$500,000 or 8 façades for up to \$650,000. Façades are defined as a front, side, or a double / triple front with individual front doors and interior divided walls. If the building also has additional addresses this helps to define a façade. Thus a corner building can easily be counted as two façades (front and the side). We can help you define your proper number of façades which translates to how much grant money you are eligible for. Roof repair is also eligible, but only up to 40% of the façade improvement cost.
- General cost breakdown for the improvements are as follows, but not universal. CDBG Grant = 50%, City contribution = 25%, Owner contribution = 25%.



Ottumwa

Grant Requirements — 4

What does this Grant Entail? (continued)

- The contract with the architect will consist of a pre-application phase and a post award phase. This will happen with two contracts, where the first contract will lead into the second. The initial design and cost projection phase should be affordably priced in case the grant is not awarded as this expense cannot be reimbursed. We provide a pre-application fee per façade. It sometimes makes sense to design more than the required grant facades to make sure you are taking full advantage of the grant dollars and to secure the best possible facades for the application. The façade owners will be required to sign a commitment letter prior to the application going to IEDA.

Once you are awarded the grant, the second contract with the architect should be a fixed fee that includes all fees and expenses associated with the project. This includes contact costs, mileage, copies, etc. We figure this fee off a % based on the projected construction costs stated on the pre-application paperwork we send in to IEDA. The architectural fees, post award will be included in the grant application resulting in the grant paying for part of this expense. The architect is required to be under contract with the city through the end of construction.

- All facades will be included in one set of construction documents. They will all be bid out as one project in a public bid to general contractors. The state will require bonding and Davis Bacon wages on the project which may be different than typical projects you might be familiar with.

The construction contract will be between the contractor and the city. Each building owner will contract individually with the city. Additional construction is not allowed while the city is under contract with the general contractor. This has been a reason for owners not to participate in this grant, thus it needs to be discussed with each owner prior to all pre-application work.

- We don't want to forget about the administrator who is often a COG. They are the ones who write the application and works with the architect and the contractor to ensure we are fulfilling the expectations of IEDA and the grant. These folks will have a separate contract with the city. Their post award fee can also be included in the grant dollars.

Grant Requirements — 5

Pre-Application

Architectural services for your grant application.

We phase our fee structure so that your front end costs are minimized. Below are areas that we can provide prior to your grant application.

Slum & Blight Assistance

Whether your project includes one building or multiple buildings, slum and blight will be required during your application. Transforming the poorest buildings in the downtown district is the primary focus and reason for most IEDA grants. A good team, with understanding owners is the key to determining the best approach or best suited buildings for the project. Having the architect included in this process can be beneficial.

Preliminary Design Work

Curtis Architecture designs primarily using Sketch-Up software for 3D modelling. Because we approach the prelim work as part of the overall project goal we provide more information than other firms. We think having contextual integrity with surroundings provides a better design and understanding of the improvements by all. This might include buildings next door which could affect our final solution.



Preliminary Cost Estimating

We use actual "broken down" bid construction costs from our last project. Cost breakdowns provide valuable information to the building owner. This information also helps us when estimating costs for our next downtown project.

Preliminary Write Up

Our submittal drawings will be much like a construction drawing with exterior elevation(s), current and historical photographs, and descriptions of work to be completed. Suggested materials and colors will be included using before and after comparisons.



Pre-App. Scope of Work — 6

Curtis Architecture & Design P.C.

Project Team

Rodney L. Curtis, A.I.A. — Owner / Architect

Education:

- Iowa State University; 1991, Bachelor of Architecture (5 year professional degree)
- 4 Months at University of Bath, England / 2 months touring Europe 1989

Community Involvement:

- Ottumwa Chamber of Commerce Board 2010 - 2014
- Ottumwa Main Street Board 2010 - 2011
- Oskaloosa Downtown Development Group, LLC. 2002 - 2010
- Rotary International 2000 - 2007 / 2011 - 2014, president 2003 -04
- Oskaloosa Chamber of Commerce Board 2001 / 04, 2007 / 10
- Oskaloosa National Historic Preservation Board 2001- 2010
- Oskaloosa Main Street Board 2000 – 2010 (3 terms president)
- Grinnell City Council 1998-2000
- Grinnell Planning and Zoning Commission 1996-1998

Experience:

- Curtis Architecture & Design P.C. 2000 - present
Ottumwa, Iowa - President / Owner / Architect
- The Built Environment 1996-2000
Grinnell, Iowa - Vice President / Architect
- VOV Architecture + Design PC 1990-1995
Des Moines, Iowa - Intern Architect

Registration:

State of Iowa, # 3913

Project Team — 7

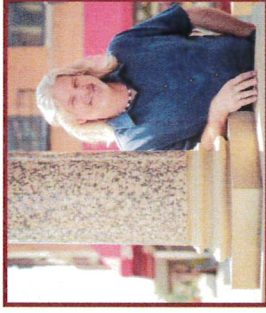
Curtis Architecture & Design P.C.

Project Team

Rodney L. Curtis, A.I.A. — Owner / Architect

Bio:

Rodney "Rod" Curtis is our owner, Architect, and lead designer. He oversees every project from start to finish to ensure each customer has an exceptional experience. Rod's advantage lies within living and practicing architecture in communities under 25,000. This experience has strengthened his downtown restoration and revitalization portfolio, giving him an edge that most architects don't have. Individually renovated building facades and interior remodels of Rod's can be found throughout South Central Iowa. Time spent in Oskaloosa and Ottumwa's Main Street and Chamber programs has given him a broad knowledge base as it relates to the inner workings of a downtown.



