



Minor State Capital Outlay Project 2013 Indefinite-Scope Indefinite-Delivery General Professional Design Services

(Architecture, Engineering, Landscape Architecture)

Proposal to:
**Department of Technology, Management and Budget
Facilities and Business Services Administration
Design and Construction Division
530 W. Allegan Street
Second Floor, Stevens T. Mason Building
Lansing, MI 48933**

Prepared by:
**DiClemente Siegel Design Inc.
28105 Greenfield Road
Southfield, Michigan 48076**



DiClemente Siegel Design Inc.
Engineering and Architecture

May 16, 2013



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Department of Technology, Management and Budget
Facilities and Business Services Administration
Design and Construction Division
530 W. Allegan Street
Second Floor, Steven T. Building
Lansing, MI 48933

ATTN: Ms. Irene Jackson Henry, RA, NCARB
Ms. Melissa Sambiagio

RE: Proposal for 2013 ISID General Professional Design Services
DSD Prospective Project No. 12-9413.16

Dear Ms. Henry and Ms. Sambiagio:

DiClemente Siegel Design Inc. (DSD) is pleased to submit our proposal to provide General Professional Design Services for 2013 ISID Minor State Capital Outlay Projects. DSD brings the following specialties to the State of Michigan in implementing your project:

- **Relevant Experience:** DSD has held numerous on-call A/E contracts over our 44 year history. Our current blanket contracts include: City of Southfield (since 2004), Oakland County (since 2008), Ford A/E Alliance Program R&E Center (since 1999), GM Tech Center and Proving Grounds (since 1990), and University of Michigan Hospitals (since 1995).
- **ISO Certification for Quality Control:** This certification is awarded only to firms who have a record and maintain a systematic approach to maintaining quality control.
- **In-House Expertise:** We have experienced leadership in the fields of architectural and engineering design services. In-house engineering includes mechanical, electrical and information technology.
- **Cohesive Team:** DSD has assembled a responsive, creative, and service-oriented team that has numerous years of past experience working together. Desai Nasr Consulting Engineers will provide structural engineering, Johnson & Anderson for civil engineering and surveying, NTH for roofing and environmental engineering, and Land Resource Planning & Design for landscape architecture.

We value our working relationship with the State of Michigan and believe our experience and knowledge makes us highly qualified to provide the required services for this project. We look forward to being of service to you on this project.

Respectfully,
DiCLEMENTE SIEGEL DESIGN INC.

A handwritten signature in black ink that reads 'Louis A. Trama'.

Louis A. Trama, PE, LEED AP
President and CEO

Part I – Technical

**I. Understanding of
Project and Tasks**



I. UNDERSTANDING OF PROJECTS AND TASKS

DSD understands the Indefinite-Service, Indefinite-Delivery (ISID) contract is for general professional design services for State of Michigan facilities maintenance, alteration, and construction projects, and is intended to provide the State of Michigan with a simple and streamlined qualifications-based selection process for obtaining professional architectural and engineering services for minor, emergency, and/or routine professional services. The term of the contract is three years.

We understand the intended projects from this contract may be located within developed or undeveloped areas across the State of Michigan, and projects may include building alterations, additions, various facility upgrades, and special maintenance projects.

For each project resulting from this contract, a DTMB Project Director will contact a firm holding the ISID contract for a specific proposal of services and fees for that project (based on the approved hourly rates included herein). Once approved and accepted by DTMB, the project will proceed.

DSD understands the services sought for these projects may include the following phases:

- Phase 100 - Study
- Phase 200 - Program Analysis
- Phase 300 - Schematic Design
- Phase 400 - Design Development
- Phase 500 - Construction Documentation
- Phase 600 - Construction Administration - Office Services
- Phase 700 - Construction Administration - Field Services

DSD Experience

DSD holds a number of On-Call/Blanket Contracts similar to the State of Michigan's ISID contract. The projects for these blanket contracts are often routine renovation and/or maintenance related projects requiring quick response times. Our team takes pride in our ability to respond to multiple requests in a timely fashion while maintaining our high level of quality control standards.

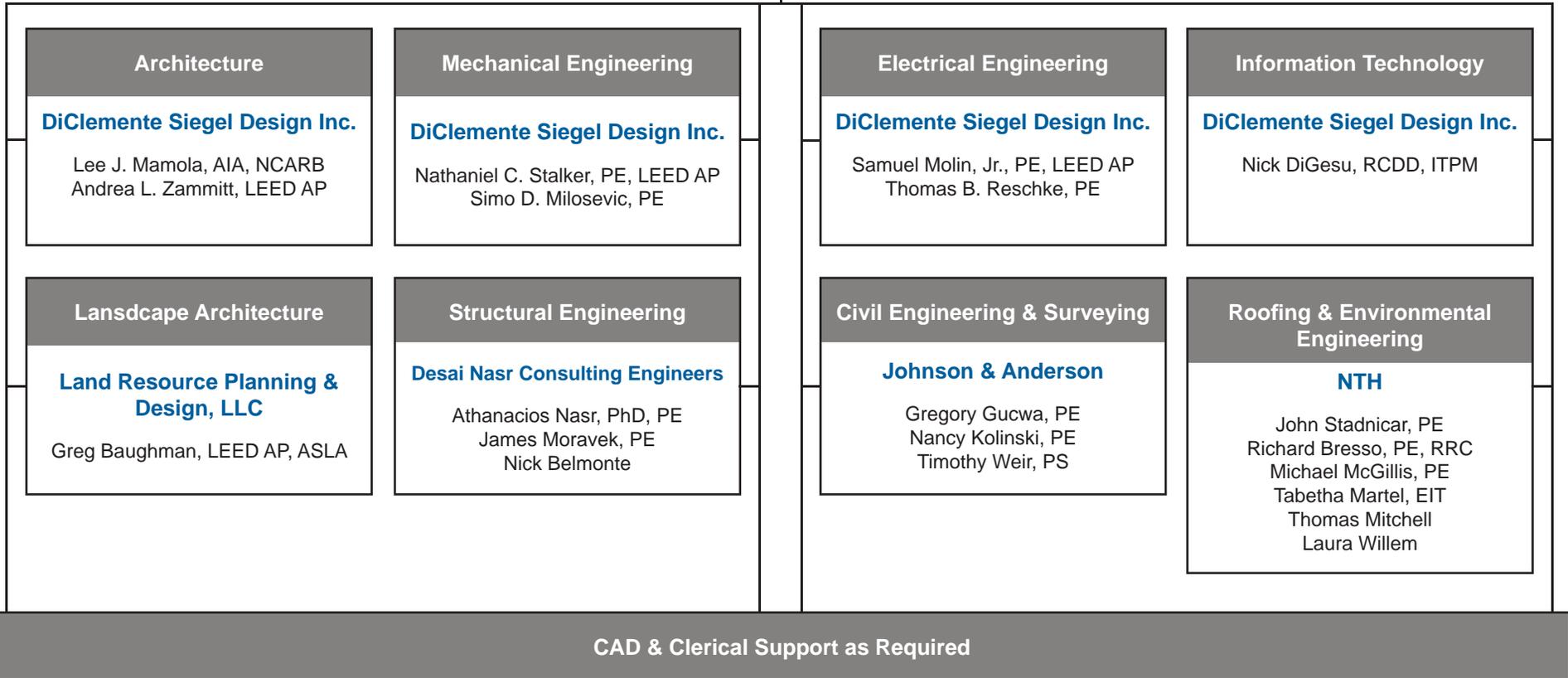
Our experience with governmental clients dates back to our inception in 1969 and has included federal, state, and local levels of government. We are familiar with the standards and processes of the DTMB and have implemented them on a number of projects. We have included project summaries of experience which we feel is relevant to DTMB in this section.

Team Organization Chart



Management
DiClemente Siegel Design Inc.
 Louis A. Trama, PE, LEED AP
Principal-in-Charge

Project Management
DiClemente Siegel Design Inc.
 Andrew T. Wieland, LEED AP
Project Manager



POSITION: Survey Manager

SPECIALIZATION: Surveying Engineering

QUALIFICATIONS: Bachelor of Science in Surveying Engineering
Ferris State University 1999

REGISTRATION: Professional Land Surveyor: Michigan License # 50457
Professional Land Surveyor: Ohio License # 8505

EXPERIENCE: 6 years with Johnson & Anderson, Inc.
9 years with various Surveying/Engineering Firms

AFFILIATIONS: Michigan Society of Professional Surveyors (MSPS)
National Society of Professional Surveyors (NSPS)
American Congress on Surveying & Mapping (ACSM)

PROJECT EXPERIENCE:

- Project Surveyor – Detroit Metro North Power House. Detailed mapping of existing utilities for relocation purposes to accommodate new underground fuel tanks.
- Project Surveyor – Boundary and Topographic Map for Proposed Bakers Field Park. Consisted of mapping 50 plus acres of land adjacent to the Black River. Mapped the floodplain contour, wetland flags and cross sectioned the Black River for boat launch calculations. Provide conversion from NGVD 1929 to IGLD 1985 for Army Corps of Engineering Review. Site located in Port Huron, Michigan. Provide construction staking and layout control.
- Project Surveyor – Ford Research and Engineering Facility. Mapped subterranean pedestrian tunnel for blind steam line connections. Project included layout of the rerouted steam lines and detailed mapping to accurate intercept specific points within the subterranean pedestrian tunnel.
- Project Surveyor – Land Division for Great Lakes Towers, L.L.C. located in the City of Monroe and owned by the Port of Monroe. Surveyed 38 acre industrial development and created railroad/utility easement exhibits. Coordinated control survey and easement exhibits with other consultants.
- Project Surveyor – ALTA/ACSM Land Title Survey for 1812 Battlefield. ALTA Survey Certified to the United States. Consisted of utilizing GPS and traditional surveying methods to locate improvements over the 40 plus acre Brownfield located in the City of Monroe, Michigan. Consulted with Port Attorney and Title Company to abandon certain easements no longer in service.
- Project Surveyor – West Bloomfield Water Main Extensions (DWRP). Coordinated the mapping of over 6 miles of R.O.W. for Water Main Extension. Scheduled and reviewed Inspection & As-built services. Provide As-Builts on State Plane Coordinate System for incorporation into Township GIS.

