



Downtown Park Landscape  
Architectural, Engineering and  
Construction  
RFP-SBP-RO-19-001

Royal Oak, Michigan

Response to Request for Proposals  
from the City of Royal Oak

City of Royal Oak,  
Finance Department  
February 18, 2019  
PR19-021



Civil Engineers | Land Surveyors | Landscape Architects

experienced. responsive. passion for quality.

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February 18, 2019

City of Royal Oak  
Mr. Matt Lynch  
Finance Department, Purchasing Agent  
211 S Williams  
Royal Oak, MI 48067

**RE: Request for Proposal Downtown Park Landscape Architectural, Engineering and Construction**

Dear Mr. Lynch:

We thank you for the opportunity to work with your community. Our team, consisting of PEA, Inc., InFORM Studio, Peter Basso Associates, Inc., Illuminart, and Liquid Assets, together has assembled an experienced design team in accordance with your Request for Proposal (RFP) on behalf of the City of Royal Oak for the Downtown Park Landscape Architectural, Engineering and Construction Services. We have carefully reviewed your RFP and have tailored our response to facilitate your review of our relevant experience.

There are other firms in Michigan who can provide the basic design service, however, we feel our design team can offer you the added benefit of both extensive design experience, as well as our unique ability to integrate multiple disciplines to provide the *"environmental, sustainable, unique and innovative park experience"* which you have requested. Our design team will be able to collaborate with your staff and the public to develop concepts and an appropriate design solution which will provide the City of Royal Oak an iconic, creative, and original urban space.

We are confident that our team and partners have the experience and knowledge to assist you in making your project a great success. Should you have any questions or need additional information, please contact me directly at 248.509.7235 or [jsmith@peainc.com](mailto:jsmith@peainc.com).

Sincerely,

**PEA, INC.**

Jeffrey T. Smith, PLA, LEED AP  
Director of Landscape Architecture



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Troy, MI 48083  
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F: 248.689.1044

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Washington Township  
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Washington Twp, MI 48094  
T: 586.272.2276

[www.peainc.com](http://www.peainc.com)

PEA Business Status  
Privately Owned Corporation  
Established 1947  
Fed ID: 38-1813731

Current Staff Level  
120

Core Services  
Civil Engineering  
Land Surveying  
Landscape Architecture

Award Winning Firm  
Awarded 2014, 2016 and 2017  
Michigan Chapter American Society  
of Landscape Architects (MiASLA)  
Design Awards  
Awarded 2009 MiASLA  
"Firm of the Year"

PEA is client focused, specializing in Civil Engineering, Land Surveying and Landscape Architecture consulting. Serving southeastern Michigan since 1947, our services have expanded throughout the state and nationally. PEA is registered to provide professional services in over 20 states through our Michigan offices.

Our clients are served by registered professional engineers, land surveyors, landscape architects, LEED accredited professionals, as well as experienced technical and administrative support staff.

Clients have indicated they appreciate the proactive responsive service and communication, as well as our focus on practical solutions, budgets and timelines. Our staff is dedicated to maintaining consistently high standards in design that result in high-value construction projects. While dedicated to following the requirements of our clients, PEA is able to provide ideas to maximize the return on the client's time and financial investment.

Successful long-term relationships are the foundation for our progress. These bonds have been developed through our client-focused culture, broad range of services and knowledgeable, passionate staff committed to design ideals of practicality and sustainability. PEA's clients are the ultimate benefactor of our approach. We look forward to helping you achieve your goals and making you successful.

#### PEA Core Disciplines

- Civil Engineering
- Land Surveying
- Landscape Architecture

#### PEA Specialized Services

- ADA Consulting
- Construction Professional Services
- Stormwater Management
- Floodplain Management
- Geotechnical Engineering
- Municipal Engineering

- Pavement Management
- Property Condition Assessments
- Sustainable Design
- Wetland Evaluation
- Green Infrastructure
- Grant Applications

# ABOUT INFORM STUDIO /

We place a strong emphasis on experiential connections between people, place, and culture with the goal to improve the quality of life. We push ideas, constantly seeking new ones - not to be different, but to find unparalleled results specific to each instance. We're human focused, lifestyle guided, and research based, and maintain a strong commitment to enriching the human spirit.

Why? Because we believe the built environment should offer experiences that are new, familiar, or unexpected; it should be memorable, timeless, and leave a lasting impression. It has the ability to affect our decisions, emotional responses and the way we feel about ourselves and others. It can transcend life for a healthier and happier mind, body, and soul. From form and proportions, to lighting, materials, color and objects - all elements work together to influence how we feel and how we perform, both consciously and subconsciously.

Founded in 2000, we are a woman-owned practice with offices in Detroit and Chicago. With nearly 40 designers representing 13 countries, we work as a multidisciplinary team of architects, interior designers, engineers, and urban designers on projects of varying scales and typologies, in locations all across the globe.



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## Firm Size

40

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## Disciplines

Architecture  
Interior Design  
Urban Planning  
MEP Engineering

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## Services

Architectural Design  
Urban Design  
Feasibility Studies  
Branding/Graphic Design  
Interior Design  
MEP Engineering  
Physical/3D Models  
Programming  
Community Engagement  
Rendering  
Research  
Strategic Planning  
Visioning  
Workshop Facilitation

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# 1 | SUMMARY STATEMENT

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## SUMMARY STATEMENT

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Located in Oakland County, the City of Royal Oak with its population of nearly 60,000 citizens is in the process of building a state-of-the-art new City Hall. This new facility is planned to '*serve as a functioning space to conduct all city operations and help improve customer service for Royal Oak residents.*' The completion of this development project will allow for the removal of the existing outdated Police Station and City Hall. The removal of these structures provides an opportunity to give the residents a much-needed urban park space adjacent to the new City Hall with all the design elements and amenities worthy of a progressive community such as the City of Royal Oak. PEA understands that the City wishes to engage a design team to develop a '*world-class downtown destination*' in this newly available 2.6-acre lot in the very heart of Royal Oak. The City will require the services of qualified experts in Landscape Architecture, Architecture, Civil Engineering, and other specialty design consultants that have the experience and capability to lead and implement this collaborative urban park development. We understand that our design team will be responsible for the analysis of previously completed surveys and reports for coordination with the city staff in public engagement, for the generation and presentation of multiple design concepts, for participation and collaboration with community groups and finally the completion of full construction documents, specifications and cost budgeting for a final design solution which embodies the character and nature of this contemporary community. We look forward in working hand and in hand with the City Commission, City Staff, Downtown Park Task Force and other public groups in the development and implementation of this existing project.

## 2 | WORK PLAN

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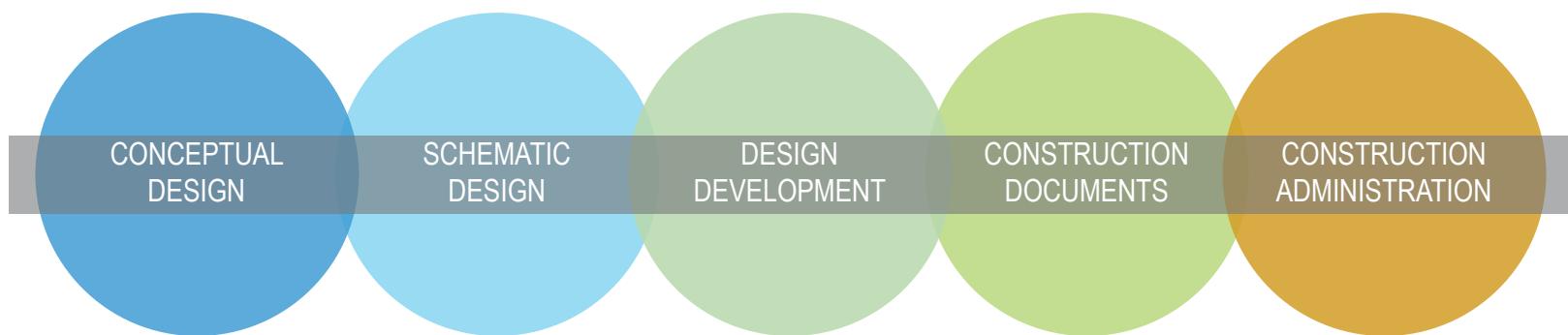
# WORK PLAN

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PEA has provided the following Work Plan with a detailed break-down of the proposed Project Approach, plus a project time line schedule listing all important meeting, presentations and critical completion dates. We understand the site issues and project goals and will deliver a design solution by completing the following steps.

## **Project Approach**

According to Project Management Institute, “project management is the application of knowledge, skills, tools and techniques to a broad range of activities in order to meet the requirements of a particular project.” There are five phases of project management that PEA follows which provides a high-level view and roadmap to help facilitate and complete any project. Those phases include Conceptual Design, Schematic Design, Design Development, Construction Documents and Construction Administration.



# WORK PLAN

## CONCEPTUAL DESIGN

In this initial phase, goals are outlined as a process by which both the client and design professional start to define what the project parameters are. Design criteria elements are discussed and identified such as potential problems and concerns, objectives, user needs and wants, code requirements, functions, usage and trends. In this discovery phase, the program is clearly defined and will be used to formulate ideas and concepts. Space planning for the design amenities will be defined, preliminary site and code analysis will be engaged and formulation of the project budget will begin.

### ***Kickoff Meeting***

The Design Team will meet with the City of Royal Oak to review the project scope, budget, schedule and deliverables. At this meeting, we can make adjustments as needed and discuss any potential issues that might impact the project schedule down the road. Lines of communication for the project and contract information will be discussed and outlined. The goal is to be completely transparent with the owner by addressing all concerns and potential issues up front and establishing a clear approach for the project.

### ***Research***

Through our experience, we have developed an effective methodology for designing and completing urban park spaces. The Design Team will perform a thorough investigation and site analysis of the site conditions, specifically soils, drainage, safety issues and code compliance. Per our understanding, an existing topographic and soils survey will not be provided by the City. We will send out an in-house survey and soils analysis crew to collect pertinent data. This data will be processed and reviewed by our Geotechnical Engineering and Survey staff. Also, we will complete a thorough review of the 'Look and Feel' Community Engagement Report which was conducted to understand what the community felt this park should become. Because of this previously completed report, the typically extensive community gathering portion of this phase will be eliminated.

### ***Project Program and Design Concepts***

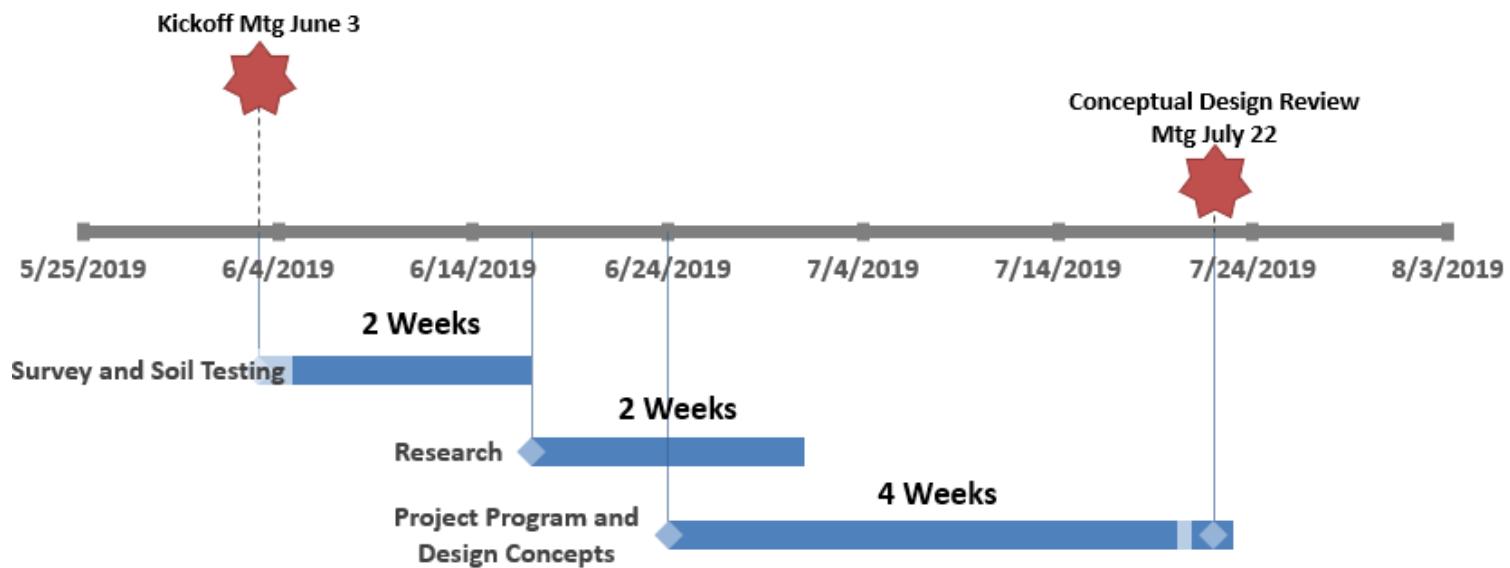
A project program and design concepts will be developed which define the scope and preliminary budget of the project. The Design Team will generate conceptual design concepts based on the investigation, analysis and existing community comments to determine the restraints and opportunities the project offers. That collected data will assist in the generation of graphic study drawings which will clearly illustrate our design direction. These concept drawings will include precedence images and basic scale and form drawings that express spatial relationships as well as our overall thoughts and ideas. We will utilize digital 3D modeling and other technologies as needed to further illustrate our potential project solutions.

### ***Conceptual Design Review Meeting***

It is crucial that communication and transparency of our ideas are presented to the appropriate City representatives and main community stakeholders. The Design Team will assist the City in facilitating this meeting to review the design concepts, to reach a consensus on the park design criteria and discuss the preferred project elements. We hope to use what we have learned to initiate a project strategy where we take the program, work with the various interested parties, hone in on the various wants and needs to come up with a final design direction.

## WORK PLAN

### Conceptual Design



# WORK PLAN

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## SCHEMATIC DESIGN

Drawing from the Conceptual Design Phase, the design professional will zero-in on a design approach which will generate more refined design ideas that reflect the comments from the conceptual design review meetings. More elaborate plans, drawings and renderings will be generated for further review by the client and stakeholders, as well as the general public.

### ***Schematic Design***

The Design Team will take information gathered from conceptual design phase and begin generating plans, elevations, sections and study models to better understand the potential future design. We will start a more intensive collaborative process with all disciplines including landscape, architectural, civil, mechanical, electrical, and structural. We will also consult with other specialty professionals such as lighting, irrigation and water feature specialists. A minimum of three alternative design ideas will be generated which will help explore the character of the completed project.