Travel throughout Europe has provided Rod with a unique perspective on how rural downtown districts should be developed. Public spaces for fellowship should be incorporated and enhanced to positively reinforce community relationships that are so important to every day life. Rod enjoys the creativity of architecture and building relationships with clients, contractors, and sub contractors.

Project Team — 8

Curtis Architecture & Design P.C.

Project Team

Joe Baumgarten — Architectural Draftsman

Education:

Knoxville High School 2001

Experience:

- Curtis Architecture & Design P.C. West Des Moines, IA, January 2011– Present Construction Documents, 3-D renderings
- Baumgarten Construction Knoxville, IA, May 1999 – December 2011 Drafting, Construction, Product Research

Bio:

Joe brings, to Curtis Architecture, over a decade of construction experience. While working for Baumgarten Construction he was in charge of managing the construction site. This on site construction experience has fine tuned his attention to details, which makes him a great addition to Curtis Architecture. Joe prides himself on product research and proper detailing. His primary responsibilities are producing the working drawings that we bid and build from.

He is also proficient in AutoCAD, Photoshop, Illustrator, and our 3D rendering software giving Curtis Architecture a full range of skills.

Project Team — 9



Curtis Architecture & Design P.C.

Project Team

Jacob Gockel — Intern Architect

Education:

- Iowa State University, Bachelor of Architecture, College of Design Graduation May 2021 - (5-year professional degree)
- Study Abroad Program in Rome Italy (4 months - Fall Semester 2010)

Experience:

- Curtis Architecture & Design P.C. West Des Moines, Iowa - June 2021 - Present Construction Drawings, Drafting, 3D Renderings
- FEH Design Dubuque, Iowa - May-August 2020, December-January 2021

Bio:

Jacob provides Curtis Architecture with a high level of overall project understanding. His leadership and listening skills help develop projects comprehensively, resulting in well thought out design solutions. A problem solving personality enables him to quickly understand any task and develop accurate details and communicate easily understood design solutions. His proficiency in AutoCAD and 3D rendering software provides us a photo realistic images and videos.

Jacob's time spent in Rome provides Curtis Architecture with a valuable historical perspective and direct knowledge on how revitalization should be done.

Project Team — 10



Curtis Architecture & Design P.C.

Project Team



Morgan Zesiger — Interior Design / Finishes

Education:

- Kirkwood Community College, Associates of Applied Science in Interior Design, Graduation May 2020 - (Meets NCIDQ Req. & CIDA Standards)

Experience:

- Curtis Architecture & Design P.C.
West Des Moines, Iowa - June 2023 - Present
Interiors & Exterior Finishes, Drafting, 3D Renderings
- Casee Burgason Interior Design
Ames, Iowa - Nov 2021 - April 2023

Bio:

Morgan adds a new facet to our design team, bringing with her the knowledge of colors, texture and materials. She works closely with the team from the beginning of the design process, thus providing her talents early in the project. Morgan's personality allows her to easily interact with clients, whether it be individually or as a group. Providing multiple color or finish options for the client is very common. As a part of our firm Morgan helps to enhance the built environment by adding color and finishes that highlight the architectural elements we create. She is also proficient in AutoCAD, Photoshop, Illustrator, and our 3D rendering software giving Curtis Architecture a full range of skills.

Morgan's previous experience is a great asset to the team as it relates to understanding the design process.

Project Team — 11

Liability Insurance & Licensure

ACCORD CERTIFICATE OF LIABILITY INSURANCE

THIS POLICY IS SUBJECT TO THE TERMS, CONDITIONS AND EXCLUSIONS SET FORTH IN THE CERTIFICATE AND THE POLICY. THIS CERTIFICATE DOES NOT AFFIRMATIVE OR NEGATIVE AGENCY, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICES OR CONTRACTS WHICH IT IS SUPPLEMENTED BY THIS CERTIFICATE. THIS CERTIFICATE IS NOT A CONTRACT. A CONTRACT IS THE POLICY AND THE CONTRACTUAL OBLIGATIONS THEREUNDER. THIS CERTIFICATE IS NOT A CONTRACT. A CONTRACT IS THE POLICY AND THE CONTRACTUAL OBLIGATIONS THEREUNDER. THIS CERTIFICATE IS NOT A CONTRACT. A CONTRACT IS THE POLICY AND THE CONTRACTUAL OBLIGATIONS THEREUNDER.

INSURED: CURTIS ARCHITECTURE DESIGN PC
1825 FORD HWY N
DES MOINES IA 50319

AGENT: CURTIS ARCHITECTURE DESIGN PC
1825 FORD HWY N
DES MOINES IA 50319

CLASSIFICATION: 01100-1000

DESCRIPTION	AMOUNT
Professional Liability	\$1,000,000
Errors and Omissions	\$1,000,000

State of Iowa
Architectural Examining Board
Rodrney L Curtis

STATE OF IOWA
Architect

This is to certify that the below named has been granted a license as an Architect.
License Number: 09913 Expires: June 30, 2024

State: Active
Rodrney L Curtis
1825 Ford Hwy N
Des Moines, Iowa 50319