CONTINUING EDUCATION CREDITS:

Advanced Mapping Seminar -February 2012
Professional Liability Seminar – April 2011
Legal Education for the Professional Surveyor – June 2010
Geodetic Leveling and GPS Techniques Workshop – March 2009
CORS, OPUS and RTN Workshop – March 2009



III. MANAGEMENT SUMMARY, WORK PLAN, AND SCHEDULE

Management Summary

DSD will utilize a single project manager, Andrew Wieland, LEED AP as the primary interface between the design team and the State of Michigan personnel. The project manager will be involved closely with the project from the initial kick-off during design through to project close out. At the outset of the project the project manager will review the scope with Lou Trama, Principal in Charge, to understand what members of the core team included in this proposal have the necessary expertise, experience and availability to be assigned to the project. This is also the point when any necessary specialty expertise not in the core team's portfolio will be added. By understanding the scope and selecting the right team members from our deep bench at the outset of the project, we set the project on a solid foundation for success from the initial kick off. We have found this model to be consistently successful on the numerous blanket contracts that DSD has been involved in.

The project manager will track and coordinate the project team activities through the study, design and construction phases. The project manager will be responsible for documenting meetings and distributing correspondence during all phases of the project. During design, in-house progress meetings are held with the assigned team to monitor project status, schedule and budget. A list of open issues and responsible party is also maintained as part of the in-house meeting process. The project is monitored and quality checked by the Principal-in-Charge through all phases of work. Prior to being issued for bids, every project receives a final, comprehensive in-house check from a Senior Licensed Architect and/or Engineer independent of the project team to check for accuracy, completeness and interdisciplinary coordination.

Then the project reaches construction, the same project manager is used to conduct construction progress meetings, monitor construction status and coordinate the construction phase service requirements for the professional services contractor.

Work Plan

In an Indefinite Service Indefinite Delivery (ISID) type contract, there could be different types of projects with different phases required to meet the project requirements. As such we have provided a general overview of the tasks and services that will be included within each of these phases. When a specific project is received and the phases defined, DSD creates a work plan specific to that project that follows with the same general tasks and services.

Phase 100 – Study

The study phase of each project will be used to gather data and determine the exact requirements of the project. The Study phase will include the following tasks:

- Kick-off meeting(s) - Conduct a kick-off meeting with the State of Michigan personnel to verify DSD's complete understanding of the project scope, schedule, budget, etc.
- Information Gathering – Through meetings with the state agencies, information regarding the exact requirements of the building systems will be gathered.



- As-built documents - Review existing as-built documents, including drawings and existing equipment specifications and cut sheets (where available).
- Field survey – DSD will field survey the existing building and systems. With input from operating personnel, DSD will determine which existing pieces work now and which need to be designed in a different manner to support the new system.
- Report – Following the research of what is required for the program, a report will be prepared outlining the problems, conclusions, and recommendations. This report, including discussions and details, will be reviewed to discuss the findings and confirm the project is on track. Following receipt of review comments, the final report will be prepared and distributed.

Phase 200 – Program Analysis

During the Program Analysis phase, the functional needs of the agency will be refined into physical space requirements. This will be used to develop preliminary space layouts showing locations of each function in relation to the existing building and other functions. This phase will include the following tasks:

- Program analysis – Based on information gathered in the study phase, each space's functional requirements and equipment footprints are summarized and translated into physical space requirements. Relationships of each of the spaces/equipment to other spaces/equipment will be established and coordinated.
- Project Development – Once the space requirements are established, this will be used to determine how well the new program fits into the existing facility and the extent of the modifications/additions required.
- Cost Estimate – A preliminary construction cost estimate will be prepared. This will be used to make decisions regarding the overall scope of the project.
- Analysis Report – The information developed during the program analysis phase will be summarized in a final report. This report will be reviewed and upon receipt of all comments, the final, approved program analysis will be presented in both hard copy and in an oral presentation to the state agency/department.

Phase 300 – Schematic Design

During the Schematic design phase, DSD will develop preliminary construction documents based on the approved scope of work from the study and program phases. This phase will include the following tasks:

- Coordination – During all phases of the project, the project manager will provide the required coordination between the State of Michigan and the design team and promote interdisciplinary coordination between members of the design team. This includes distribution of correspondence, progress meeting minutes, and schedule and budget information.
- Field investigation – Floor plans, utilities, site conditions, etc. will be field verified. Existing structural, mechanical, electrical and plumbing systems will be surveyed for system adequacy and equipment life.



- Code review – During schematic design, code impacts of the proposed work will be reviewed. Areas of work where significant cost will be incurred because of new or revised code requirements will be identified and planned for early. Plan review and permitting requirements will be presented to and reviewed with the State of Michigan DTMB.
- Schematic Design Documents – A schematic design narrative will be provided; describing proposed architectural, structural, mechanical and electrical systems. Preliminary drawings will be developed to show schematic level architectural designs and locations of major mechanical and electrical equipment.
- Budget – A cost estimate will be prepared to establish a complete project budget, including design, DTMB and construction cost. If necessary, adjustments to the project scope will be made to bring the project back to within the desired overall project budget.
- Schedule – A preliminary design and construction schedule will be prepared based on the included schedule in this proposal.
- Schematic Design Review – The preliminary design information will be submitted for review, discussion and approval. Upon incorporation of all comments and final approval, the schematic design will be presented to the project team.

Phase 400 – Preliminary Design

During the preliminary design phase, DSD will develop preliminary construction documents based on the approved scope of work from the schematic phase. This phase will include the following tasks:

- Coordination – During all phases of the project, the project manager will provide the required coordination between the State of Michigan and the design team as well as ensure interdisciplinary coordination between members of the design team. This includes distribution of correspondence, progress meeting minutes, and schedule and budget information.
- Field investigation – The accuracy of floor plans, equipment sizes, equipment locations, etc. will be field verified. Existing control component locations and sizes will also be verified.
- Code review – During preliminary design, code impacts of the proposed work will be reviewed. If any proposed work will require significant additional work due to code requirements (i.e. adding a duct smoke detector for AHU shutdown may impact an existing fire alarm system), this condition will be identified and, with input from the State of Michigan, addressed during preliminary design.
- Design – Preliminary designs will be completed for equipment sizing and selection.
- Drawings – Preliminary Architectural, Structural, Mechanical and Electrical drawings will be developed.
- Specifications – Design narratives will be developed for architectural, structural, mechanical and electrical work.
- Budget – The construction cost estimate will be reviewed and updated to verify that the project is within the allotted construction budget. If necessary, adjustments to



the project scope will be made to bring the project back to within the construction budget.

- Schedule – A preliminary construction schedule will be prepared based on the included schedule in this proposal.
- Preliminary Design Review – At several intervals, 50% and 90% or as requested by the State of Michigan, the preliminary design information will be submitted for review and approval. Proposed equipment data, specifications, budget, schedule, calculations (where applicable) and code impacts will be submitted for review, discussion and approval.

Phase 500 – Final Design

Following approval of the preliminary design, DSD will continue with the final design phase of the project. The final design will include updating drawings and specifications with details for bidding and construction. This phase will conclude with receiving bids and making a recommendation for contract award. The specific tasks will include the following:

- Coordination – The project manager will continue to provide the required coordination between the State of Michigan and the design team as well as ensure interdisciplinary coordination between members of the design team.
- Specifications – Final specifications will be developed for the project. Front end specifications, based on the State of Michigan standard front end document, will be finalized, including bidding and contract requirements, bidding and construction schedules, general and supplementary conditions, etc.
- Drawings – Architectural, Structural, Mechanical and Electrical drawings will be fully detailed as required to receive bids for the full project.
- Codes – The final construction documents will comply with the relevant codes, including Building, Mechanical, Electrical, Plumbing, applicable NFPA sections and Energy codes. At the completion of final design, DSD will submit the plans for Base Review.
- Hazardous Materials – During final design, we'll assist the State of Michigan by identifying the areas of construction that could contain hazardous materials and would require abatement.
- Budget – The construction budget will be considered throughout the final design process. The budget will be refined as the details of the construction documents are finalized. If the scope of the project is revised, the impact of any changes will be evaluated against the budget.
- Schedule – With input from the State of Michigan personnel, the construction schedule will be finalized and incorporated into the bidding documents. All critical schedule impacts will be noted in the schedule.
- Final Design Review and Checking– At several intervals, 50% and 90%, or as requested by the State of Michigan, the final design documentation will be submitted for review and approval by the State of Michigan. Any review comments will be incorporated into the final bid and construction documents. Our final documents will also undergo



a thorough in-house check for completeness, accuracy and interdisciplinary coordination.