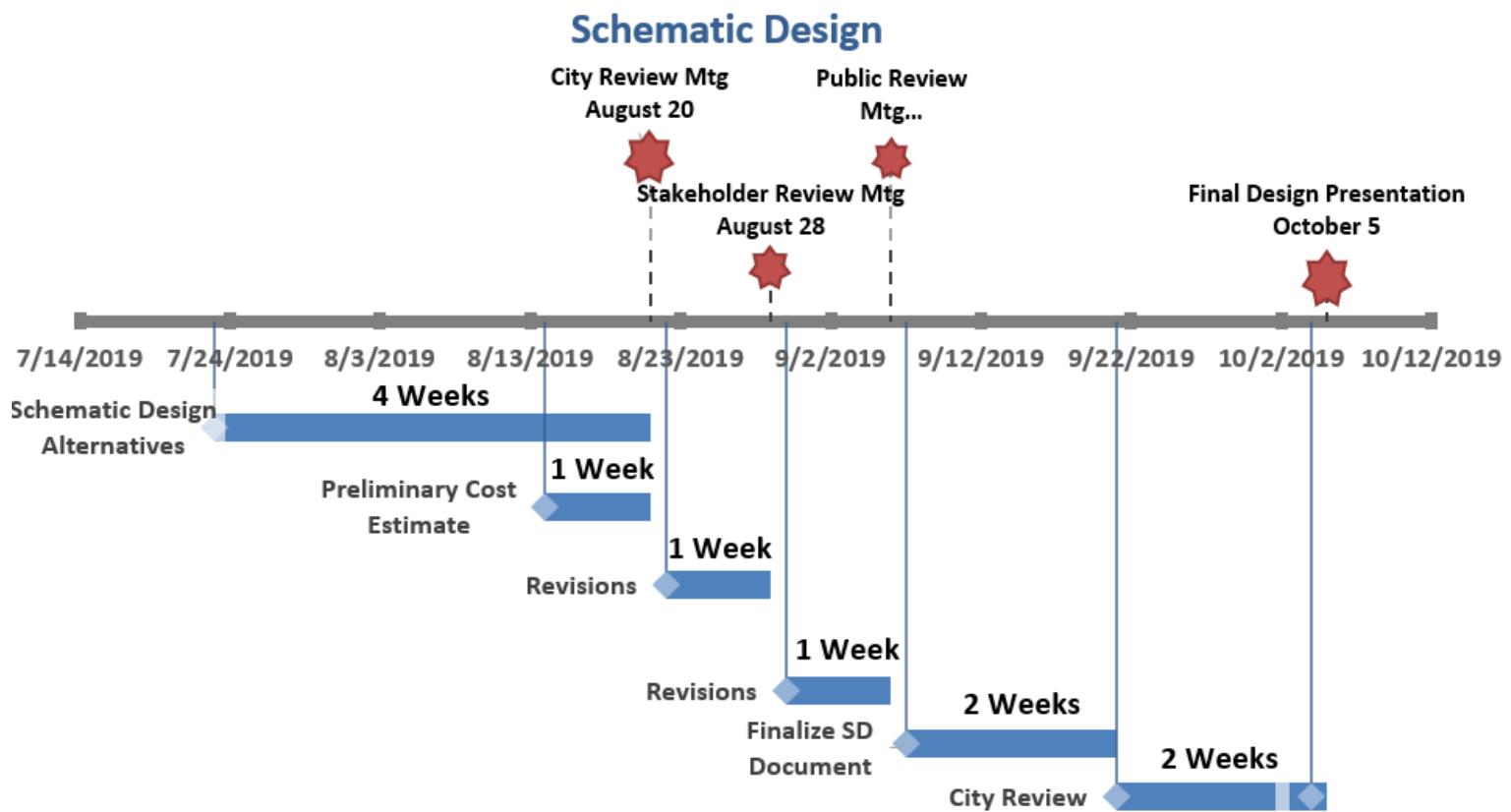
### ***Schematic Design Review Meetings and Revisions***

The Design Team will engage The City, stakeholders and the public in a series of meetings to present our design alternatives. Comments from these cooperative meetings will be documented which will assist in the selection of the final design. We will again assist the City in facilitating the stakeholder and public presentation meetings to unveil these schematic design ideas. We look forward in engaging the public and receiving feedback and opinions in this open forum.

### ***Finalize Schematic Design Documents***

The gathered comments from the review meetings will assist the Design Team in selecting of the final design alternative. We will finalize the Schematic Design by generating one approved option and submit it to the city for final design approval.

## WORK PLAN



# WORK PLAN

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## DESIGN DEVELOPMENT

During this phase, results from the Schematic Design Phase will be taken one step further. With all the broad design decisions completed, this phase involves defining all aspects of the project by focusing on the selection of materials, finishes and colors, as well as the development of construction plans and details.

### ***Refined Design***

Based on the City Schematic Design review, the final design will be selected and refined and a more in-depth coordination process will begin with the other design disciplines.

### ***Design Development Documents***

A pre-construction set of drawings will be generated which includes plans, details and specifications based upon the CSI format. An in-house coordination process will occur multiple times between all the disciplines in order to generate a complete and coordinated set.

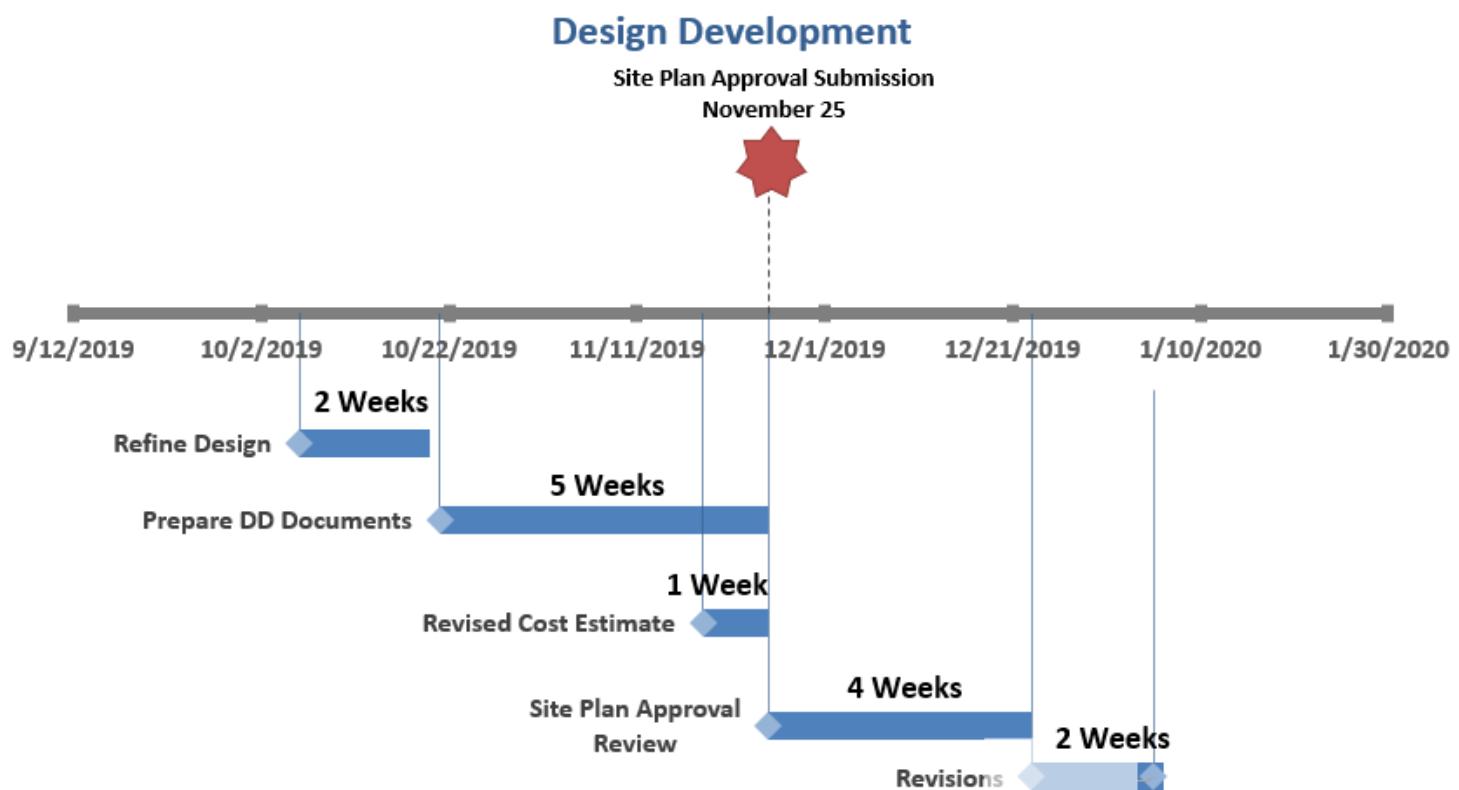
### ***Revised Cost Estimate***

The preliminary cost estimate will be reviewed and revised to reflect any modifications to the design. Any cost saving techniques and procedures will be evaluated.

### ***Site Plan Review and Approval***

The Design Development drawings will be submitted to the City for Site Plan review and approval. Comments from this review process will be documented and applied to the Design Development set.

# WORK PLAN



# WORK PLAN

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## CONSTRUCTION DOCUMENTS

Upon approval from the client, the design team will begin generation of the final construction documents. The construction document phase produces drawings with a higher level of detail and will be used for the construction of the project. These drawings will include detailed plans and specifications. The construction documents describe the quality, configuration, size and relationship of all components to be incorporated in the project. The construction documents will be consistent with the project program, construction budget and schedule. Once the CDs are completed, the design professional will send them to contractors for pricing and bidding as well as the appropriate municipal departments for permitting.

### ***Construction Documents***

Construction documents, specifications and bid documents will be finalized. We will perform a final design review to ensure that all discipline and document coordination is complete. The documents will be completed to a 30%, 60% and 100% level and submitted to the City for review and discussion.

### ***Bidding and Analysis***

The Design Team will assist the City in soliciting bids, addressing request for information and addendum issues and selecting a qualified contractor in order to deliver a quality-built product.

### ***Final Cost Estimate***

The cost estimate will be reviewed and revised one last time and submitted to the City for final review and discussion.

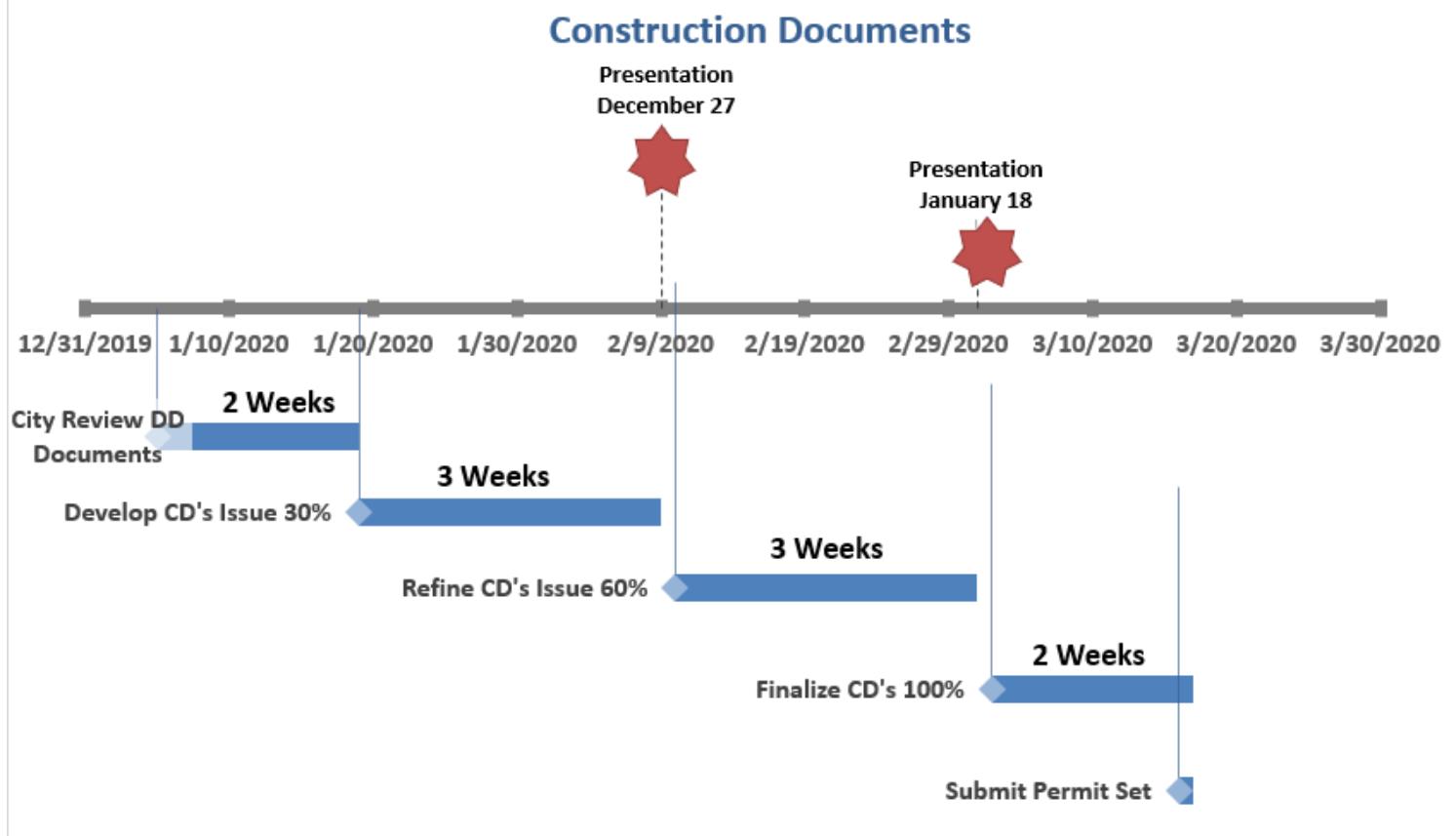
## CONSTRUCTION ADMINISTRATION

Construction Administration is a process where the design professional will act as the client agent to ensure the design is installed accordingly. Services include the observation of the construction progress, clarification of the design documents, issuance of construction information and review of samples, changes and miscellaneous requests.