- Bidding and Contract Award – DSD will assist the State of Michigan in receiving bids for the construction portion of the project. DSD will distribute the bid documents and manage bid security (if applicable), conduct the pre-bid meeting, answer any pre-bid questions and issue addendum(s) as required, review and evaluate the bids and make a contract award recommendation to the State of Michigan.

Phase 600 – Construction Phase Services – Office Services

During construction, DSD will perform shop drawing review, issue construction progress meeting minutes and field surveys, monitor the contractor's performance and construction progress and review and process payment request. The specific tasks for this phase include:

- Shop drawings – DSD will review shop drawings for compliance with the contract documents. Only specified products and manufacturers will be approved. Any request for substitution will be carefully reviewed by DSD and if approved by the State of Michigan, will be allowed only after a bulletin for the substitution is approved.
- Construction progress and contractor payments – DSD will monitor contractor progress and performance throughout the construction contract. DSD will issue meeting minutes for construction progress meetings and review and approve contractor payment request. While monitoring the construction progress and performance, the contractor will be notified of any construction deficiencies or schedule problems. Items of concern will be closely tracked and monitored until corrected.
- Contract Changes – If any contract modifications are required for the completion of the project, bulletins will be issued, following approval from the State of Michigan, for these changes.
- Punch List – At the completion of construction, DSD will prepare and distribute a punch list, noting any construction deficiencies.
- Project Closeout – DSD will provide the contractor with a list of required contract closeout documents and submittals. DSD will receive the closeout documents and distribute to the appropriate State of Michigan or facility staff. DSD will revise the AutoCAD drawings to revise any changes noted on the contractor's as-built documents.

Phase 700 – Contract Phase Services – Field Services

DSD will conduct construction progress meetings to monitor the contractor's progress and schedule, address any issues that surface during construction, review the quality of the work and hear any safety or operational concerns noted by the facility during construction.

Specific task for this phase include:

- Pre-construction meeting – DSD will participate in the initial pre-construction meeting; record meeting minutes and distribute to all parties involved.
- Construction progress meetings – DSD will conduct regular progress meetings during construction (typically bi-weekly). These meetings will track submittals, construction



progress and all open issues. DSD will document all meetings. We have a meeting minute format that has been on other state projects (most recently the Caro Center Heating Decentralization project) and has been proven to be successful in tracking all issues and holding all parties accountable for actions.

- On site construction review – DSD will visit the construction site and perform on-site review of the construction status and quality of work. DSD will also conduct and document any required on site problem solving meetings for issues that may arise during construction.
- Final inspection – At the completion of construction, DSD will perform a final on-site inspection and project walk thru to generate the contractors punch list.

Schedule

DSD prides itself on the ability to respond quickly to many different requirements from numerous clients. The work plan is the basis for planning and project management. Schedule compliance is achieved through an organized process, responsiveness to issues, continuous tracking of progress and anticipation of potential problems. We meet schedules based on accurate projection of the requirements of the project through a highly productive and dedicated staff.

Part I – Technical
IV. Questionnaire



Questionnaire for Professional Services
Department of Technology, Management and Budget
2013 Indefinite-Scope Indefinite-Delivery – Request for Qualifications
Architecture, Engineering, and Landscape Architecture Services
Various Locations, Michigan

INSTRUCTIONS: Firms shall complete the following information in the form provided. A separate sheet may be used if additional space is needed; please key the continuation paragraphs to the questionnaire. Answer questions completely and concisely to streamline the review process.

ARTICLE 1: BUSINESS ORGANIZATION

- 1. Full Name: DiClemente Siegel Design Inc.
Address: 28105 Greenfield Road, Southfield, MI 48076
Telephone and Fax: 248-569-1430; 248-569-0096
Website: www.dsdonline.com E-Mail: mktg@dsdonline.com
Professional(s) federal I.D. number(s): 38-1900034

If applicable, state the branch office(s), partnering organization or other subordinate element(s) that will perform, or assist in performing, the work: DSD Burton, MI Branch Office (MEP); Johnson & Anderson, Inc. (Civil Engineering & Surveying); Desai Nasr Consulting Engineering, Inc. (Structural); NTH, Ltd. (Roofing & Environmental Engineering); Land Resource Planning & Design, LLC (Landscape Architecture).

- 2. Check the appropriate status:

Individual firm Association Partnership Corporation, or Combination – Explain:

If you operate as a corporation, include the state in which you are incorporated and the date of incorporation: Michigan - 1969

Include a brief history of the Professional’s firm: DiClemente Siegel Design was formed in 1969 as a result of the merger of two local engineering firms led by Gino DiClemente and Ed Siegel. The firm’s main clients from the start were Ford Motor Company and General Motors. While we continue to serve these automotive clients today, we are proud to have added clients across diverse market segments, including governmental. In 1983, DSD opened a branch office in Burton, Michigan which continues to serve our clients in the Flint area. DSD has been providing architectural services since 1996 when Gunnar Birkerts Associates merged with DSD. Our design philosophy demonstrates a consistent commitment to innovation in response to program, budget, schedule, sustainability and energy conservation. DSD is dedicated to serving clients with professionalism, skill, creativity, and integrity while maintaining sensitivity to client requirements. We are driven by the desire to exceed client expectations and attain long-term client relationships.

Provide an organization chart depicting all personnel and their roles/responsibilities.

Provide an organization chart depicting key personnel and their roles for a typical assigned project. Include generic supporting staff positions.

ARTICLE 2: PROJECT TYPES AND SERVICES OFFERED

Identify the project types and professional services for which your firm is exceptionally qualified and experienced. Provide attachments illustrating a minimum of three examples, with references, of successful projects performed in the last five years for each item checked. Identification of specialties will not exclude selected firms from project types, but will assist the DCD Project Directors in matching firms with projects.

- ADA facility assessment and remodeling
- Boilers and steam systems
- Bridges – pedestrian and vehicular
- Building and structure additions
- Building envelope investigation, repair, upgrade
- Correctional facilities
- Door and window replacement
- Fire and security alarm systems
- Fish passage structures
- General architectural and/or engineering design
- HVAC equipment replacement, upgrade, selection
- HVAC controls replacement, upgrade, selection
- Interior remodeling and renovation
- Laboratory facilities
- Landscape architecture
- Land Planning
- Locks and dams
- Maintenance and facility preservation
- Marine work - boat launch facilities, docks, harbors
- Parking and paving
- Roof repair, restoration and/or replacement design
- Site surveying
- Stormwater management and drainage plans
- Structural investigation and assessment
- Toilet and/or shower room remodeling or design
- Trail design and development
- Wastewater systems
- Water supply systems
- Water diking systems, water control structures

ARTICLE 3: PROJECT LOCATION

Identify the regions where your firm can most efficiently provide services. Assignments may vary from the regions checked, depending on the specialties and services required.

- Western Upper Peninsula (west of Marquette)
- Eastern Upper Peninsula (east of Marquette)
- Northern Lower Peninsula (north of Grayling)
- Saginaw Bay area (east of 127, north of I-69 and M 57, south of Grayling)

Team Organization Chart



Management

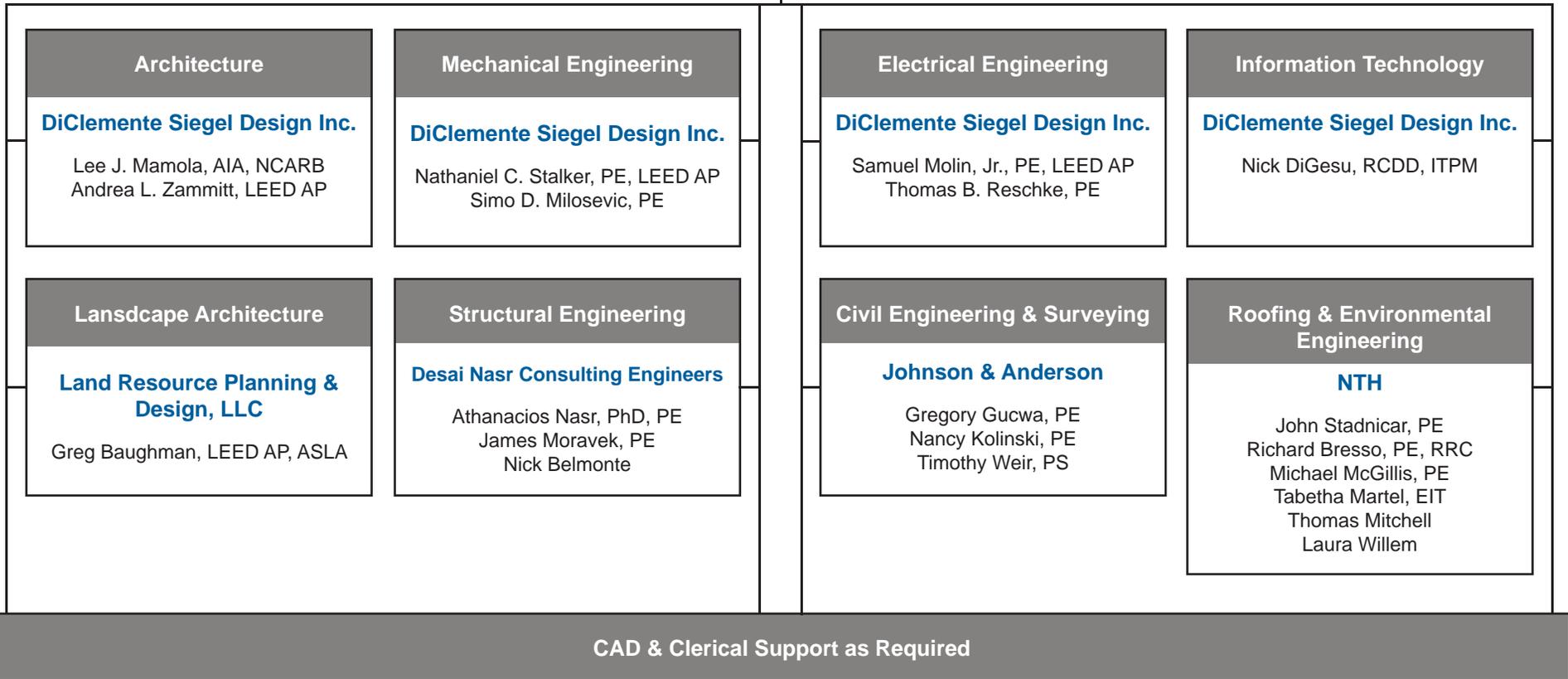
DiClemente Siegel Design Inc.

Louis A. Trama, PE, LEED AP
Principal-in-Charge

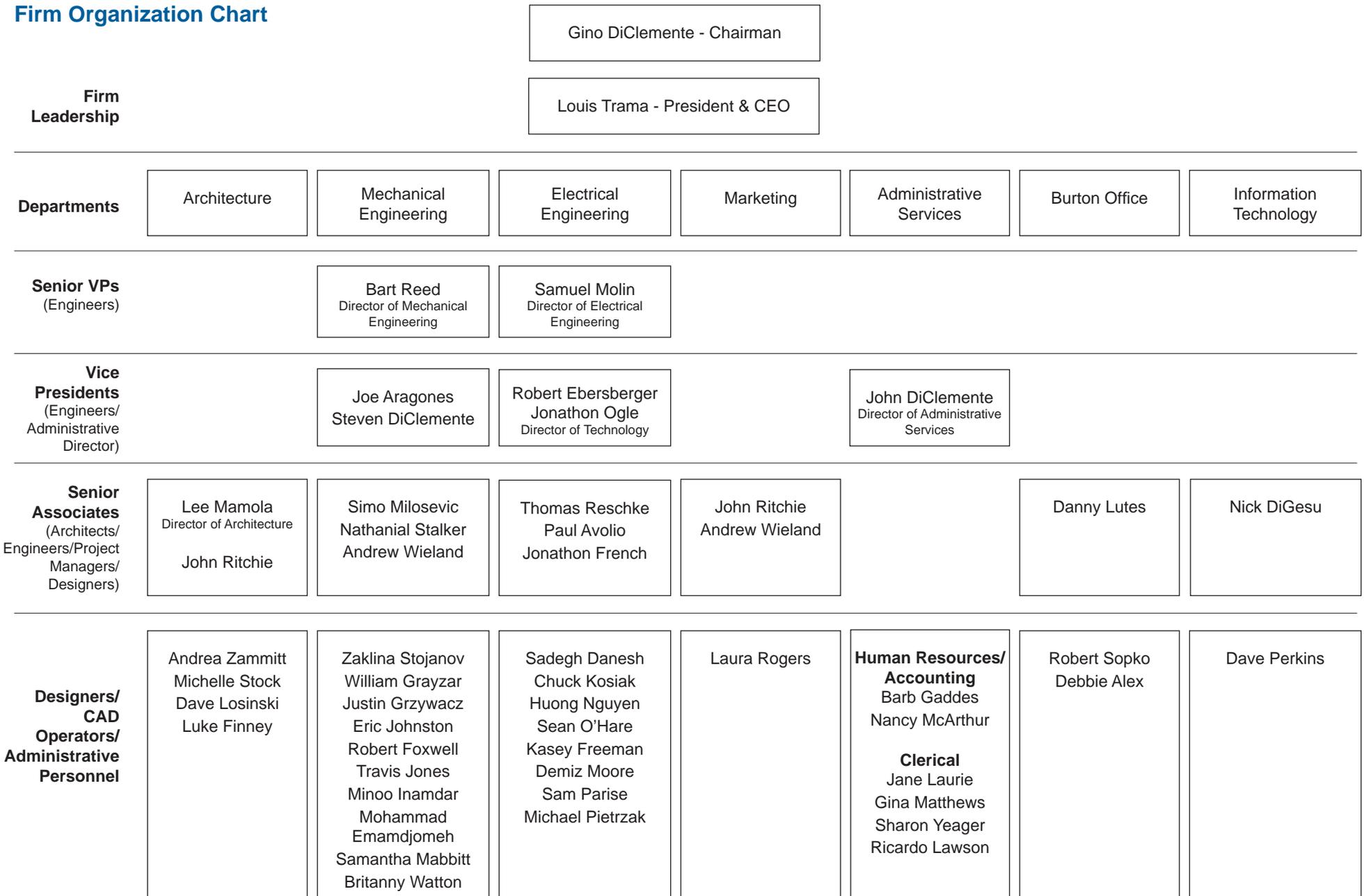
Project Management

DiClemente Siegel Design Inc.

Andrew T. Wieland, LEED AP
Project Manager



Firm Organization Chart



ADA Facility Assessment & Remodeling

City of Southfield Simmons House Renovation (2010) Mark Brandt – 248.796.4839

The Simmons home currently houses the City of Southfield Human Services Department. The previous use of the Simmons House was residential, so the purpose of the project was to bring the building up to commercial codes to reflect the new classification, while maintaining the historical integrity. This involved electrical ground feed to the building, barrier-free accessibility, and additional revisions throughout. In addition, DSD completed a renovation project for the Simmons House in 2009. The renovation included architectural and structural revisions to the building, as well as minor M & E upgrades.



Detroit Recreation Department Crowell Rec Center Renovation (2011) Scott Brinkmann – 313.224.1109

The DRD Howard Hardy Crowell Recreation Center is a 26,760 square foot single story structure constructed in 1974. DSD was commissioned to investigate and prepare an analysis report of the existing conditions of various aspects of the building. This included the review of conditions for deferred maintenance, barrier free access, operational condition, code compliance, and safety. In addition, DSD was asked to develop recommendations and suggestions for improvements and prioritize these improvements based on necessity. Following this phase of the project, a renovation design was completed, including barrier free compliance. Interior doors, many of which were inoperable, were replaced to meet barrier free and security requirements.



Wayne State University Manoogian Hall Upgrades (2008) Jim Sears – 313.577.4301

Located on the Wayne State University campus, Manoogian Hall underwent an extended period of renovations that will add years of useful life to the nearly 30-year-old classroom facility. DiClemente Siegel Design (DSD) was commissioned to assess the building systems, master plan the upgrades and perform design services for the entire process. The renovations to this general classroom building with multiple large lecture halls were planned so that the facility could remain open throughout the renovation, while select areas were closed off for 8-10 weeks for demolition and completion of new work. Manoogian Hall renovations involve replacements and upgrades to the following infrastructure systems: architectural building envelope, mechanical systems, electrical and communications systems, elevators, fire protection and life safety, and Michigan Barrier Free compliance.



Boilers & Steam Systems

Wayne County Airport Authority North Powerhouse Upgrades (2012) John Philbrook – 734.247.7146

The WCAA commissioned DSD to provide a full range of planning, engineering, construction phase services, and services related to the refurbishment/replacement of steam plant equipment at Detroit Metropolitan Wayne County Airport. The boilers in the North Powerhouse Building 611 were beyond their useful life, oversized for existing and projected loads, unreliable, and inefficient. These boilers are being replaced with 4 fire tube steam boilers, each rated to deliver 16,726 lb/hr of steam at 125 psi. In order to provide continuous steam supply to meet the heating demand, this project is being implemented in 3 phases.