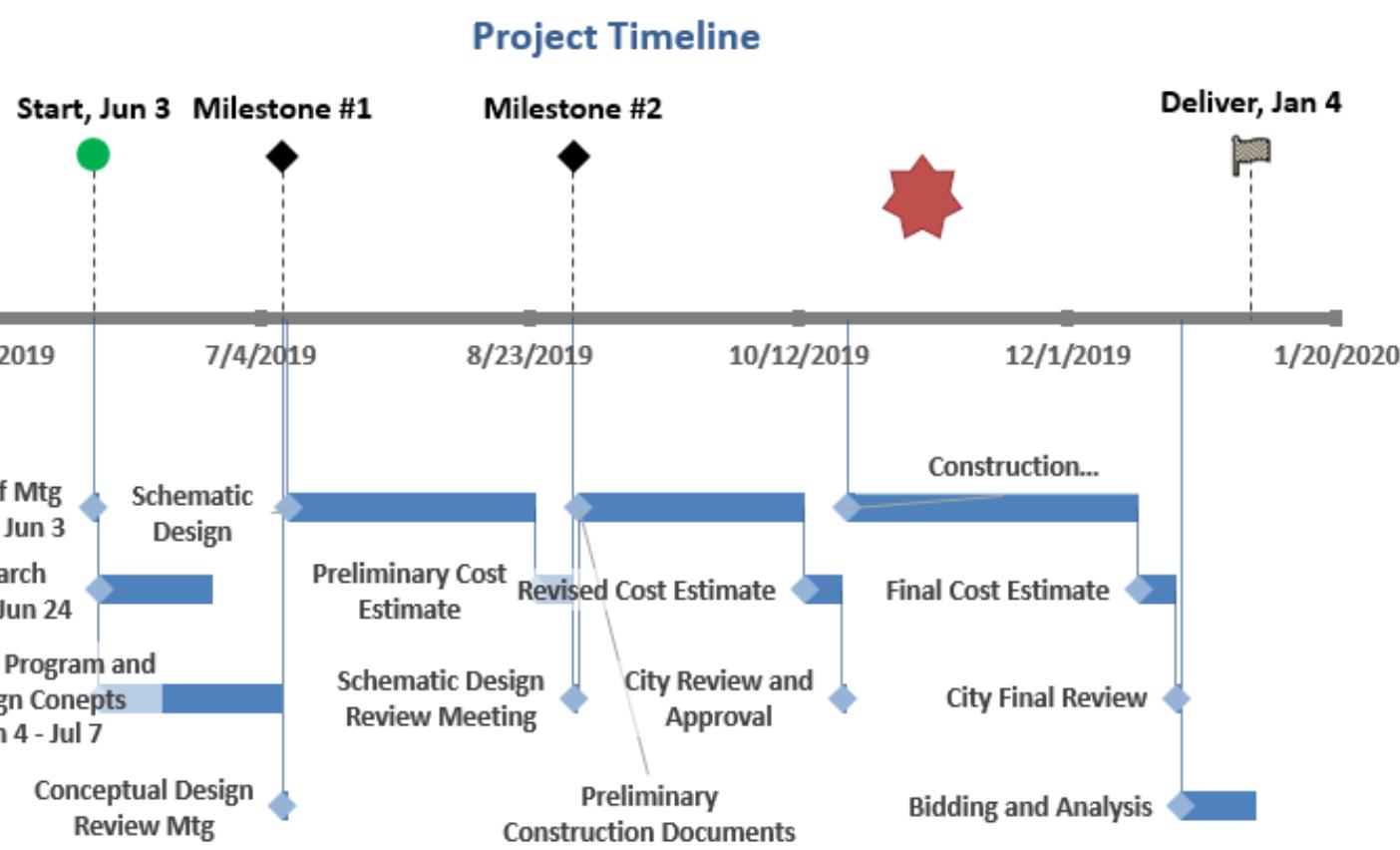
### **Construction Administration**

This service will be provided upon request by the City.

## WORK SCHEDULE



## WORK SCHEDULE



\*Subject to change

### 3 | PROJECT BUDGETING AND COST ESTIMATING

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## COST ESTIMATING AND BUDGETING

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PEA will provide preliminary cost opinions during design and update the cost opinions throughout the design process to assist the City of Royal Oak in establishing an initial budgetary construction scope. PEA maintains an extensive database of current industry construction costs based on itemized bid results from similar projects each year.

Gallagher Creek Park, Oakland Township (2018)

Preliminary Cost Opinion: \$198,000

Final Cost Opinion: \$185,000

Selected Bid: \$165,114

Final Cost of Construction: \$165,114

Catalpa Oaks Park, City of Southfield (2019)

Final Cost Opinion: \$477,663

Selected Bid: \$427,789 ( bids ranged from \$715,415 to \$418,427)

## 4 | CAPABILITIES + QUALIFICATIONS



PEA and our partners have assembled a team of licensed professionals with the significant experience in site, landscape and irrigation plans, architectural, and construction administration to perform and manage the City of Royal Oak Downtown Park project efforts.



### **Jeffrey Smith, PLA, LEED AP | Director of Landscape Architecture**

Mr. Smith is an expert in sustainable site design and leads site analysis, schematic design, community meetings, wetland delineation, tree surveys, site planning and design for municipal approval, preparation of grading, layout and planting plans, permitting and construction inspection.



### **Burke Jenkins, PLA, ASLA LEED AP | Sr. Project Manager**

Mr. Jenkins has over 16 years of experience managing and directing projects in urban, streetscape, greenway, public, municipal and recreation site design and implementation. His diverse background of projects ranges from greenfield parks to dense urban development.



### **Michael Franklin, PLA, ASLA, LEED AP | Senior Project Manager**

Mr. Franklin has more than 22 years of experience in project design, management, construction administration and property facility management. His extensive work history includes health care, retail, parks and recreation, municipal, educational, corporate and multi-family residential projects.



### **Emil Bunek, PE | Project Engineer**

Mr. Bunek has over 10 years of experience as a civil engineer. His experience includes responsibility for major public and private developments in Detroit and throughout Southeast Michigan.



### **Todd Shelly, PS | Director of Survey Operations**

Mr. Shelly has over 25 years of land surveying experience working on land subdivision, platting and condominium processes. Mr. Shelly is responsible for staff and project management including project estimation, scheduling, budgeting and execution, staff assignments and client management.



### **Jack Sattelmeier, PE, LEED AP | Sr. Project Manager**

Mr. Sattelmeier has more than 30 years of experience managing geotechnical and construction materials testing projects including numerous urban redevelopment construction sites. Jack's expertise includes all areas of construction materials testing including the placement of controlled fills, concrete testing, masonry testing, asphalt testing, aggregate testing, soils, and bedrock.



### **inFORM studio | Architecture**

inFORM studio is a design collective devoted to inspiring culture and impacting communities. As a human-focused team of designers, we place a strong emphasis on creating experiential connections between people and place. By integrating advanced design technologies throughout our design process, we're able to formulate solutions that go beyond formal expression and into valued performance measurables.



### **Peter Basso Associates, Inc. | Mechanical**

Peter Basso Associates is a consulting MEP engineering firm specializing in the design of technically challenging, sustainable and high performance mechanical/electrical systems. With decades of MEP Engineering experience, 21 LEED® Accredited Professionals (and climbing!), and LEED® and commissioning expertise, we deliver systems that satisfy building owners and occupants



### **Illuminart | Lighting Design**

Illuminart is a Michigan-based firm offering cost-effective lighting design solutions to the architectural community nationally and internationally for more than 30 years. The award-winning team has designed several million square feet of retail space, offices, automotive design showrooms, and trade show events.



### **Liquid Assets, LLC | Irrigation**

Liquid Assets is a qualified irrigation consulting firm boasting over 23 years experience with a proven track record and reputation

# City of Royal Oak

## PEA, INC.

### PROJECT MANAGEMENT

**Jeffrey Smith, PLA, LEED AP**  
Director of Landscape Architecture  
(Primary Point of Contact)

#### CIVIL ENGINEERING

**Emil Bunek, PE**  
Project Designer

#### SURVEY

**Todd Shelly, PS**  
Project Designer

#### Geotechnical Engineering

**Jack Sattelmeier, PE, LEED AP | Sr.**  
Director of Geotechnical Engineering

#### ARCHITECTURE | URBAN DESIGN

**Michael Guthrie, AIA, LEED AP**  
Design Principal

**Gina Van Tine, AIA , LEED AP**  
Managing Principal

**Megan Martin-Campbell, AIA, LEED AP**  
Project Architect

**Azubike Ononye**  
Design Computational Leader

#### LANDSCAPE ARCHITECTURE

**Burke Jenkins PLA, ASLA LEED AP**  
Senior Project Manager

**Michael Franklin, PLA**  
Senior Project Manager

**Noah Birmelin, PLA**  
Senior Landscape Architect

**Kim Dietzel**  
Landscape Designer

#### MECHANICAL | ELECTRICAL

**George A. Hopkins**  
Principal

**Eric M. Graettinger, PE, LEED AP BD+C**

#### LIGHTING DESIGN

**Robert White, IALD, LC, IES**  
Senior Lighting Designer

**Brienn Willcock, AIA, MIES, LC**  
Lighting Designer

#### IRRIGATION

**Drew Barnes**  
Irrigation Desinger

**PEA Support Staff: CAD Designers, Surveyors, Staff Engineers, Landscape Designers**

# Jeffrey Smith, PLA, LEED AP

Director of Landscape Architecture



## Education

Michigan State University,  
BLA Landscape Architecture, 1997

## Licensure

Licensed Landscape Architect: MI  
1328; OH 0701165; Kentucky 887

## PEA

2002-Present

## Years of Practice

1997-Present

## Certifications

Leadership in Energy & Environmental Design LEED Accredited Professional (LEED AP)

## Professional Affiliations

American Society of Landscape Architects (ASLA)

Council of Landscape Architectural Registration Boards (CLARB)

## Awards

MiASLA 2017 Design Award: Oakwood Heights Master Plan

MiASLA 2016 Design Award: Building 30 Nature Garden

MiASLA 2014 Design Awards: McLaren Proton Therapy Center Garden and MPG Bldg. 23 Visitor Center

MiASLA 2014 Sustainable Design Award: Warren Technical Center Walking Path

Healthcare Design Magazine, Design Award, 2013: Garden of Healing & Renewal

Jeff Smith is an expert in sustainable site design and has completed multiple projects certified at the LEED Gold and Silver level. His talent for creative problem solving and innovative design along with his commitment to a more sustainable future earned PEA the distinguished honor of being named the 2009 "Landscape Architecture Firm of the Year" by the Michigan Chapter of the American Society of Landscape Architects (MiASLA). Most recently, Jeff's innovative and sustainable design solutions earned PEA five additional project awards from MiASLA in 2014-2017.

Mr. Smith's typical project responsibilities include site analysis, schematic design, community meetings, wetland delineation, tree surveys, site planning and design for municipal approval, preparation of grading, layout and planting plans, stormwater management, permitting, grant applications and construction inspection.

## Select Project Experience

Montwell Park Master Plan, Lewisburg, WV

Kalamazoo Riverfront Park, Battle Creek, MI

Fort-Rouge Gateway Project (FRoG), Detroit, MI

Fort Street Bridge Park, Detroit, MI

Marathon Gardens Park | Green Buffer, Detroit, MI

Oakland County Parks and Recreation Commission (OCPRC), Glen Oaks Golf and Conference Center Parking Lot Improvements, Farmington Hills, MI

OCPRC, Red Oaks Nature Center, Madison Heights, MI

Howell Parks and Recreation, Howell Dog Park Site Plan, Howell, MI

OTPR, Lost Lake Nature Park, Oakland Township, MI

OTPR, Eagle Creek Safety Pathway System, Oakland Township, MI

Independence Township Pathway and Boardwalks, Independence Township, MI

Detroit Zoo Children's Play Area, Royal Oak, MI

Gallagher Creek Park and Pathway, Oakland Township, MI

Riverside Park, Detroit, MI

Charter Township of Brighton, Landscape Design Services: Various Sites, Brighton, MI

Oakland County Animal Care Pet Adoption Center, Pontiac, MI

Howell Main Street Downtown Development Authority, City of Howell Fountain, Howell, MI

Village of Hamburg Civic Plaza Master Plan and Streetscape Design, Hamburg, MI

City of Brighton Millpond Master Plan Design Guidelines, Brighton, MI

Milford Proving Ground, Building 30 Nature Garden|Outdoor Break Area Landscape Enhancements, Milford, MI \*

GM Milford Proving Ground, Building 23 Visitor Center Landscape Enhancements, Milford, MI \*

Warren Technical Center Campus Landscape Enhancements, Warren, MI

McLaren Garden of Healing and Renewal, Independence Township, MI \*

Wayne County Community College District (WCCCD), Central Administration Building and Downtown Campus Site and Landscape Modernization Project, Detroit, MI

Detroit Zoo Children's Play Area, Royal Oak, MI

Novi Town Center Fountain Plaza, Novi, MI

# Burke Jenkins, PLA, ASLA LEED AP

Senior Project Manager



Burke Jenkins manages PEA's Detroit office and has over 18 years experience designing and managing projects from concept through construction. Mr. Jenkins earned his Bachelor of Landscape Architecture degree from Michigan State University in 1999, and since that time has spent his career practicing in the City of Detroit. His project experience includes urban design, parks and recreation, green infrastructure, greenways, higher education, mixed-use and public/private landscape developments in Michigan, Louisiana, Maryland, and Nevada. With a diverse project portfolio, all of his projects share the same goal of meeting and exceeding the clients' expectations while benefiting the local communities that surround them. Burke's experience has given him an acute understanding of the design process, technical applications, construction and permitting. This understanding benefits the teams he leads resulting in exceptional projects.