State of Michigan Caro Center Heating Decentralization (2011) Dave Sproul – 517.373.8322

The site wide heating system at the Caro Center, a State of Michigan Department of Community Health Hospital, had deteriorated over the years and was in need of major upgrades and replacements. The State of Michigan commissioned DSD to provide study and design work for this project. The project included the decentralization of the central steam system. The entire campus was previously heated by a steam system supplied from the Central Power Plant, which is located on the very north end of the campus. The existing underground piping system routing to the south end of the campus was past its useful life and required constant costly and disruptive emergency repairs. After consideration and pricing several alternatives in a study phase, DSD moved forward with design of a new boiler plant dedicated to the south portion of the campus. The boilers were located in an existing storage building converted into a boiler room. Underground conduit piping was routed over a mile of underground piping in a loop configuration to serve 8 cottage buildings housing patients on the south campus. The piping had take offs to the building and changes in elevation in 5 steam vaults located across the campus. The project was completed and boilers and new underground piping was brought on line in the Fall of 2010.



Wayne State University Boiler Plant Implementation (2008) Jim Sears – 313.577.4301

On April 20, 2005, Wayne State University (WSU) Board of Governors approved a plan to issue \$46.2- million in bonds to pay for the design, permitting, and construction of multiple boiler plants to self-generate steam for the Detroit campus. The university commissioned DSD to provide professional services for this project. To implement the project, DSD designed a mix of individual and cluster steam plants to serve 51 campus buildings. The cluster steam plants serve three to five buildings each and consist of a boiler plant in similar configuration as the individual boiler plants. A grand total of 30 individual and cluster steam plants with 70 boilers were included in the project.



Building & Structure Additions

Johnson Controls Meadowbrook Li-Ion Battery Plant (2011) **Ken Layman – 517.769.2102**

Johnson Controls, Inc. (JCI) was pursuing the lithium-ion battery manufacturing market that did not yet exist in the United States. By converting an existing Johnson Controls warehouse facility, JCI had the Holland, Michigan plant in operation before the end of 2010 assembling packs, with cell production following early in 2011. When operating to full capacity, the plant is projected to produce 15 million lithium-ion cells annually to power the company's global customers. This building was awarded a LEED Gold Certification through the U.S. Green Building Council's LEED rating system. Additions to the existing building include the formation process addition (30,000 SF) and a chiller/electrical addition (12,800 SF).



Armenian General Benevolent Union Manoogian School Addition (2010) **Hosep Torossian – 248.569.2988**

The Armenian General Benevolent Union (A.G.B.U.) Manoogian School was established in 1969 by Alex and Marie Manoogian. DSD was contracted to build a high school addition north of the existing permanent school. This required moving the existing modular classroom facility to allow for the addition. This addition required site preparation to the east of the existing school media center in order to move the existing modular classroom facility to allow for the addition. Site preparation activities for moving the building include providing new foundations, sanitary, water, communication, alarm and electrical utilities and the extension and relocation of existing walkways.

The 2-story addition includes an Auditorium/Multipurpose Room, Lobby, Computer Lab, 8 Classrooms, 2 Science Labs, Offices, Activities Room, and a Tutoring Room.



Wayne State University Boiler Plant Implementation (2008) **Jim Sears – 313.577.4301**

In 2005, DSD completed an evaluation of all WSU campus buildings to determine the feasibility of self-generating steam on campus. The study was WSU's response to the sharp rise in the cost of purchasing steam from the local utility company. The study concluded that the best economic recourse for WSU in the long run, was to convert existing buildings to self-generating boiler plant facilities. To implement the project, DSD designed a mix of individual and cluster steam plants to serve 51 campus buildings. A grand total of 30 individual and cluster steam plants with 70 boilers were included in the project. Many of these steam plants required building additions to house the boilers and associated equipment. These additions were designed to fit in with the existing campus fabric and not to stand out as newer sections of the buildings.



Building Envelope Investigation, Repair, Upgrade

Wayne State University Manoogian Hall Renovation (2008) James Sears – 313.577.4301

Located on the Wayne State University campus, Manoogian Hall underwent an extended period of building and HVAC renovations that will add years of useful life to the nearly 30-year-old classroom facility. DSD was commissioned to assess the building systems, master plan the upgrades and perform design services for the entire process. The renovations to this general classroom building with multiple large lecture halls were planned so that the facility could remain open throughout the renovation, while select areas were closed off for 8-10 weeks for demolition and completion of new work. Building envelope work includes window and windowsill replacement, soffit repair, support steel rust removal, and repair of exterior masonry wall cracks.



Johnson Controls Meadowbrook Li-Ion Battery Plant (2011) Kenneth Layman – 517.769.2102

Johnson Controls, Inc. (JCI) was pursuing the lithium-ion battery manufacturing market that did not yet exist in the United States. By converting an existing Johnson Controls warehouse facility, JCI had the Holland, Michigan plant in operation before the end of 2010 assembling packs, with cell production following early in 2011. When operating to full capacity, the plant is projected to produce 15 million lithium-ion cells annually to power the company's global customers. The existing warehouse required envelope investigation and repairs in many circumstances. The existing glazing was replaced with more efficient glazing/sash, insulation was added to the exterior walls, as well as the addition of insulation to the truck dock enclosures created a better building envelope.



Detroit Recreation Department Northwest Activities Center (2007) Scott Brinkmann – 313.224.1109

The Detroit Recreation Department (DRD) operates 30 athletic facilities located in neighborhoods throughout metro Detroit. The recreation centers vary in age, with the oldest having been built in the early 1900s. As part of a city-wide renewal, DRD is expanding its recreation programs by closing some centers and refurbishing others. As a part of the renewal, DRD has relocated their Administrative Offices (approximately 20,000 square feet) to the Northwest Activities Center. The 150,000 SF building built in 1956, was in a state of disrepair. DSD was commissioned to renovate the entire facility, including the building envelope which required a number of repairs throughout.



Correctional Facilities

Monroe County Jail Boiler Replacement (2010) Michael Bosanac – 734.240.7267

As part of the American Recovery and Reinvestment Act (ARRA), the County of Monroe received an allocation to fund several energy updates in the county as well as funding some additional energy audits. One of the first proposed projects to be funded under this program was the replacement of 1 of the 2 existing Bryan Flextube Hot Water Heating Boilers in the Sheriff's Building/Jail with 2 high efficiency condensing type boilers. These new boilers are vented independently horizontally across the mechanical room and exiting on the side wall of the building. The length of the existing breeching exceeds the length of the existing flue piping for high efficiency condensing boilers.



Township of West Bloomfield Police Department HVAC Upgrade (2012) Terry Broemer – 248.681.7800

The Township of West Bloomfield Police Department Headquarters, which houses offices, dispatch, holding cells, vehicle maintenance, property/evidence storage and a gun range had mechanical equipment which had exceeded its useful life. DSD reviewed the existing mechanical equipment and provided an assessment and estimate for the required work scope which the Police Department then used to secure funding for the project. The scope of the project included: demolition and removal of the existing boiler; installation of a new high-efficiency hot water boiler with recirculation pumps, expansion tank air separator and associated insulated piping; demolition and removal of the existing roof top air conditioning unit serving the original police station building; installation of a new 60-ton roof top air conditioning unit (RTU-1) with variable frequency drives on supply and return fans; new DDC controls for the new RTU-1 unit, boiler, all existing VAV boxes, existing three (3) package HVAC units serving the addition to the police station and two (2) Liebert Computer Room units; replacement of pneumatic damper operator with electric on garage HV unit; and architectural and electrical adjustments necessary to allow above mechanical work to be completed.



City of Southfield Police Department Security Renovations (2013) Fred Zorn – 248.796.5110

DSD is currently assembling construction documents for modifications to The City of Southfield Police Building Lobby and adjacent offices with the goal of improving security and providing a more secure environment that shields the officers and employees from harm. This renovation includes modifications to provide new level three ballistic materials as well as modifications to HVAC systems and lighting within the area of work. Some of the items to be addressed include: replacement of doors with solid ballistic doors; replacement of glass sidelites at doors with bullet resistant glazing; replacement of half height glass and front counter with full height bullet resistant transaction counter glazing, new solid surface countertops, barrier-free transaction counter and drawer and shelf above glazing for 10 smaller monitors; replacement of glass wall at escalator with gypsum wall covered in ballistic wall protection and built-in standing height counter with privacy dividers and electrical/data connections for future computer stations; and replacement of display case and door with new barrier-free bullet resistant cashier's style transaction counter with millwork below on secure side.



Door and Window Replacement

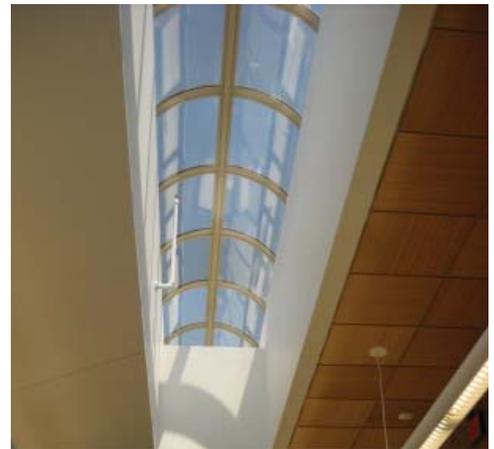
Detroit Recreation Department Crowell Rec Center Renovation (2011) **Scott Brinkmann – 313.224.1109**

DSD was commissioned to investigate and prepare an analysis report of the existing conditions of various aspects of the building. In addition, DSD was asked to develop recommendations and suggestions for improvements and prioritize these improvements based on necessity. Following this phase of the project, a renovation design was completed. Interior doors, many of which were inoperable, were replaced to meet barrier free and security requirements.



Wayne State University Manoogian Hall Renovation (2008) **James Sears – 313.577.4301**

Manoogian Hall renovations involve replacements and upgrades to the following infrastructure systems: architectural building envelope, mechanical systems, electrical and communications systems, elevators, fire protection and life safety, and Michigan Barrier Free compliance. Building envelope work included window and window sill replacement, soffit repair, support steel rust removal, and repair of exterior masonry wall cracks. Upgrades also included the overall aesthetics from the existing sterile finishes and overall feel, to a more colorful and vibrant aesthetic that enhances the overall learning environment and aids in recruitment and retention goals.



Johnson Controls Meadowbrook Lithium-Ion Battery Plant (2011) **Kenneth Layman – 517.769.2102**

Johnson Controls, Inc. (JCI) was pursuing the lithium-ion battery manufacturing market that did not yet exist in the United States. By converting an existing Johnson Controls warehouse facility, JCI had the Holland, Michigan plant in operation before the end of 2010 assembling packs, with cell production following early in 2011. When operating to full capacity, the plant is projected to produce 15 million lithium-ion cells annually to power the company's global customers. This building was awarded a LEED Gold Certification through the U.S. Green Building Council's LEED rating system. Some of the sustainable features designed into the facility include the replacement of existing glazing with more efficient glazing/sash and the addition of a skylight to add daylighting to the lobby.



Fire & Security Alarm Systems

Veteran's Affairs Hospital Upgrades, Ann Arbor (2012) Rod Ipakchian – 734.845.5125

The VA Medical Center in Ann Arbor required upgrades to the Information Technology Infrastructure for an estimated construction budget of \$14.9 Million. The project team produced a schematic level submission with possible alternatives leading to the primary objective of the project being the upgrade of the I.T. Infrastructure. The project included all aspects of the design from structural, architectural, mechanical, electrical, fire protection, interior design, and all other aspects of the design to result in a complete and usable facility. The team placed special emphasis on LEED and Green facility design. Included in Master Plan B of this project was the design of the fire and security alarm systems and their integrations.



Detroit Recreation Department Northwest Activities Center (2007) Scott Brinkmann – 313.224.1109

DSD designed a fully integrated card access/ security system and a separate video surveillance system for use in a newly renovated 150,000-SF facility. Proximity readers were used for access control in lieu of insertion type readers. The system included door monitoring for intrusion detection, security remote door release, and door magnetic locks for security and door monitoring purposes. Hardware and software for creation of proximity badges were integrated into the security control package.



Wayne State University Manoogian Hall Renovation (2008) James Sears – 313.577.4301

This project was part of an extended multi-phase project DSD was completing with WSU to replace building systems that have failed, upgrade systems as needed to function properly, and add additional life safety measures to meet current codes, revitalize the furnishings, and technology to accommodate the University's instructional requirements for the next 30 years in this building. DSD initially completed a complete infrastructure assessment of this 5-story, 157,000 SF brick structure in 1999. The resulting report provided a road map for phased upgrades. The 1st phase involved replacement of building chillers and the fire pump. Phase II involved replacement of all building air handlers. With the major mechanical equipment upgraded, the phasing then moved to renovation of the first floor in Phase III. The project included the following in relation to fire and security alarm systems: fire alarm system backbone for the entire building, with new devices integrated into the 1st floor renovation, new fire suppression system, new voice/data communication cabling and provisions for new instruction technology within all classrooms.



General Architecture and/or Engineering Design

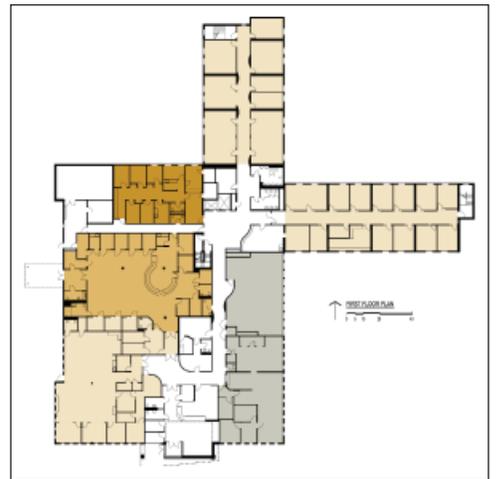
Detroit Public Schools Henry Ford High School (2011) **Michelangelo Cereghino – 313.340.1688**

Henry Ford High School received a \$17 M overhaul, including a complete interior makeover to create classrooms suited for 21st century learning in the existing building, as well as an expansion of the existing student dining area and the addition of two sustainable technology labs. The electrical, mechanical and plumbing systems were upgraded and improvements to the technology systems were implemented. An exterior courtyard was created to support green and renewable energy initiatives at the school. Security needs were also addressed through the renovation.



Oakland County Community Mental Health Authority Conversion of Medical Care Facility into Mental Health Facility (2013) **Paul Hunter – 313.858.0131**

Oakland County Community Mental Health Authority (OCCMHA) commissioned DSD to renovate the existing 48,000 square foot Medical Care Facility located in Pontiac, Michigan to provide an all services under one roof mental health facility for their patients. DSD met with the Medical Care Facility's future users, the directors of the OCCMHA, and Oakland County's staff to develop the new program and related floor plan for the facility. The result is a \$14 million dollar renovation that will provide mental health care in a facility that has all the necessary amenities under one roof. DSD focused on patient comfort and staff efficiency for all design aspects of the project. Sustainable design was also a goal for the project. This includes new windows, wall insulation, energy efficient mechanical and electrical systems, and sustainable site design.



Armenian General Benevolent Union Manoogian School Addition (2010) **Hosep Torossian – 248.569.2988**

The Armenian General Benevolent Union (A.G.B.U.) Manoogian School was established in 1969 by Alex and Marie Manoogian. DSD was contracted to build a high school addition north of the existing permanent school. This required moving the existing modular classroom facility to allow for the addition. This addition required site preparation to the east of the existing school media center in order to move the existing modular classroom facility to allow for the addition. Site preparation activities for moving the building include providing new foundations, sanitary, water, communication, alarm and electrical utilities and the extension and relocation of existing walkways.

The 2-story addition includes an Auditorium/Multipurpose Room, Lobby, Computer Lab, 8 Classrooms, 2 Science Labs, Offices, Activities Room, and a Tutoring Room. The addition will provide the owner and user a number of sustainable features that will not only save the owner on operation costs, but reduce the carbon footprint of the building itself. DSD implemented sustainable design features into all disciplines; architectural, mechanical/plumbing, and electrical.



HVAC Equipment Replacement, Upgrade, Selection

Detroit Recreation Department Northwest Activities Center (2007) **Scott Brinkmann – 313.224.1109**

The Detroit Recreation Department (DRD) operates 30 athletic facilities located in neighborhoods throughout metro Detroit. The recreation centers vary in age, with the oldest having been built in the early 1900s. As part of a city-wide renewal, DRD is expanding its recreation programs by closing some centers and refurbishing others. As a part of the renewal, DRD has relocated their Administrative Offices (approximately 20,000 square feet) to the Northwest Activities Center. The 150,000 SF building built in 1956, was in a state of disrepair having had the majority of its mechanical and electrical equipment exceed its useful life. DSD was commissioned, in spring 2006, to design the building's complete renovations. This project included major renovations to the mechanical and electrical systems of the building.



West Bloomfield Township Town Hall Upgrades (2010) **Marshall Labadie – 248.451.4818**

West Bloomfield Township (WBT) was awarded a grant under the EECBG portion of the American Recovery and Reinvestment Act (ARRA). WBT allocated funding from this grant for various energy efficiency and weatherization measures at 7 township owned facilities. The following is a listing of the HVAC upgrades designed for the Town Hall Building: building evaluation and recommendation of energy reduction measures along with associated probable construction costs, replacement of a Bryan Flextube boiler, replacement of 4 A/C units, replacement of gas fired unit heater with radiant tube heaters, replacement of pneumatic controls with DDC controls, and the replacement of a Liebert unit in the Computer Room/Data Center with 2 units. The replacement was designed so that the Computer Room/Data Center remained in service throughout implementation.