## Education

Michigan State University  
BLA Landscape Architecture, 1999

## Licensure

Registered Landscape Architect:  
MI 3901001359, 2002; OH 1601395,  
2016; Maryland 3823, 2015

## PEA

2016-Present

## Years of Practice

1999-Present

## Certifications

Leadership in Energy & Environmental  
Design LEED Accredited Professional  
(LEED AP BD+C), 2004

## Professional Affiliations

American Society of Landscape  
Architects, MI Chapter, 2002

## Select Project Experience

Detroit Riverside Park Phase 3 and 4, Detroit, MI  
Capitol Park, Detroit, MI  
Ralph Wilson Centennial Park, Detroit, MI  
Henry Ford Estate Fair Lane Donor Plaza, Dearborn, MI  
Milliken State Park Upland Habitat, Detroit, MI  
Pullman Parc, Detroit, MI  
Lafayette West, Detroit, MI  
Founder's Garden, Midland, MI  
Campbell Performance Terrace, Detroit, MI  
WSU Fountain Square, Detroit, MI  
MSU North End Zone Plaza, East Lansing, MI  
Elizabeth Park Greenway, Trenton, MI  
Rouge River Master Plan, Wayne County, MI  
Detroit Soccer Hubs, Detroit, MI  
Gesu Community Playground, Detroit, MI  
Macomb LSC Paddling and Access Master Plan, Macomb County  
Lake St. Clair Metropark Boardwalk, Detroit, MI  
Southwest Detroit, Patton Park Tree Planting, Detroit, MI  
Fuerst Park, Novi, MI  
The Landings Park, Novi, MI  
Louis Armstrong Park, New Orleans, LA  
Detroit River International Wildlife Refuge, Trenton, MI  
Rouge River Gateway Greenway Phase I, Dearborn, MI  
Lansing CMI Riverwalk, Lansing, MI  
Conner Creek Greenway, Detroit, MI

# Michael Franklin, PLA

Senior Project Manager



## Education

Purdue University, BS Landscape Architecture, 1995

## Licensure

Licensed Landscape Architect: MI No. 1511

## PEA

2017-Present

## Years of Practice

1995-Present

## Certifications

Leadership in Energy & Environmental Design LEED Accredited Professional (LEED AP)

Michael Franklin serves as a Senior Project Manager for the Landscape Architecture Group and is an expert in project management and architectural detailing. He has been in the landscape architectural field for more than 23 years and brings to PEA a wealth of experience in site analysis, conceptual design, construction documentation, construction administration and facility management. His work history is quite extensive and includes health care, retail, parks and recreation, cultural, municipal, educational, corporate, high-end residential, multi-family residential, roof garden, artificial plant, interior and signage design.

## Select Project Experience

City of Northville Town Square, Northville MI

City of Farmington Downtown Farmer's Market and Riley Park, Farmington, MI

City of Farmington DDA Streetscape Re-Development, Farmington, MI

City of Fenton Welcome Signage, Fenton, MI

Madison Heights Civic Center Plaza, Madison Heights, MI

Livonia Community Recreation Center, Livonia, MI

Fort-Rouge Gateway Project (FRoG), Fort Street Bridge Park, Detroit, MI

# Emil Bunek, PE

Project Engineer



## Education

University of Detroit Mercy, BS Civil Engineering, 2006

## Licensure

Registered Professional Engineer: MI, No. 6201058445

## PEA

2014-Present

## Years of Practice

2004-Present

Emil Bunek has over 10 years of experience as a civil engineer. His experience includes responsibility for major public and private developments in Detroit and throughout Southeast Michigan. Emil has extensive experience in monitoring project schedules that involve contractor activities, agency coordination, permits, bidding and construction deadlines. His eye for detail and creative engineering provides his clients with the best possible solution regardless of the project complexity.

## Select Project Experience

Detroit West Riverfront Park, Detroit, MI

Riverfront Park, Phase 3 & 4, Detroit, MI

Capitol Park Redesign, Detroit, MI

Detroit Soccer Hubs, Detroit, MI

University of Toledo, Veterans Memorial Land Development, Toledo, OH \*

City of Troy Dog Park, Troy, MI

400 N Main Royal Oak, Royal Oak, MI

# Noah Birmelin, PLA, ASLA

Senior Landscape Architect



## Education

Ball State University  
BLA Landscape Architecture, 1998

## Licensure

Registered Landscape Architect:  
IN 20200144 2002; MI 3901001375,  
2003

## Years of Practice

1998-Present

## Professional Affiliations

American Society of Landscape  
Architects, IN Chapter 1997-2001 MI  
Chapter, 2001 - Present

Noah Birmelin has over 20 years of experience and joined PEA this year. Mr. Birmelin earned his Bachelor of Landscape Architecture degree from Ball State University in 1998. He has spent the majority of his career practicing in the Southeast Michigan and has been involved in projects in Michigan, Indiana, Ohio, South Carolina, and Tennessee. His project experience includes urban design, parks and recreation, streetscape design, primary and secondary education facilities, private landscape developments and senior living facilities.

## Select Project Experience

Pier Park Master Plan, Grosse Pointe Farms, MI  
Central Park Master Plan – Phase 1 & 2, Village of Milford, MI  
Bloomer Park, White Lake Township, MI  
Lakeside Park, Ypsilanti Township, MI  
Canton sports complex, Canton, Michigan  
Prophetstown State Park, Battleground, IN  
Hamilton Proper Nature Trail and Recreation Fields, Fishers, IN  
Whitewater Valley Gorge, IN

# Kimberly Dietzel

Landscape Designer



Kim Dietzel is a Landscape Designer with over three years of experience and has been with PEA since 2014. Kimberly prepares designs, working drawings, specifications, and cost estimates pertaining to the development of state parks, campus and recreation projects, and highway roadside landscaping. Her responsibilities include master plan drafts and detailed development plans and specifications for building sites and landscape plantings. She also reviews plans for conformance to codes and authorized approval for construction. Kimberly performs special studies, planning, field investigations as required and reviews permit applications.

## Select Project Experience

Riverside Park, Detroit, MI  
Montwell Park Master Plan, Lewisburg, W. VA.  
Fort-Rouge Gateway Project (FRoG), Detroit, MI  
Marathon Gardens Park, Detroit, MI  
Calhoun County Trail, Calhoun County, MI  
Albion College Loop Trail, Calhoun County, MI  
Henry Ford Estate Donor Wall, Dearborn, MI  
Ideal Master Plan, Detroit, MI  
CSX Berm Enhancements, Detroit, MI  
Milliken State Park, Detroit, MI  
Upper Riverfront Park Restoration, Detroit, MI

## Education

Michigan State University, BLA  
Landscape Architecture, 2015

Michigan State University, Masters of  
Environmental Design, 2016

## Years of Practice

2014-Present

# Jack Sattelmeier, PE, LEED AP

Senior Project Manager



Jack Sattelmeier has over 30 years of experience managing geotechnical and construction materials testing projects. His geotechnical investigations include challenging sites for numerous urban redevelopment construction projects. Mr. Sattelmeier has designed new pavements, investigated pavement failures and monitored the rehabilitations of pavements. He has consulted on earth station antenna foundation projects monitoring construction techniques and design changes.

His expertise includes all areas of construction materials testing, including the placement of controlled fills, concrete testing, masonry testing, asphalt testing, aggregate testing, soils and bedrock. Mr. Sattelmeier has performed Property Condition Assessments on hundreds of buildings throughout the country.

## Education

University of Detroit Mercy, 1993  
Masters in Civil Engineering  
(Geotechnical)

Central Michigan University, BS  
Geology, 1985

## Licensure

Professional Engineer: MI #42671,  
1997; FL #63417, 2005; PA PEO74644,  
2007; OH #PE75886, 2011  
WI #45994, 2017

## Years of Practice

1986-Present

## Certifications

U.S. Green Building Council,  
LEED AP 2008

## Recent Training

Empirical Approaches to Pavement  
Design Workshop, 2015

Goopier 2.5 Day Workshop

## Professional Affiliations

National Society of Professional  
Engineers

Michigan Society of Professional  
Engineers

Young Engineer of the Year,  
Oakland Chapter MSPE 1999

President, Oakland Chapter  
MSPE 2000

Engineer of the Year,  
Oakland Chapter MSPE 2004

American Society of Civil Engineers

Geological Society of America

## Select Project Experience

City of Novi DPS Facility, Novi, MI

Oakland County FPE Engineering Services, Waterford, MI

Rosa Parks Transit Center, Detroit, MI

St. Clair County Road Commission Road and Bridge Geotechnical Investigations, St. Clair  
Countywide

US Army, Ground Systems Power and Energy Laboratory (GSPEL) Detroit Arsenal Warren, MI

US Navy, Naval Operations Support Center (NOSC) Fort Custer, Battle Creek, MI

Eastern Michigan University, Mark Jefferson Science Complex, Ypsilanti, MI

Lawrence Technological University, New Multi-Sport Athletic Field, Southfield, MI

Michigan State University, Community Music School Building, East Lansing, MI

Wayne State University Old Main Academic Building, Detroit, MI

General Motors Warren Technical Center, Geotechnical Investigation and Construction Materials  
Testing, Warren, MI

CSX Livernois Intermodal Yard, Construction Materials Testing, Detroit, MI

General Motors Parts Warehouse, Construction Materials and Geotechnical Investigation, Burton, MI

Mopar Parts Warehouse, Construction Materials Testing, Romulus, MI

Detroit Public Schools Barrier Inspections, Detroit, MI

General Motors Renaissance Center, Construction Material Testing, Detroit, MI

Auburn Midtown, Costruction Material Testing, Detroit, MI

Lafayette West Development, Geotechnical Investigation, Detroit, MI

# Todd Shelly, PS

Director of Survey Operations



Mr. Shelly has over 25 years of land surveying experience working on land subdivision, platting and condominium processes. He has extensive experience providing land surveying in the energy and utility markets. Mr. Shelly provides coordination and development of GPS Control Networks used in large-scale construction projects.

Mr. Shelly is also responsible for staff and project management including project estimation, scheduling, budgeting and execution, staff assignments and client management.

## Education

BS Survey Engineering  
Ferris State University, 1994

BS Industrial Technology  
Eastern Michigan University, 1988

## Licensure

Professional Surveyor: MI, No. 41111;  
IL, IN, IA, OH

## Years of Practice

2001-Present

## Affiliations

Michigan Society of Professional  
Surveyors  
International Right-of-Way Association

## Select Project Experience

Mercury (Amazon), Romulus Township, MI

Millenium (Amazon), Shelby Township, MI

Mopar, Romulus, MI

Penske, Romulus, MI

McLaren Health Care-Multiple Locations

American Axle, Hamtramck, MI

Lawrence Technological University

Dequindre Cut Greenway Extension

Dog Creek Wind Farm. Van Wert County, OH

AT&T Professional Survey Services, MI and IL

AT&T, Surveying Consultant, Chicago, IL

Ashtabula Energy Center, Ashtabula, ND

McCook Reservoir, Chicago, IL

West Closure Complex (Gulf Intracoastal Water Way), New Orleans, LA

# PROJECT TEAM

## ARCHITECTURE / URBAN DESIGN



**Michael Guthrie, AIA, LEED AP**  
inFORM studio / Principal-in-Charge

As a founding design principal, Michael is inFORM studio's strategic guide, and fuses client vision and design ambition on all projects across the firm. His work is illustrated by a broad range of projects including museums, libraries, cultural arts facilities, urban designs, and bridges. As the Principal-in-charge, Michael will ensure the Royal Oak Downtown Park will have strong leadership in both design vision and technical innovation from a computational design standpoint.

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### 22 Years of Experience

#### Education

Master of Architecture  
University of Michigan

Bachelor of Science in Architecture  
Lawrence Technological University

#### Certifications

National Council of Architectural Registration Boards (NCARB)  
U.S. Green Building Certification (LEED AP)

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#### Relevant Projects

Bay Tower Visitor Center / Bay City MI  
Cauley Ferrari of Detroit / West Bloomfield Twp. MI  
M1 Concourse Track-Side, Event Building / Pontiac MI  
Providence Pedestrian Bridge / Providence MI



**Gina Van Tine, AIA, LEED AP**  
inFORM studio / Managing Principal

Gina is managing principal and a founding partner of inFORM studio. Her interest in new technology as applied to architecture and media has been manifested in various other projects the firm has developed, including the corporate branding and web development for numerous organizations. She has been a guest critic at the University of Michigan, Lawrence Technological University and a regular contributor to Lawrence Tech's successful 'Women in Architecture' and alumni program

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### 22 Years of Experience

#### Education

Bachelor of Architecture  
Lawrence Technological University

Bachelor of Science in Architecture  
Lawrence Technological University

#### Certifications

National Council of Architectural Registration Boards (NCARB)  
U.S. Green Building Certification (LEED AP)

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#### Relevant Projects

Bagley Pedestrian Bridge / Detroit MI  
LCC Campus Quad / Lansing MI  
The HUB GRCP / Detroit MI  
Verizon Wireless Retail Stores / Nationwide

# PROJECT TEAM

## ARCHITECTURE / URBAN DESIGN



**Azubike Ononye**  
inFORM studio / Design Computational Leader

Azubike (Zubi) leads our computational design discipline with the main objective of enhancing the capabilities of our designers and their output. Using various data sets and custom algorithms he is able to expedite design exploration and project delivery of projects. With his approach, Zubi is also able to provide clients with data that informs client decisions from unit mix for proforma development to real time data for solar heat gain.

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### 6 Years of Experience

#### Education

Master of Architecture  
Lawrence Technological University

Bachelor of Architecture  
Kwame Nkrumah University of Science and Technology  
Kumasi, Ghana

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#### Relevant Projects

Providence Pedestrian Bridge / Providence MI  
M1 Concourse Track 1, Event Building / Pontiac MI  
New Residence Hall, LTU / Southfield MI  
Pewabic Pottery, Addition / Detroit MI  
Ferrari Detroit, Addition & Renovation / West Bloomfield Twp. MI



**Megan Martin-Campbell, AIA, LEED AP**  
inFORM studio / Project Architect

Megan Martin-Campbell is a project manager of inFORM studio and has been involved in a variety of architectural projects in her career. She has participated in the area of higher education with new and renovated facilities at Lawrence Technological University and The College of Creative Studies; Healthcare with Henry Ford Health System, Elmhurst Memorial Health Care and DaVita Dialysis Centers; and various master planning endeavors such as Norcentra at Rochester College and Detroit News.

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### 14 Years of Experience

#### Education

Master of Architecture  
Lawrence Technological University

Bachelor of Architecture & Interior Architecture  
Lawrence Technological University

#### Certifications

U.S. Green Building Certification - LEED AP  
N.C.A.R.B. Certification

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#### Relevant Projects

Bay Tower Tourism Information Center / Bay City MI  
LTU New Residence Hall / Southfield MI  
Chroma Arts Center / Detroit MI  
DaVita Prototype Manager / Nationwide  
DaVita Dialysis Centers / Nationwide  
Verizon Wireless Retail Stores / Nationwide

# George A. Hopkins

## Principal

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As Lead Mechanical Engineer, George is involved in the mechanical design and layout of HVAC, piping and control systems; the computer analysis of building heating and cooling loads and equipment selection; and central heating, chilled water and plumbing system design.

George's work experience of 33 years includes whole building energy simulations using multiple energy software platforms for both new and existing buildings to evaluate potential energy saving strategies. This includes the evaluation of building envelope enhancement, lighting energy reduction and lighting control, HVAC system selection, HVAC energy recovery system, solar heating hot water, solar domestic hot water, etc.



### Lead Mechanical Engineer

Attended Macomb Community College

Attended Lawrence Technological University

American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE)

### Relevant Project Experience

- **Ralph C. Wilson, Jr. Foundation, Detroit, MI**  
Ralph C. Wilson, Jr. West Riverfront Park (Design)
- **DTE Energy, Detroit, MI**  
Grand River Beacon Park Building  
Grand River Beacon Park Site  
Campus Enhancements
- **City of Dearborn, Dearborn, MI**  
Hemlock Park Pavilion  
Ford Community and Performing Arts Center
- **City of Warren, Warren, MI**  
Park Pavilion
- **City of Birmingham, Birmingham, MI**  
Baldwin Library Youth Services Renovation
- **Ford Motor Company, Dearborn, MI**  
Wagner Place Mixed Use Development
- **1600 Cass Avenue, Detroit, MI**  
Vinton Building Adaptive Reuse
- **Rock Ventures, Detroit, MI**  
New Global Center for Learning and Achievement  
28 West Grand River Micro Lofts
- **Olympia Development of Michigan, Detroit, MI**  
Office Space Master Planning
- **The Eyde Company, Toledo, OH**  
Tower on the Maumee Renovations



Peter Basso Associates | [www.peterbassoassociates.com](http://www.peterbassoassociates.com)

# Eric M. Graettinger, PE, LEED AP BD+C

## Vice President

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Eric's responsibilities as Lead Electrical Engineer include the technical production of a project, such as system design and layout, product research, documentation and drawing review submittals, and field investigations. He also monitors the budget and schedule throughout the course of a project.

Eric has been involved in the design of specialty indoor and outdoor lighting systems; medium- and low-voltage power distribution systems; fire alarm systems; emergency power distribution systems; power system evaluations; studies for existing primary and secondary distribution systems; and facility condition studies.

Eric's 21 years of electrical engineering experience includes both new construction and renovation of retail, commercial, institutional, government, corporate, and prototype facilities.

**Project Role  
Education**  
**Professional Registrations  
Professional Accreditations**  
**Professional Memberships**

**Lead Electrical Engineer**  
**Bachelor of Science in Electrical Engineering,**  
University of Detroit Mercy  
Professional Engineer - MI, AZ, IN, FL  
USGBC LEED Accredited Professional  
**(LEED AP BD+C)**  
Illuminating Engineering Society - Board  
of Manager Member; Past-President of  
Detroit Section

### Relevant Project Experience

- **City of Royal Oak, Royal Oak, MI**  
Eagle Plaza Park Site Electrical & Lighting
- **Ralph C. Wilson, Jr. Foundation, Detroit, MI**  
Ralph C. Wilson, Jr. West Riverfront Park (Design)
- **City of Detroit, Detroit, MI**  
Capitol Park Development (Design)  
Butzel Playfield Renovations  
Riverside Park Development (Design)
- **City of Ferndale, Ferndale, MI**  
Wanda Park Development (Design)  
Schiffer Park Development (Design)
- **DTE Energy, Detroit, MI**  
Grand River Beacon Park Site  
Grand River Beacon Park Building  
Circle Park  
Campus Enhancements
- **City of Northville, Northville, MI**  
Town Square Improvements
- **City of Charlevoix, Charlevoix, MI**  
East Park Site Improvements  
East Park Trout Stream Electrical Completion  
Marina Park Development



*Peter Basso Associates | [www.peterbassoassociates.com](http://www.peterbassoassociates.com)*

ROBERT WHITE, IALD, LC, IES

From his early days as an Industrial Design graduate at Detroit's College for Creative Studies to the present as design principal at Illuminart Robert has been creating innovative lighting design solutions for over 25 years. His extraordinary range of experience informs his creative design flare, technical expertise and a collaborative spirit.

- *Cobo Convention Center* | Detroit, MI
- *Qatar National Convention Centre* | Doha – Qatar
- *General Motors Global Lighting Specifications* | Global
- *Detroit Institute of Arts "Kresge Court Cultural Living Room" Cafe* | Detroit, MI
- *Davidson-Gerson Glass Gallery* | Greenfield Village Dearborn, MI
- *Marshall M. Fredericks Sculpture Museum* | Saginaw, MI
- *Art Van Retail Store* | Canton, MI
- *College for Creative Studies Campus* | Detroit, MI
- *Blue Cross Blue Shield Campus* | Detroit, MI
- *Chippewa Hotel* | Mackinac Island, MI
- *The Homestead - Hotels, restaurants, retail, landscape, Golf, Banquet* | Glen Arbor, MI
- *Shepard Fairey Mural* | Detroit, MI
- *Haworth Furniture Showrooms* | NYC, Washington DC, Toronto – USA and Canada
- *Lincoln Experience Centers* | Newport Beach, CA and Frisco, Texas
- *Trinity Lutheran Church* | Worcester, MA
- *Ford Wagner Park* | Dearborn, MI
- *Motherhouse Chapel* | Monroe, MI
- *First National Bank Facade Lighting* | Detroit, MI
- *The Strathmore Apartments Facade and Courtyard Lighting* | Detroit, MI
- *The Vinton Building Facade Lighting* | Detroit, MI
- *Our Lady Queen of Martyrs* | Beverly Hills, MA
- *Trinity Lutheran Church* | Worcester, MA
- *Will Leather Goods* | Detroit's Midtown, MI
- *Plum Market* | DTW Airport, Ann Arbor, Chicago, Bloomfield, West Bloomfield – USA
- *Detroit Foundation Hotel* | Detroit, MI
- *The Press Room restaurant* | Detroit, MI
- *Prime + Proper restaurant* | Detroit, MI
- *Sheikh Al Jabar Al-Ahmad Cultural Centre* | Kuwait City – Kuwait
- *Al Dara Medical Center - retail and dining* | Riyadh – Saudi Arabia
- *Titletown Plaza and Sledding Hill - Greenbay Packers* | Greenbay, WI
- *Little Caesars Arena - Restaurant, Bar and Food Court* | Detroit, MI
- *Beacon Park* | Detroit, MI



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#### Projects with other firms

- *Samsung Retail Development* Seoul – Korea
- *Calvin Klein* | Moscow, Paris, NYC, Seoul – Global
- *Nike – Niketown* | NYC, Las Vegas, Seattle, Boston – USA
- *Nike – Niketown International concepts* | London, U.K., Berlin DE – Global
- *McNamara Terminal and Passenger Tunnel* | Detroit, MI
- *National Arab American Museum* | Dearborn, MI
- *Ford Motor Conference and Events Center* | Dearborn, MI

Robert has received several Edwin F. Guth Memorial Awards of Excellence for the Qatar National Convention Centre interior lighting and the Detroit McNamara airport terminal. He also received the Control Innovation Award for the Qatar National Convention Centre. He has received over 45 other individual awards of recognition and his work has been featured in a variety of industry publications including; Lighting Dimensions, Mondo, LD&A, Architectural Lighting, Metropolis, Illuminator (Russia), Interior Design, and has recently been featured in Illumni online magazine.

Professional memberships and affiliations: Professional Member of the International Association of Lighting Designers (IALD), Lighting Certified through the National Committee for the Qualification of Lighting Professionals (NCQLP), Lighting design instructor for The College for Creative Studies, Eastern Michigan University and University of Detroit Mercy. He also serves as guest lecturer for Lawrence Technological University, and the Illuminating Engineering Society for which he is also Treasurer.

### BRIENNE WILLCOCK, HON. AIA, MIES, LC

Brienne's background in Fine Art and Interior Design brings a unique combination of technical skill in both 2d and 3d design. She is an integral part of each phase of the design process from initial client interaction to final site focus.

- *Blue Cross Blue Shield* campus lighting | Detroit, MI
- *Cobo Convention Center* interior and exterior renovation | Detroit, MI
- *Hyundai Exhibit Lighting* 2012 Auto Show Lighting | National
- *Art Van Showroom* | Warren, MI
- *Greektown Casino Brizola* restaurant | Detroit, MI
- *General Motors Corporation* LED Product Evaluation and Specifications (ongoing) | Global
- *General Motors Corporation* Lighting Design Guide for Facilities | Global
- *Detroit Developmental Authority* façade lighting design | Detroit, MI
- *DTE Navitas Building* façade lighting design | Detroit, MI
- *Plum Market* | Chicago, IL and Ann Arbor, MI
- *Detroit Institute of Arts* Kresge Court renovation | Detroit, MI
- *Ford and Lincoln* Dealership Design Prototype | Global
- *IHM Motherhouse Chapel* Lighting renovation | Monroe, MI
- *DIA "Kresge Court Cultural Living Room"* | Detroit, MI
- *D'lectricity "Contour 1"* temporary lighting installation | Detroit, MI
- *OLED research* US of Department of Energy | Washington, DC

In addition to lighting design she excels in computer aided design, graphic design, photo editing, BIM modeling, 3D rendering, and photometric calculations.

At Illuminart Brienne has often served as project manager for in-depth investigation of LED product research, comparative analysis of products, and evaluation of performance data. Her efforts have led her to participate in the US Department of Energy's CALIPER (Commercially Available LED Product Evaluation and Reporting) Program. She has been invited to speak about specification integrity and economics of LED at multiple events including LightFair, US DOE SSL Market Development Workshop, Michigan Advanced Lighting Conference, and the Manufacturing in America Symposium.

Brienne is dedicated to the design community in a number of capacities. She is the current President of the Illuminating Engineering Society (IES) in Detroit. She is a contributing writer for Light Design + Application. She was named an Honorary Affiliate of the American Institute of Architects (AIA) in 2014, and AIA Detroit 'Volunteer of the Year' in 2013.



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## 4 | PRIOR EXPERIENCE

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## Parks and Recreation Experience

PEA's experience of working on park projects across Michigan allows us to collaboratively develop a vision for new recreation amenities. Our talented team of award winning landscape architects and engineers conceive aesthetically pleasing designs that balance natural features and site constraints with recreational function.

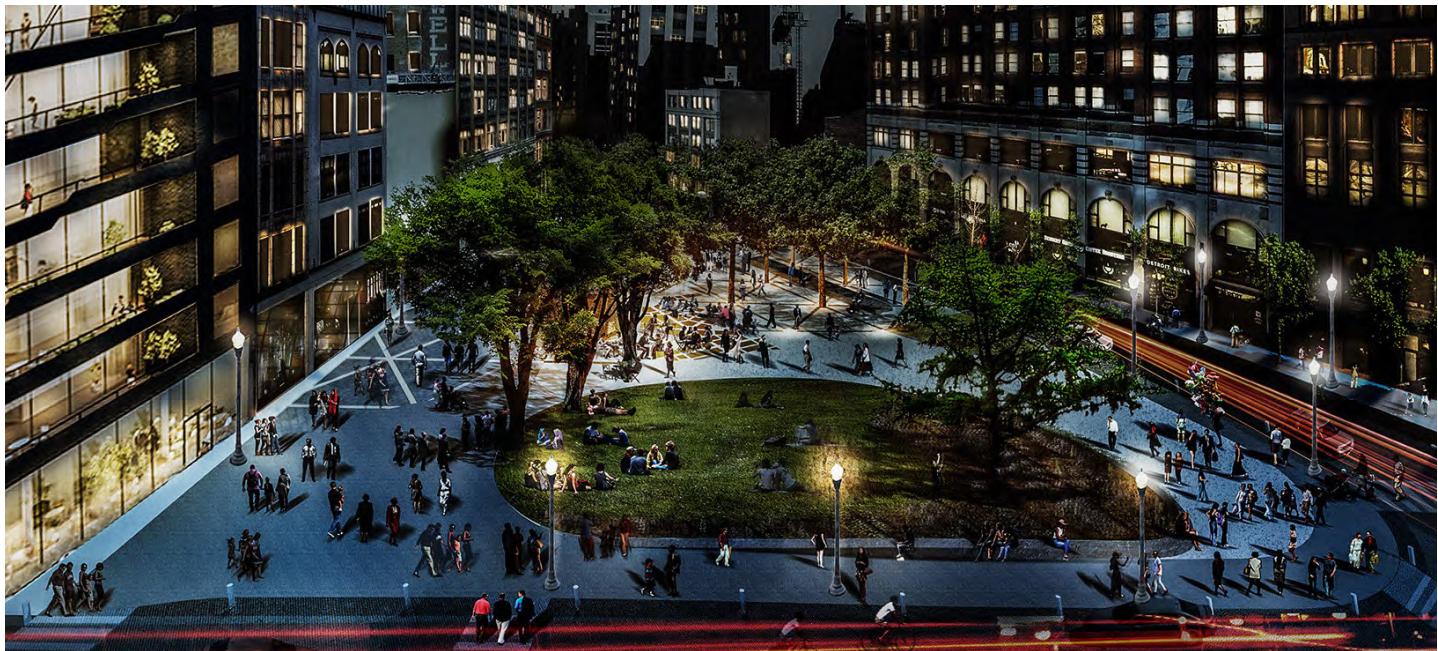
Overcoming challenges of the land is only part of the design process. Technical aspects of design and engineering are critical for recreation facilities to have proper drainage and long-term durability, but tailoring the design for the intended user group is just as important. We feel project success cannot be achieved without proper input from the intended users.

PEA works closely with communities or facility owners to incorporate user and stakeholder input into design plans. Our design philosophy focuses on providing accessibility for all, environmental sustainability, ease of use and long-term durability of site features.

Partnership with our design team through the design process will ensure your project will be a long-term community asset.

# Capitol Park

Detroit, Michigan



Rendering by Public Work

PEA is working with Public Work of Toronto to develop design and construction documents for the redesign of Capitol Park in Downtown Detroit for the Downtown Detroit Partnership (DDP). Capitol Park sits in the location of the previous State of Michigan Capitol Building and has been underutilized as an urban green space for decades with minimal improvements. In recent years the Capitol Park district has seen an infusion of development and has quickly transformed from a relatively vacant and foreboding spot in the City to a Vibrant walkable district surrounded by new residential, retail and office space.

Realizing the potential in the district, DDP contracted with Public Work to develop a new vision for the Park. Public Work contracted with PEA to provide local landscape architecture, survey, geotechnical and civil engineering services.

The design for the park envisions a dense tree canopy of varying heights with prgrammatic elements distributed below. A new water feature, landscape plantings, park kiosk and art installation will be featured in the park providing an outdoor eating and entertainment venue for the local residents and businesses.