Michigan State University Library Chiller Replacement (2012) **Jacob Sabins – 517.355.6493**

Michigan State University commissioned DSD to conduct a study and ultimately to replace the chillers and associated equipment in the main Library. To accommodate such a project, new wall openings into the chiller room for equipment entry were provided and restored after the equipment was installed. New roof structural steel was also necessary for the equipment entry and installation. The existing 500 kVa substation was replaced with a new 1500 kVa double-ended substation. The system was designed to allow for minimal down time of the building electrical power. A new sub-grade substation room was constructed to accommodate the new substation including area ways to allow for room ventilation.



HVAC Controls Replacement, Upgrade, Selection

Detroit Public Schools Henry Ford High School (2011) **Michelangelo Cereghino – 313.340.1688**

Henry Ford High School received a \$17 M overhaul, including a complete interior makeover to create classrooms suited for 21st century learning in the existing building, as well as an expansion of the existing student dining area and the addition of two sustainable technology labs. The electrical, mechanical and plumbing systems were upgraded and improvements to the technology systems were implemented. Included in the HVAC upgrades were DDC controls for each area of the school.



Wayne State University Manoogian Hall Renovation (2008) **James Sears – 313.577.4301**

Located on the Wayne State University campus, Manoogian Hall underwent an extended period of building and HVAC renovations that will add years of useful life to the nearly 30-year-old classroom facility. DSD was commissioned to assess the building systems, master plan the upgrades and perform design services for the entire process. Highlights of the mechanical and electrical upgrades include: ventilation system improvements through variable volume terminal boxes and fans with variable frequency drive, replacement of hot water reheat system and coils and pre-heat steam coils, two new 300-ton electric centrifugal chillers and new chilled water coils, steam piping replacement, lighting replacements and design of the data communications infrastructure. This also included distribution of air from new mechanical units through new ductwork to classrooms and offices with a VAV system controlled through occupancy sensors for energy optimization.



Oakland County Parks Energy Management System Upgrade (2012) **Robert Lissner, Jr. – 248.343.6218**

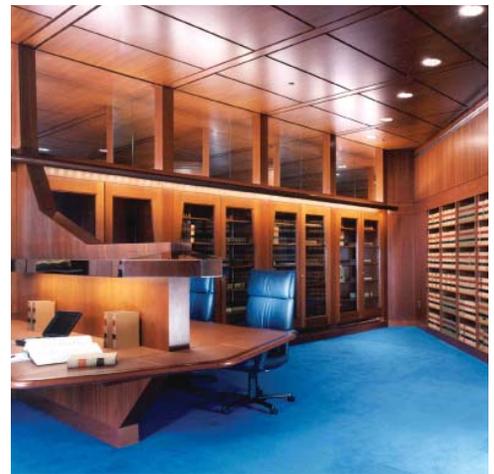
The Oakland County Parks are currently all controlled by a Honeywell XCEL Energy Management System (EMS) and are connected to the Pontiac central location through telephone lines. There are thirteen (13) sites (one (1) being added currently) that have these control systems. The points include thermostat loops, alarms, start-stop of equipment and status of equipment and spaces. It is proposed that the existing EMS be upgraded for web based access as the Base Project. In addition, OCP deployed Energy Management Procedures as of October 5, 2009 for the Parks and Recreation Department that state: "Facility Management will monitor energy usage in all buildings and facilities". To comply with this requirement, Oakland County Parks is proposing as an add alternate to the base project the remote monitoring of utility meters. The meters at each site will be either upgraded or replaced to accomplish this. DSD developed the concept and costs for implementation of the aforementioned EMS upgrade and there is funding allocated in this year's budget for implementation.



Interior Remodeling & Renovation

University of Michigan Law Library Jackier Rare Book Room (1996) Dave Stockson – 734.764.3414

The Jackier Rare Book Room at the University of Michigan is devoted to creating a visible monument representing the University of Michigan Law School's place in the history of American law. Monumentality and delicacy was the client's consideration for designing the setting for the rare book treasures. The ambience of the Rare Book Room, multidimensional in height, wrapped in custom-designed oak millwork and bathed in specially controlled incandescent ambient and task lighting, is climatically enhanced with filtered tempered air and humidity to preserve the collection. This overtly celebrates the book, what it represents and preserves the authenticity of the original work. The University of Michigan Law School's long institutional life and natural prominence has made this library, designed by DSD, a repository for rare and unique books. The student and researcher exhibit room conveys an atmosphere of quiet traditions. With oak paneled walls, shelving and furniture, all custom designed to convey the unique quality of the nationally recognized underground designed law library. The room is fully carpeted and with a high ceiling, it creates an acoustically dampened environment conducive to intensive research. Both the Rare Book Room and Collection Storage contain lighting with special UV filters to shield the rare books from the harmful effects of ultraviolet light.



Detroit Recreation Department Crowell Rec Center Renovation (2011) Scott Brinkmann – 313.224.1109

DSD was commissioned to investigate and prepare an analysis report of the Howard Hardy Crowell Recreation Center in Detroit. This included the review of conditions for deferred maintenance barrier free access, operational condition, code compliance, and safety. In addition, DSD was asked to develop recommendations and suggestions for improvements and prioritize these improvements base on necessity. Following this phase of the project, a full interior renovation design was completed. Renovations to the locker and toilet rooms included architectural changes. The ceiling and lighting systems throughout the facility were redesigned and replaced entirely. All spaces with the exception of the main gym were refinished with a new flooring and pain. Interior doors were replaced as well.



Detroit Public Schools Henry Ford High School (2011) Michelangelo Cereghino – 313.340.1688

Henry Ford High School received a \$17 M overhaul, including a complete interior makeover to create classrooms suited for 21st century learning in the existing building, as well as an expansion of the existing student dining area and the addition of two sustainable technology labs. The school, with about 1,500 students, was separated into a 9th Grade Leadership Academy, an Academy for Green and Renewable Energy and an Academy of Business and Technology. Each academy has its own floor or wing.



Laboratory Facilities

Ferris State Michigan College of Optometry (2011) Mike Hughes – 231.591.2924

The Ferris State Optometry program was located in a renovated dormitory intended only to be a temporary location – for more than 30 years. With the complexities of new technology and the changes in patient care delivery, a new facility became necessary. The new 3-story building has a Community Eye Center/Clinic, classrooms, a library, administrative & faculty offices, a clinical procedures lab, other labs, & a student lounge.



Genesys Regional Medical Center Pharmacy Clean Room (2007) Rod Jones – 810.606.5277

The Genesys Medical Center Pharmacy Preparation and Compounding Area was renovated to provide a Class 10,000 Clean Room space of approximately 800 square feet. The clean room requirement was a regulation modification that was being enforced for the preparation of open drugs and materials. The room temperature desired was in the 60 degrees F to 65 degrees F range with a relative humidity in the 30% range year-round. The HVAC system was comprised of an outdoor air-handling unit served by a packaged air-cooled process chiller. The system was also provided with humidification, electric reheat, and DDC controls with a special dehumidification cycle incorporated. Ventilation was provided from the existing building system. Renovation of the space was completed and the Pharmacy has been in compliance since.



University of Michigan Hospitals Centralized Instrument Processing Expansion (2011) Bob Harris – 734.763.9811

DSD was commissioned by UMH for the multi-phased renovation of 14,000-SF and the expansion of the Central Sterile Processing Department located on level 2B of University Hospital on the University of Michigan Health Systems Campus. The project included the relocation of the bulk of Instrument Processing from the Surgical Department on level 1. The unique MEP project approach to this multi-phased project has been the key to the successful completion of this project. In the preliminary design phase, the MEP team executed an in-depth evaluation of the existing building service capacities, followed by completing the final design phase without retrofitting the main systems. The project team then deconstructed the final phase in order to create the MEP drawings at each phase. Area pressurization maps were also provided at each phase, in order to monitor and maintain the necessary pressure relationships required by codes, and allowing the facility to be partially operated continuously during construction.



Maintenance & Facility Preservation

St. Hugo of the Hills Stone Chapel (2000) **Monsignor Anthony Tocco – 248.642.8331**

St. Hugo of the Hills Stone Chapel was designed in 1929 and built between 1931 and 1936. During the past 70 years, little upgrading and maintenance had occurred. The structural, waterproofing, mechanical and electrical systems were failing, resulting in architectural damage throughout. DSD was contract for a full renovation program requiring interior and exterior restoration as well as code conformance upgrades. The perimeter drives and parking were redesigned and re-built; the entire mechanical and electrical system, including utility company services were replaced; air conditioning was added; the nave floor, roof, ceiling, sacristies, and priests vesting areas were all redesigned and replaced; and the lower level crypt and chapel were restored.



Wayne State University Manoogian Hall Renovation (2008) **James Sears – 313.577.4301**

Located on the Wayne State University campus, Manoogian Hall underwent an extended period of building and HVAC renovations that will add years of useful life to the nearly 30-year-old classroom facility. DSD was commissioned to assess the building systems, master plan the upgrades and perform design services for the entire process. The renovations to this general classroom building with multiple large lecture halls were planned so that the facility could remain open throughout the renovation, while select areas were closed off for 8-10 weeks for demolition and completion of new work. The first phase of the project resulted in an assessment which culminated in a report identifying building systems that had failed and required correction, systems that needed improvements to function properly and/or satisfy current building codes, and mechanical, electrical and accompanying architectural modifications necessary to accommodate the University's instructional requirements for the next 30 years.