Rendering by Public Work

## Client | Reference

Adam Nicklin, Principal

PUBLIC WORK Office for Urban Design and Landscape Architecture

317 Adelaide Street West, Suite 802

Toronto ON M5V1P9

(416) 304 9610

[nicklin@publicwork.ca](mailto:nicklin@publicwork.ca)

## Services Provided

Survey, Geotechnical Investigation,Civil Engineering, Construction Documentation, Cost Estimating, Construction Administration

# Ralph C. Wilson, Jr. Centennial Park

Detroit, Michigan



The Detroit Riverfront Conservancy is working with Michael Van Valkenburgh Associates, Inc. to develop design and construction documents for a new park on the Detroit River. Ralph C. Wilson, Jr. Centennial Park is situated on 20-acres directly adjacent to Downtown Detroit. Formerly the site housed the Free Press Printing Facility until demolished and a temporary riverwalk was installed in 2012. The new park will transfer this underutilized site into a regional recreational destination. The park will include a new cove and beach area, amphitheater, sledding hills, landscaped pathways, covered basketball facilities, a park administration and restroom facility, great lakes themed play garden, active recreation facilities, picnic shelters, and a children's water play garden. The Ralph Wilson Centennial Park will be add another destination to the already popular Detroit Riverwalk and fill in another missing piece of the planned recreational linkages from the Ambassador Bridge to the Belle Isle Bridge.

PEA is subconsulting with MVVA to provide the civil engineering and surveying services for the project. Currently in Design Development, Construction is anticipated to begin in 2020 with the park open to the public in 2022.

## Services Provided

Survey, Civil Engineering, Construction Documentation, Cost Estimating, Construction Administration

## Client | Reference

Rhonda Collins

Associate Director / VP Project Development Services

Jones Lang LaSalle, Americas

313-570-1476

[Rhonda.Collins@am.jll.com](mailto:Rhonda.Collins@am.jll.com)

# Fort Street Bridge Park

Detroit, Michigan



## Concept Plan

### Plan Features:

- A entry wall
- B bike loops
- C gathering plaza
- D interpretive signage
- E sculptural element
- F stormwater feature
- G entry drive
- H entry arch or gate
- I parking/ loading
- J paddleboat launch
- K boardwalk
- L rain garden
- M habitat enhancement
- N curb cut
- O bio-swale

### Client | Reference

Paul Draus, Ph.D.

Associate Professor of Sociology

Director of Public Administration and Public Policy Programs

Department of Behavioral Sciences

The University of Michigan-Dearborn

313.583.6628

[draus@umich.edu](mailto:draus@umich.edu)

### Services Provided

Site inventory and analysis, conceptual planning, cost estimating, site plan approval, construction documents and fundraising assistance

The Fort-Rouge Gateway (FrOG) Partnership began as a discussion between local and state-level stakeholders to discuss the potential for a transformative place-making project in the vicinity of the Fort Street Bridge, over the Rouge River, in southwest Detroit.

PEA assisted FrOG stakeholders to finalize conceptual plans for a pocket park, on MDOT owned property, at the foot of the new bridge. Amenities include a gathering plaza with seating and porous pavement, interpretation of the 1932 Hunger March, an interactive stormwater management demonstration, habitat enhancements, and a kayak launch. Sculptural and interpretive focal points within the plaza are constructed with salvaged materials from the former bridge. Marathon Petroleum Company LP engaged PEA to develop construction documents for a first phase of the project's development.



# Riverside Park | Phase 3-4

Detroit, Michigan



Riverside Park is located at the base of West Grand Boulevard on the Detroit River directly south of the Ambassador Bridge in Southwest Detroit. The City developed an overall concept for phases 1-5 and engaged PEA with WCI Contractors to develop updated concept plans through construction documents for phases 3 and 4 of the project. The City is working to develop Due Care plans for both phases of the project. The new design will incorporate the environmental cleanup requirements per MDEQ requirements.

Phase 3 and 4 of the park will expand the existing park boundary southwest adding close to 5 acres of public park as well increasing the river frontage and access for shore fishing. The redesigned phase 3 and 4 will include a new interactive spray park consisting of rolling topography and safety surfacing that can be utilized as unique play space in cooler months when the water play is not appropriate. Grand Boulevard is extended into the park providing better vehicular access for fishermen and cyclists while doubling as hardscape surface for festivals and weekend events. A new sledding hill will provide winter recreation opportunities and offers unique vies of the River and downtown. Upland and lowland habitat improvements are incorporated into the design spanning from the existing seawall to the top of the proposed hillside. A picnic shelter near the base of the sledding hill will provide a location for concerts and movies in the park doubling as an outdoor performance space. Picnic shelters and outdoor fitness area are included in the plans adjacent to a 1/4 mile walking loop. The existing Riverwalk will remain intact with new site furnishings and repairs as needed.

Completion of Riverside Park construction will provide new and exciting recreational amenities to nearby residents as well as the overall Detroit Community.

## Services Provided

Concept Planning, Landscape Architecture, Civil Engineering, Construction Documentation, Cost Estimating, Construction Administration

## Client | Reference

John DeRuiter

City of Detroit - General Services Department  
Landscape Design Unit

18100 Meyers Road

Detroit, MI 48235

(313) 628-0900

deruiterj@detroitmi.gov

# City of Northville Town Square

Northville, Michigan



The City of Northville Downtown Development Authority reached out to the team at Grissim, Metz, Andriese Associates (GMA) to develop a new vision for the historic revitalization of the downtown area and to provide construction documentation for the phase 1 Town Square implementation. *Michael Franklin acted as Project Architect during the duration of this first phase for GMA.*

This ground-breaking project re-established Northville as a destination location and was instrumental in creating a distinct sense of place for this notable community. The Town Square is located in the heart of Northville and occupies less than half of an acre of area. The project addressed many existing challenges such as pedestrian and vehicular integration, the re-purposing of existing focal elements, the creation of a multi-use year-round space and site constraints such as historic buildings, utilities and existing road requirements. The goal was to recreate an historic Victorian feel through the design and introduction of uniquely designed elements. Those elements included a

signature steel and glass winged pavilion, the incorporation of a uniquely designed hardscape patterning that included a snowmelt system, the introduction of sculptural art, moveable site furniture and low maintenance strategically placed plant material and canopy trees, the re-use of an existing high-profile clock tower and the addition of custom planters, water feature and uniquely designed overhead accent lighting.

This project was a huge success and host multiple art fairs, concerts and outdoor activities for the community throughout the course of the year.

## Client | Reference

City of Northville Downtown Development Authority

Lori Ward, DDA Director

248.349.0345

loriward@comcast.net

Associated Firm

Grissim, Metz, Andriese Associates

(Michael Franklin completed project as part of the GMA team)

## Services

Site inventory and analysis, conceptual planning, cost estimating, site plan approval, construction documents and construction administration



# City of Brighton Millpond Master Plan

Brighton, Michigan



PEA completed a master plan for the primary pedestrian amenity in the City of Brighton including a plaza, civic gathering space, amphitheater, band shell, outdoor eating areas and pedestrian walkways. The project included an evaluation of the site's previous master plan and the development a series of Design Guidelines for the site as well as a conceptual and final master plan for the property. The design creates a completely new look for the heart of downtown Brighton and provides amenities that create a vibrant gathering and entertainment space for the community.

## Services Provided

Site Analysis

Place Evaluation

Master Plan Evaluation Report

Design Guidelines Report

Conceptual Design

## Client | Reference

City of Brighton

200 N. First St.

Brighton, MI 48116

# Bay Tower Visitor Center & Urban Park

The first building of its kind in Michigan, the Bay Tower Visitor Center will join downtown Bay City with the newly constructed Uptown development to create a thriving pedestrian Riverwalk that is anchored by a 13,000 sf visitor center layered with innovative and pioneering technologies and programming. In addition to a gallery and event space infused with an interactive historical exhibit of the region with a high-tech LCD display, the Bay Tower Visitor Center will provide regional offices for the Great Lakes Bay Convention and Visitors Bureau, in addition to a community meeting space, and introductory theater. The project is a platform that unites the culture, resources, and people of the region, while educating tourists through technology and promoting a highly identifiable brand image for the city through ensuring that the tower's height and form is optimally shaped as a beacon for visitors.



**Location**  
Bay City, MI

**Client & Contact**  
Go Great Lakes  
Annette Rummel, Ph.D.,  
CEO  
989.752.7164

**Partners**  
Illuminating Concepts  
(Lighting)

Robert Darvas Associates  
(Structural)

Sextant Group  
(Technology)

**Total Investment in U.S. Dollars**  
\$10,000,000 - \$12,000,000

**Contract Price in U.S. Dollars**  
\$35,000 (Concept Design)  
SD-CA = 8% of construction cost

**Location of office responsible for project**  
inFORM studio  
Northville, MI

**Scope of Work**  
Predesign, Schematic Design

**Contract Terms**  
Fixed Fee

**Start and Completion of Work**  
Design: January 2016

# The Detroit Zoo | Main Restroom Enhancement

This proposal introduced accessible, high quality public space to address both the under-served needs of the Zoo patrons and enhance the exterior facade of the existing Guest Relations Building. The approach extended the sustainable initiatives of the Detroit Zoological Society and provided a safe, illuminated, pedestrian friendly environment aiming to establish a unique external identity and experience while simultaneously considering the pragmatic functionality and flow of the expanded restroom space. Externally, the restroom entrance is highlighted with a blue-green patina copper panel which links to the material context found in several neighboring buildings. Two large translucent glazed openings introduce daylight to the expanded interior while a layering of exotic, local woods reflect the scope and diversity of the animals inhabiting the park.

**Location**

Bay City, MI

**Client**

Detroit Zoological Society

**Partners**

Sterling Contracting  
(Construction Manager)

**Total Investment in U.S. Dollars**

TBD

**Contract Price in U.S. Dollars**

Proposal Phase

**Location of office responsible for project**

inFORM studio  
Northville, MI

**Scope of Work**

Proposal for full Architectural & Engineering scope

**Contract Terms**

TBD



# The HUB / Grand River Circle Park

The design proposal for DTE Energy, one of the largest employers in Detroit, was part of a groundbreaking public space on the fringe of their downtown campus which was intended to spur revitalization of the surrounding neighborhood. The triangular-shaped Beacon Park site lies one block to the east of the DTE Energy building, along Grand River Avenue in the heart of the city. In a collaborative effort with Living Lab, inFORM studio initially provided full design services for the HUB, an on-site cafe / pavilion intended to form the catalytic heart of the park. Programmatically the HUB provided a full service kitchen, public restrooms, AV storage, bar area, balcony seating, a historical DTE narrative and a rooftop garden with seating for 150 people.



## Location

Detroit, MI

## Client & Contact

DTE Energy

## Partners

Living Lab  
(Landscape Architecture)

Peter Basso Associates  
(Electrical)

## Scope of Work

Predesign Proposal  
Schematic Design

## Contract Terms

Fixed Fee



The proposed street facing public front of the HUB building aims to unify pedestrian circulation and create an iconic wayfinding point within the park interior. The blackened steel and wood cladding pull from adjacent material palettes while an integrated Interactive Display System is optimized for augmented reality applications in which optical markers or real-life objects trigger information and accommodate an unlimited number of concurrent users with a high-tech LCD display. An EHTE (Extensible Hybrid Tracking Engine) is configured to capture reflections, passive ambient light and shadows between alternating frame rates. The tracking system can be used to see virtually anything placed on the display and visible with IR, tracking and passing information to applications through finger points, hands, objects (shapes) or optical markers.

The interior supports many activities with food, drink, rest rooms, dining & gathering areas and green roof access. Features include; **1.** An operable glass partitions which extends the seating area into the park, blurring the delineation between interior and exterior space. **2.** A backlit acrylic bar top contrasts the darkened steel and illuminates the event space core. **3.** CNC routed concrete formwork creates a unique texture of concave and convex domes on the exposed concrete ceiling. This texture will provide visual intrigue and help to diffuse sound. Lights will be stippled into the field of domes in the ceiling to provide a constellation of ambient light. **4.** Ipe wood siding and concrete pavers used at the exterior are extended to the interior space, further reinforcing the connection between the two environments.



THE HUB / ALTERNATE DESIGN PROPOSAL #2





# Campus Quad / Lansing Community College

The redevelopment of the Lansing Community College Quadrangle project creates a significant connection and a spatial mediator between a congress of energetic and diversified disciplines within the downtown campus. Working within the framework of a unified campus vision, this exciting project presents an opportunity to increase pedestrian accessibility and circulation functionality while defining a signature gateway & wayfinding component at the heart of the school. The revitalized quadrangle will provide enhanced connectivity between the Gannon Building, Health & Human Services, Dart Auditorium and the Arts & Sciences Building.

Quad Programming included the following;

1. Dedication Signage	9. Guitar Park Seating
2. Wood Lounging Platform	10. Birch Tree Promenade
3. Recreational Lawn	11. ADA Access Ramp
4. Native Wildflower Gardens	12. Passive Seating & Gardens
5. Sculpture Park	
6. Open Lawn Stepped Garden	
7. Performance Stage/Patio	
8. Amphitheater Seating	

**Location**  
Lansing, MI

**Client & Contact:**  
Lansing Community College

**Partners**  
Matrix Engineering  
(Electrical)

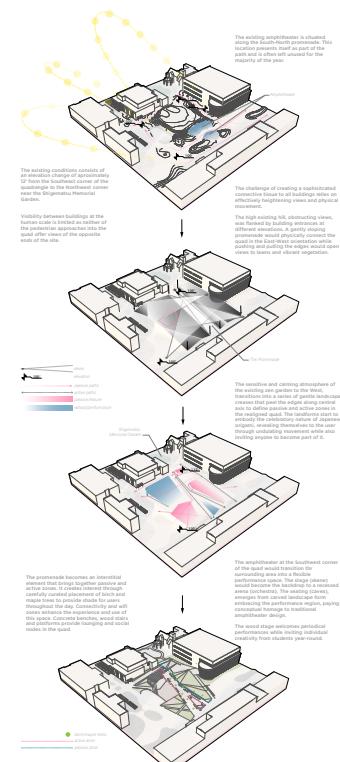
**Total Investment in U.S. Dollars**  
\$3,000,000

**Scope of Work**  
Architectural Design Services:  
Schematic Design Proposal  
Cost Estimating

**Contract Terms**  
Fixed Fee

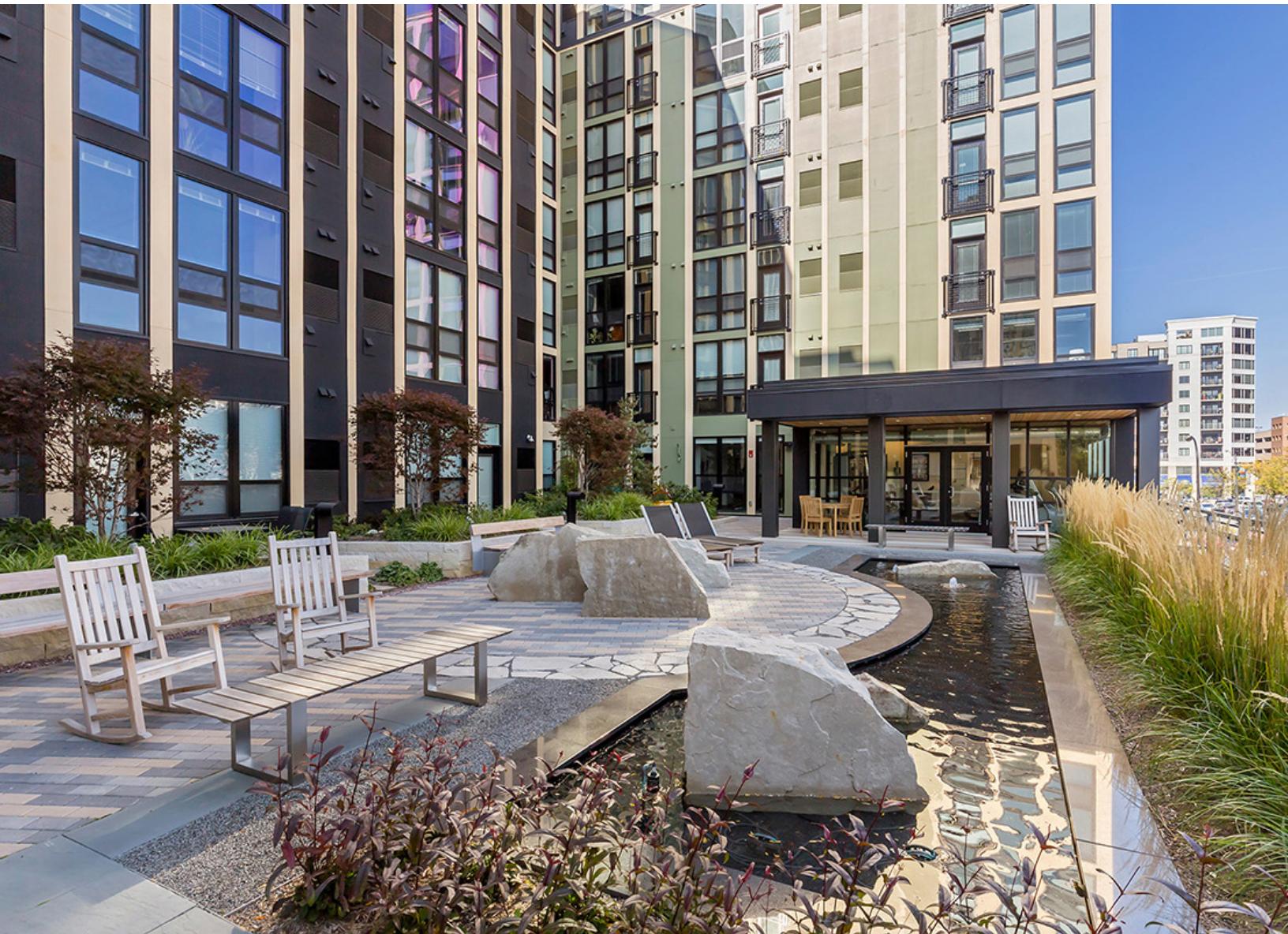
**Start and Completion of Work**  
Design Proposal Complete: 2018  
Awaiting Funding





## 6 | PROPOSAL FORMS | REFERENCES

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The city reserves the right to request any additional information which might be deemed necessary after the RFP information has been received.

The city does not intend to pay for any information solicited or obtained; further the city will not be liable for any costs incurred in the proposal preparation, presentation or contract negotiation.

The city reserves the right to reject any and all proposals received and the right to waive defects in proposals as a result of this RFP.

The successful architect shall not provide services until a fully executed contract has been received by the city. The firm must indemnify and hold the city harmless throughout the contract. The firm must also provide liability insurance during the term of the contract.

**ESTIMATED QUANTITIES:**

Quantities stated are estimated and are not guaranteed. Quantities stated are made in good faith and will be used for award purposes. Quantities are based upon reasonable estimates, and the City of Royal Oak will not be penalized for additions or deletions from the contract within the specifications.

**DOWNPAYMENTS AND PREPAYMENTS:**

Any bid submitted which requires a down payment or prepayment of any kind prior to delivery of material and acceptance, as being in conformance with specifications, will not be considered for award.

**CONTRACT FORMS:**

Bidders should complete the Legal Status of Bidder, Non-Collusion Affidavit, Certification regarding Debarment and the Certification regarding "Iran Linked Business" forms and return with your bid proposal.

**MICHIGAN CONSTRUCTION LIEN ACT:**

The bidder agrees that, if awarded the Contract(s) he/she will abide by all requirements of the Michigan Construction Lien Act (P.A. 1980, No. 497) as amended and effective March 1, 1982, and to provide full and complete Sworn Statements on Owner-approved forms.

**PUBLIC ACT 57:**

Public Act 57 requires contractors to provide certain notices to governmental entities concerning improvements on real property; to allow for modifications of contracts for improvement of real property; to provide for remedies; and to repeal acts and parts of acts. This contract shall comply with all applicable provisions of Public Act 57 [a copy of the act is attached for reference (2 pages)].

**BID DEPOSIT AND FORFEITURE:**

The bid deposit of the lowest bidder shall be forfeit if, after bid opening, a change in the bid price or other provision of the bid is required by the bidder that is prejudicial to the interest of the City of Royal Oak or fair competition.

**SITE INSPECTION:**

Bidders should examine the sites to determine the amount of work to be done in accordance with the specifications. If a bidder does not make a site inspection, that bidder accepts full responsibility and risk for any errors or omissions in his/her bid proposal. Contact **Greg Rassel, 248-246-3300, GregR@romi.gov** to arrange a site visit between the hours of 8:30 am - 3:00pm Monday through Friday.

Our company visited the site(s) on January 30.

Our company did not visit the site(s).

**BOND SUBMITTAL:**

~~Subsequently, upon notice of award to the successful bidder, the Contractor shall qualify for, sign, and deliver to the City of Royal Oak an executed Performance Bond, an executed Labor and Materials Payment Bond, and an executed two-year Maintenance Bond secured by a surety company, acceptable to the City of Royal Oak by being licensed to do business in Michigan, and be included on the U. S. Treasury Department Surety List and/or have a rating of A or better by A. M. Best, and/or Standard and Poor's, on standard AIA forms, each in the amount of one hundred percent (100%) of the contract sum. Attorneys in fact, who sign Performance, Payment, and Maintenance Bonds, must file a certified copy of their power of attorney to sign such bonds. The Contractor shall pay the cost of all bond premiums.~~

**PURCHASE ORDER:**

After the Royal Oak City Commission has approved the award, the City of Royal Oak Purchasing Agent will inform the successful bidder. The successful bidder once notified, will be required to submit the specified bonds. A purchase order will be issued in approximately one-week and released, once acceptable bonds and insurance are received. The purchase order issued in conjunction with the Contract Form (provided in the Contract Documents Section) from the City of Royal Oak will create a bilateral contract between the parties, and the successful bidder shall commit to perform the contract in accordance with specifications.



**Finance Department**  
211 S Williams Street  
Royal Oak, MI 48067  
248.246.3030

**CITY OF ROYAL OAK, MICHIGAN**  
**REQUEST FOR PROPOSAL**  
**DOWNTOWN PARK LANDSCAPE ARCHITECTURAL, ENGINEERING AND CONSTRUCTION**  
**RFP-SBP-RO-19-001**

**REFERENCES:**

The City of Royal Oak requires that your company list at least three (3) clients who have recently had similar work performed by your company. If you or your company has worked for the City of Royal Oak in the past, please indicate by completing the information below.

COMPANY: Oakland Township Parks and Recreation

ADDRESS: 4393 Collins Road, Rochester, MI 48306

PHONE: (248) 651-7810 Ex. 402

CONTACT: Mindy Milos-Dale

EMAIL: mmdale@oaklandtownship.org

COMPANY: Washtenaw County Parks and Recreation

ADDRESS: 3200 Jennings Road, Whitmor Lake, MI 48189

PHONE: (734) 971-6337

CONTACT: Roy Townsend

EMAIL: townsendr@washtenaw.org

COMPANY: Van Buren Township Parks and Recreation

ADDRESS: 46425 Tyler Rd, Van Buren Township, MI 48111

PHONE: (734) 699-8921

CONTACT: Jennifer Wright

EMAIL: jawright@vanburen-mi.org

COMPANY: Oakland County Parks and Recreation

ADDRESS: 2800 Watkins Lake Road, Waterford, MI 48328

PHONE: (248) 240-1079

CONTACT: Zach Crane

EMAIL: cranez@oakgov.com

COMPANY: City of Detroit Parks and Recreation

ADDRESS: 18100 Meyers Road, Detroit, MI 48235

PHONE: (313) 628-0900

CONTACT: John Deruiter

EMAIL: deruiterj@detroitmi.gov

**COMPANY:** CBRE

**ADDRESS:** 2000 Town Center #2000, Southfield, MI 48075

**PHONE:** (313) 468-4932

**CONTACT:** Turkia Mullin

**EMAIL:** tmullin@CBRE.com

**COMPANY:** Caulet Ferrari

**ADDRESS:** 7070 Orchard Lake Rd, West Bloomfield Township, MI 48322

**PHONE:** (248) 538-9600

**CONTACT:** Jeff Cauley

**EMAIL:** jeffcauley@cauley.net

**COMPANY:** Bedrock

**ADDRESS:** 630 Woodward Ave, Detroit, MI 48226

**PHONE:** (734) 355-3389

**CONTACT:** James Witherspoon

**EMAIL:** jameswitherspoon@bedrockdetroit.com

**COMPLETION DATE:**

The work shall commence as soon as possible upon City Commission award. The intent is to make a recommendation of award at an **April/May City Commission Meeting\*(Date will be determined by designated city representative and posted publicly)**. A work schedule shall be provided to **Greg Rassel, DPS**. The designated City representative shall approve the work schedule prior to the start of the project. His/her decision as to acceptability shall be deemed in the City of Royal Oak's best interest. The City of Royal Oak is the only party to this contract that may authorize amendment of this schedule. The contractor is required to start the project within ten (10) working days after notification to start work. The entire project must be completed by **fall 2020\*(Date will be determined by designated city representative and posted publicly)**.

Our company can meet the completion date

Our company cannot meet the completion date but offers: \_\_\_\_\_

**CITY OF ROYAL OAK, MICHIGAN**  
**REQUEST FOR PROPOSAL**  
**DOWNTOWN PARK LANDSCAPE ARCHITECTURAL, ENGINEERING AND CONSTRUCTION**  
**RFP-SBP-RO-19-001**

**TO: FINANCE DEPARTMENT, CITY OF ROYAL OAK, MI**

The undersigned hereby offers to furnish to the City of Royal Oak all materials and/or services at the prices quoted in conformance with the City's specifications described herein:

The firm certifies that this proposal is in complete compliance with all specifications except as specifically listed on the following lines (use additional sheet if necessary):

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PROPOSAL FIRM FOR: 180 Days (LENGTH OF TIME-90 DAYS MINIMUM)

**LEGAL IDENTIFICATION**

NAME OF COMPANY: PEA, Inc.

COMPANY ADDRESS: 2430 Rochester Road, Suite 100, Troy, MI 48083

PHONE NO.: (248) 689-9090      FAX NO.: (248) 689-1044      EMAIL: [jsmith@peainc.com](mailto:jsmith@peainc.com)

PROPOSAL PREPARED BY: Jeffrey Smith      Director of Landscape Architecture  
(Typed Name of Individual)      (Title)

AUTHORIZED SIGNATURE:



DATE SUBMITTED: February 18, 2018

The undersigned, as bidder, declares that he/she having examined the specifications with related documents and the sites of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project, including availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies to complete the project in accordance with the contract documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this bid Proposal is part.



Finance Department  
211 S Williams Street  
Royal Oak, MI 48067  
248.246.3030

RFP-SBP-RO-19-001

DOWNTOWN PARK LANDSCAPE ARCHITECTURAL, ENGINEERING AND CONSTRUCTION

Page 1 of 2

Insurance requirements shall be in accordance with the attached **SAMPLE INSURANCE CERTIFICATE** and **ENDORSEMENT**. The required Insurance Certificate and Endorsement must be submitted to the city within 5 days of the verbal/ electronic request after the bid award. The Insurance Certificate and Endorsement may be faxed to the Finance Department at (248) 246-3039 and is the only bid document accepted in this format.

The contractor, or any of their subcontractors, shall not commence work under this contract until they have obtained the insurance required, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to business in the State of Michigan and acceptable to the City of Royal Oak. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and self-insured retentions (SIR's) are the responsibility of the Contractor.

(X) We can meet the specified insurance requirements.

( ) We cannot meet the specified insurance requirements.

( ) We do not carry the specified limits but can obtain the additional insurance coverage of  
\$ \_\_\_\_\_, at the cost of \$ \_\_\_\_\_.  
**NOTE:** Please note the amendments on a sample insurance certificate and attach it to your bid proposal.

( ) Our proposal is reduced by \$ \_\_\_\_\_ if we lower the requirement to  
\$ \_\_\_\_\_.  
**NOTE:** Please note the amendments on a sample insurance certificate and attach it to your bid proposal.

**IMPORTANT:** A Certificate of Insurance on an ACORD Form showing present coverage as well as the required endorsements SHALL be attached to the proposal document at the time of submission.

**NOTE:** Failure on the part of any bidder to contact his/her insurance carrier to verify that the insurance carried by the bidder meets City of Royal Oak specifications may result in this proposal being completed incorrectly.

**OTHER:** Sole proprietors must execute a certificate of exemption from Worker's Compensation requirements or provide proof of Worker's Compensation Insurance. All coverage shall be with insurance carriers licensed and admitted doing business in Michigan in accordance with all applicable statutes of the State of Michigan and acceptable to the City of Royal Oak.

**INSURANCE VERIFICATION:**

A bidder shall complete the above portion, which details additional costs that may be incurred for specified coverage without purchasing the additional coverage prior to bid submission.

**WORKERS' COMPENSATION INSURANCE**, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

**COMMERCIAL GENERAL LIABILITY INSURANCE** on an "Occurrence Basis" with limits of liability not less than \$1,000,000.00 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included; (E) Deletion of all Explosion, Collapse, and Underground (XCU) Exclusions, if applicable.

**AUTOMOBILE LIABILITY**, including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000.00 per occurrence combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

RFP-SBP-RO-19-001

DOWNTOWN PARK LANDSCAPE ARCHITECTURAL, ENGINEERING AND CONSTRUCTION

Page 2 of 2

**ADDITIONAL INSURED:**

Commercial General Liability and Automobile Liability, as described in the attached SAMPLE shall include an Additional Insured Endorsement stating the following shall be ***Additional Insureds:*** The City of Royal Oak including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and Commission members, including employees and volunteers thereof. It is understood and agreed by naming the City of Royal Oak as additional insured, coverage afforded is primary and any other insurance the City of Royal Oak may have in effect shall be considered secondary and/or excess.

**CANCELLATION NOTICE:**

All policies, as described above, shall include an endorsement stating that it is understood and agreed that Thirty (30) days, ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be mailed to:

City of Royal Oak  
Finance Dept, room 301  
211 S Williams St  
Royal Oak, MI 48067

**PROOF OF INSURANCE COVERAGE:**

The Contractor shall provide the City of Royal Oak, at the time that the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above all shall be furnished, if so requested.

If any of the applicable coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and endorsements to the City of Royal Oak at least ten (10) days prior to the expiration date.

**LETTER VERIFICATION:**

The recommended bidder will be notified to submit a letter from the *insurance agent or carrier* that the insurance to be supplied will meet specifications. As an alternative, the recommended bidder may submit the certificate of insurance meeting specifications at this time at his/her option. ***The City must receive this letter or certificate within 5 business days after verbal / electronic notification has been delivered to the recommended bidder or the bidder will be considered non-responsive and the bid un-awardable.*** This process will occur before presentation of the award recommendation to the Royal Oak City Commission.

**FINAL INSURANCE CERTIFICATE SUBMISSION:**

After approval by Royal Oak City Commission, the City's purchasing agent will review the insurance certificates and endorsements to ensure all acceptable documents have been received and allow (5) additional business days after verbal/electronic notification to submit final insurance certificate(s) in accordance with specifications. The City of Royal Oak reserves the right to WITHHOLD AND KEEP any bid surety for failure to comply. The company will be considered in default of contract and will be barred from doing business with the City of Royal Oak for a minimum of three (3) years for failing to meet insurance requirements.

**SIGNATURE PAGE**

**PRICES:** Prices shall remain firm for 60 days or bid award, whichever comes first, except the successful bidder whose prices shall remain firm through project completion.

**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:**

NOTE: The undersigned has checked carefully the bid figures and understands that he/she shall be responsible for any error or omission in this bid offer and is in receipt of all addenda as issued.

TAX ID: 38-1813731

COMPANY: PEA, Inc.

ADDRESS: 2430 Rochester Ct., Suite 100

CITY: Troy STATE: MI ZIP: 48083

PHONE: ( 248 ) 689-9090 FAX NUMBER: ( 248 ) 689-1044

REPRESENTATIVE NAME: Jeffrey Smith

(Print)


**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:**

PAYMENT TERMS: WARRANTY:

CHECK INCLUDED: COMPLETION:

EMAIL:

**EXCEPTIONS:** Any exceptions, substitutions, deviations, etc. from the City of Royal Oak specifications and this proposal must be stated below and reason for, and is an integral part of this bid offer:

The Standard City of Royal Oak Indemnification clause is written for Construction Contractors and not design professionals and will be generally unacceptable to any design consultant insurance providers. PEA can provide Royal Oak with a modified indemnification clause that should be acceptable to both Royal Oak and the design team insurance providers.

**ACKNOWLEDGEMENT:**

I, Jeffrey Smith, certify that I have read the **Instructions to Bidders** (5 Pages) and that the bid proposal documents contained herein were obtained directly from the City's Purchasing Department or MITN website, [www.mitn.info](http://www.mitn.info) and is an official copy of the Authorized Version.

**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:**


**NOTE:** The City of Royal Oak, at their discretion, may require the bidder to supply a Financial Report from an impartial Financial Credit Reporting Service before award of contract.

**IMPORTANT:** All City of Royal Oak purchases require a MATERIAL SAFETY DATA SHEET, where applicable, in compliance with the MIOSHA "Right to Know" Law. Please include a copy of any relevant MSDS at the time of bid submission.

**U.S. FUNDS:** All prices quoted are to be in U. S. Currency.



**Finance Department**  
211 S Williams Street  
Royal Oak, MI 48067  
248.246.3030

The proposer affirms that he/she has provided true statements and is duly authorized to execute this request for proposal, that this company, corporation, firm, partnership or individual has not prepared this proposal in collusion with any other proposer and that the contents of this proposal as to prices, terms or conditions have not been communicated by the undersigned, nor by any employee or agent, to any competitor, and will not be, prior to the award and the proposer has full authority to execute any resulting contract awarded as a result of, or on the basis of the submittal.

To the fullest extent permitted by law, the proposer agrees to defend, pay on behalf of, indemnify, and hold harmless the City of Royal Oak, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Royal Oak against any and all claims, demands, suits, or loss, including all costs and attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Royal Oak, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Royal Oak, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this program.



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[www.romi.gov](http://www.romi.gov)

**VENDOR CERTIFICATION  
THAT IT IS NOT AN  
"IRAN LINKED BUSINESS"**

Pursuant to Michigan law, (the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an "IRAN LINKED BUSINESS", as defined by law.

<b>Vendor</b>	
Legal Name	PEA, Inc.
Street Address	2430 Rochester Ct. Suite 100
City	Troy
State, Zip	MI
Corporate I.D. Number/State	800113099
Taxpayer I.D. #	38-1813731

The undersigned, with: 1.)full knowledge of all of Vendors business activities, 2.)full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3.) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an "IRAN LINKED BUSINESS" as require by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the City of Royal Oak.

Signature of Vendor's Authorized Agent:



Jeffrey Smith

Printed Name of Vendor's Authorized Agent:

Jeffrey Smith

Witness Signature:



Printed Name of Witness:

Nicole Rihtarchik

The undersigned certifies on behalf of the Proposer that the Proposer is not an "Iran Linked Business," as defined in the Iran Economic Sanctions Act of the State of Michigan, 2012 PA 517.



**Finance Department**  
211 S Williams Street  
Royal Oak, MI 48067  
248.246.3030

**CITY OF ROYAL OAK, MICHIGAN**  
**REQUEST FOR PROPOSAL**  
**DOWNTOWN PARK LANDSCAPE ARCHITECTURAL, ENGINEERING AND CONSTRUCTION**  
**RFP-SBP-RO-19-001**

Cost proposals shall include all anticipated costs for services including, but not limited to external costs (customer surveys, external research, travel, etc.), and shall include a not to exceed fee total for the proposed DOWNTOWN PARK LANDSCAPE ARCHITECTURAL, ENGINEERING AND CONSTRUCTION SERVICES.

*Please attach a detailed itemization of all costs for services in the scope of work and deliverables.*

**NOT TO EXCEED FEE TOTAL  
FOR DOWNTOWN PARK LANDSCAPE ARCHITECTURAL, ENGINEERING AND CONSTRUCTION SERVICES:**

DOWNTOWN PARK \$ 455,000

If any additional services are proposed by your company, please outline these and their costs as separate from those services originally requested.

#### ADDITIONAL PROPOSED SERVICES:

## 7 | BASIS OF FEES

	Prime Consultant - Landscape Architecture	Architecture	Civil Eng.	Surveying	Geotechnical Eng.	Structural Eng.	M/E/P Eng.	Lighting Design	Irrigation Design	Cost Estimating
Consultant:	PEA	inForm Studio	PEA	PEA	PEA	Resurget Eng.	Peter Basso Assoc.	Illuminart	Liquid Assets	PEA
Phase:										
Conceptual Design	\$34,500	\$15,400	\$4,200	\$4,800	\$5,200	\$1,500	\$2,500	\$4,500	\$750	\$1,200
Schematic Design	\$38,700	\$17,500	\$9,800			\$2,250	\$11,250	\$6,500	\$1,100	\$1,500
Design Development	\$49,000	\$22,800	\$9,800			\$3,300	\$15,850	\$6,350	\$1,250	\$1,850
Construction Documents	\$76,000	\$32,200	\$18,200			\$5,900	\$29,750	\$14,500	\$2,500	\$2,600

Consultant Subtotal:	\$198,200	\$87,900	\$42,000	\$4,800	\$5,200	\$12,950	\$59,350	\$31,850	\$5,600	\$7,150
Average Hourly Rate:	\$118	\$120	\$130	\$115	\$115	\$125	\$125	\$120	\$110	\$100
Total Hours:	1680	733	323	42	45	104	475	265	51	72
Percentage of Cost	43.6%	19.3%	9.2%	1.1%	1.1%	2.8%	13.0%	7.0%	1.2%	1.6%

Phase Subtotal	Phase:
\$74,550	Conceptual Design
\$88,600	Schematic Design
\$110,200	Design Development
\$181,650	Construction Documents

Construction Cost	\$4,000,000
Fee as % of Construction	11.375%

\$455,000	:Total Fee
\$118	:Total Average
3,788	:Total Hours
100.0%	:Total Percentage

\*The fee distribution amongst the design team subject to change, however, total fee stated above will not change.

\*All costs and miscellaneous expenses are included in the total fee.

**VENDOR QUESTIONNAIRE**
**DATE:** February 18, 2019

---

 Month/Date/Year

**FIRM NAME:** PEA, Inc.

**ESTABLISHED:** January , 1947 **or 20** **STATE:** Michigan

**TYPE OF ORGANIZATION:** (Circle One)

- a. Individual
- b. Partnership
- c. Corporation**
- d. Joint Venture
- e. Other \_\_\_\_\_ If applicable:

**FORMER COMPANY NAME(S)**

Professional Engineering Associates

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 Please provide the following information and submit with your bid proposal:

 1) Number of years of experience in this type of work: 72 Years

2) List the number and types of equipment to be used if awarded this bid (Attach itemized list that is marked \_\_\_\_\_ for identification if more space is required):

Standard office design programs

Geotechnical and survey equipment to be used on site

3) List all contract commitments your firm has been engaged to perform for 2015. Give organization name, value of contract and percent complete.

<u>ORGANIZATION</u>	<u>VALUE</u>	<u>PERCENTAGE</u>

4) If applicable, list all proposed subcontractors to be used in the performance of this contract and the work to be performed by each.

Inform Studio, Architecture

Peter Basso Associates, Inc., Mechanical

Illuminart, Lighting Design

Liquid Assets, LLC, Irrigation



**Finance Department**  
211 S Williams Street  
Royal Oak, MI 48067  
248.246.3030

5) Name of your bank or other financial reference: Ann Arbor State Bank

6) **Comments:** \_\_\_\_\_

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:

Signature of Authorized Company Representative:

PEA, Inc.

2430 Rochester Ct

Troy, MI 48083

Phone number:

(248) 689-9090

Representative's Name:

Jeffrey Smith

Date:

February 18, 2019 (print)

## **Legal Status of Bidder:**

**The Bidder shall fill out the appropriate form and strike out the other two:**

A **corporation** duly organized and doing business under the laws of the State of Michigan for whom Jeffrey Smith, bearing the office title of Director of Landscape Architecture, whose signature is affixed to this proposal, is duly authorized to execute contracts.

**A partnership**, all members of which, with addresses, are:

A large, bold black 'X' is centered on a white page. To the left and right of the 'X' are two sets of five horizontal lines each, spaced evenly down the page. The lines are thin and black, providing a guide for writing. The background is white with a subtle, light gray diagonal shadow or gradient.

**AN INDIVIDUAL, WHOSE SIGNATURE IS AFFIXED TO THE PROPOSAL:**

---

X

**CITY OF ROYAL OAK**  
**OAKLAND COUNTY, MICHIGAN**  
**NON-COLLUSION AFFIDAVIT**

TO WHOM IT MAY CONCERN:

Jeffrey Smith \_\_\_\_\_, being duly sworn deposed, says that he/she (Print Full Name)

is \_\_\_\_\_ Director of Landscape Architecture \_\_\_\_\_ The party making the foregoing proposal or bid, (State Official Capacity in Firm)

that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agree, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner directly or indirectly sought by agreement or collusion, or communication or conference, with any person to fix the bid price or affiant or any other bidder, or to fix any overhead, profit, or cost element of said bid price, or that of any other bidder, or to secure the advantage against the City of Royal Oak or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.



\_\_\_\_\_  
SIGNATURE OF PERSON SUBMITTING BID



NOTARY'S SIGNATURE

Subscribed and sworn to before me this 18<sup>th</sup> day of Feb, 20 19  
in and for MACOMB County.

My commission expires:

NOV 9, 2022

**DENISE L. KECK**  
Notary Public, Macomb County, MI  
My Commission Expires: 11/09/2022  
Acting in the County of OAKLAND

## **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
2. Have not, within the three-year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three-year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
  - a. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
  - b. For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
  - c. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, the general grant of this authority exists within the City's Charter, Chapter 12, Section 12.2-Contracts.

***[x] I can certify to the above statements.***

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PEA, Inc.

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Name of Agency/Company/Firm (Please Print)

Jeffrey Smith

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Name and title of authorized representative (Please Print)



February 18, 2019

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Signature of authorized representative

Date

***[ ] I am unable to certify to the above statements. Attached is my explanation.***

**VENDOR CERTIFICATION  
THAT IT IS NOT AN  
"IRAN LINKED BUSINESS"**

Pursuant to Michigan law, (the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an "IRAN LINKED BUSINESS", as defined by law.

<b>Vendor</b>	
Legal Name	PEA, Inc.
Street Address	2430 Rochester Ct, Suite 100
City	Troy
State, Zip	MI, 48083
Corporate I.D. Number/State	800113099
Taxpayer I.D. #	38-1813731

The undersigned, with: 1.)full knowledge of all of Vendors business activities, 2.)full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3.) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an "IRAN LINKED BUSINESS" as require by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the City of Royal Oak.

Signature of Vendor's Authorized Agent:



Printed Name of Vendor's Authorized Agent: Jeffrey Smith

Witness Signature:



Printed Name of Witness: Nicole Rihtarchik