Detroit Recreation Department Northwest Activities Center (2007) **Scott Brinkmann – 313.224.1109**

The Detroit Recreation Department (DRD) operates 30 athletic facilities located in neighborhoods throughout metro Detroit. The recreation centers vary in age, with the oldest having been built in the early 1900s. As part of a city-wide renewal, DRD is expanding its recreation programs by closing some centers and refurbishing others. As a part of the renewal, DRD has relocated their Administrative Offices (approximately 20,000 square feet) to the Northwest Activities Center. The 150,000 SF building built in 1956, was in a state of disrepair having had the majority of its mechanical and electrical equipment exceed its useful life. DSD was commissioned, in spring 2006, to design the building's complete renovations including the replacement of the mechanical and electrical infrastructure to preserve the facility for many more years.



Roof Repair, Restoration, and/or Replacement Design

Greektown Casino Roof Replacement (2011) **Mr. Cleveland M. Simmons – 313.223.2964**

DSD provided architectural and engineering services for Greektown Casino in Detroit, Michigan to replace portions of the roofing and the waterproofing protection of the parapet walls in the northeast quadrant of the casino along Monroe Street. This portion of the roof, located over the historic Trapper's Alley structure in the Casino, is divided by a parapet wall into sections which the Owner completed in successive phases. The roof had multiple structural, HVAC equipment, and vent penetrations and DSD worked closely with the roofing manufacturer to get specific details finalized prior to the issuance of bid documents. Some structures and equipment were no longer functional and DSD identified with the Owner which could be removed. DSD design services also included review and confirmation of the roof drainage system design to confirm compliance with the 2006 Michigan Building Code. In addition, an alternate for removing the former elevator machine room and repairing the roof was integrated into the project.



Building Audit including Complete Roof Assessment (2011) **Mr. Kurt Van De Wiele – 313.833.7871**

The Detroit Institute of Arts was seeking a comprehensive building audit, including a complete review of interior and exterior building systems including: roof assessment, external finishes, sealants, doors and windows, corrosion control, water infiltration, air infiltration, all structural systems, all mechanical systems – including attached storm and sanitary systems exiting the building, all electrical systems, hazardous materials assessment, and life safety systems. The purpose of the audit was to thoroughly assess the existing physical condition and performance of the building and supporting systems leading to prioritized recommendations of system maintenance and or replacement based on systems' ability to provide optimal service levels, overall importance to support life safety and art protection, projected lifespan, and required repair sequencing. These recommendations being used to address major and minor, urgent and long-term requirements for corrective action, for short and long-term financial planning and to define regular maintenance requirements (corrective and preventive).



Oakland County Community Mental Health Authority Conversion of Medical Care Facility into Mental Health Facility (2013) **Paul Hunter – 313.858.0131**

Oakland County Community Mental Health Authority (OCCMHA) commissioned DSD to renovate the existing 48,000 square foot Medical Care Facility located in Pontiac, Michigan to provide an all services under one roof mental health facility for their patients. DSD met with the Medical Care Facility's future users, the directors of the OCCMHA, and Oakland County's staff to develop the new program and related floor plan for the facility. The result is a \$14 million dollar renovation that will provide mental health care in a facility that has all the necessary amenities under one roof. Roof and window evaluations and replacement along with verification of the condition of the existing roof were items addressed by DSD for this conversion.



Toilet and/or Shower Room Remodeling or Design

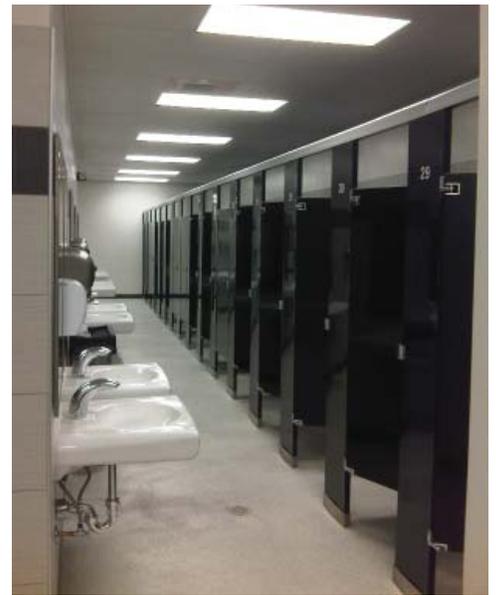
Joe Louis Arena Mezzanine Level Toilet Room Renovations (2012) James Lavallee – 313.471.6543

Illitch Holdings, Inc. commissioned DSD to renovate the Concourse Level of the Joe Louis Arena to provide ADA compliant facilities and to add mezzanine level toilet rooms to the arena. The renovation work included the following: an addition of the Mezzanine Level new Linear Toilet Facilities, the upgrades to the Concourse Level existing Toilet Facilities to ADA compliance, AME services to reflect the new Concourse Level Food Courts, upgrades to the sewage ejector, and upgrades to the domestic booster pump systems for improved suite level water pressure.



Detroit Recreation Department Crowell Rec Center Renovation (2011) Scott Brinkmann – 313.224.1109

DSD was commissioned to investigate and prepare an analysis report of the existing conditions of various aspects of the building. This included the review of conditions for deferred maintenance, barrier free access, operational condition, code compliance, and safety. In addition, DSD was asked to develop recommendations and suggestions for improvements and prioritize these improvements based on necessity. Following this phase of the project, a renovation design was completed. Renovations to the locker and toilet rooms included major plumbing work as well as architectural changes to meet codes and barrier free compliance.



Detroit Recreation Department Northwest Activities Center (2007) Scott Brinkmann – 313.224.1109

The Detroit Recreation Department (DRD) operates 30 athletic facilities located in neighborhoods throughout metro Detroit. The recreation centers vary in age, with the oldest having been built in the early 1900s. As part of a city-wide renewal, DRD is expanding its recreation programs by closing some centers and refurbishing others. As a part of the renewal, DRD has relocated their Administrative Offices (approximately 20,000 square feet) to the Northwest Activities Center. The 150,000 SF building built in 1956, was in a state of disrepair having had the majority of its mechanical and electrical equipment exceed its useful life. DSD was commissioned, in spring 2006, to design the building's complete renovations including the replacement of the mechanical and electrical infrastructure. This included a complete renovation of the building's locker rooms, restrooms, and toilet systems.



- Western Lower Peninsula (west of 127, north of Muskegon, south of Grayling)
- Central Lower Peninsula (east of Battle Creek, west of Chelsea, south of M 46 and M 57)
- Southwestern Lower Peninsula (west of Battle Creek, south of Muskegon)
- Southeastern Lower Peninsula (east of Chelsea, south of I-69)

ARTICLE 4: CONTRACT UNDERSTANDING: The following items should be addressed on the assumption that your firm is awarded an Indefinite-Scope, Indefinite-Delivery contract. (See attached sample contract).

- 4.1 Is it understood that your firm is required to respond to small projects (less than \$25,000) as well as large projects?
Yes No
- 4.2 Is it understood that there is no guarantee of any work under this contract?
Yes No
- 4.3 Is it understood that your firm will be required to execute the attached standard State of Michigan contract language for professional services?
Yes No
- 4.4 Is it clearly understood that professional liability insurance is required at the time of execution of the ISID contract? (See Article 5 of the attached Sample Contract.)
Yes No
- 4.5 Is it understood that your firm must comply with State of Michigan law as it applies to your services?
Yes No
- 4.6 It is understood that your firm must obtain a State of Michigan, Department of Civil Rights Certificate of Awardability (see RFP for information regarding the Certificate of Awardability)? If your firm currently has a Certificate of Awardability, provide its expiration date. Our understanding is that Certificate of Award is obtained per project and thus do not have an expiration date as per previous.
Yes No

ARTICLE 5: CAPACITY AND QUALITY

- 5.1 Briefly describe your firm’s methods and procedures for quality control for your deliverables and services. Quality control is the process of verifying the professional services required against accepted standards of professional care. Every member of the firm is trained to understand that quality services are about preventing errors from occurring, not about correcting them. In addition to instilling this attitude, principals of the firm are responsible for periodic coordination and completeness checks of all instruments of service. Prior to issuing contract documents for construction, the construction phase service representative assigned to the project conducts an additional, independent coordination and completeness check. The quality of professional services provided can be measured by range of competitive bids received, by the cost of correcting errors and omissions compared to total construction cost and, most importantly, by satisfied clients.

DSD has been ISO 9001 certified for over 13 years. ISO 9001 is an internationally recognized standard of quality for design firms and DSD has embraced its use in our daily operations. Companies awarded ISO 9001 have passed a rigorous training and auditing process, which includes twice-a-year, 2 day external

audits. DSD clients can expect consistency, a disciplined approach and clarity of roles and responsibilities as a result of well defined procedures and work instructions. This is especially important on a project which includes partners sharing disciplinary work. DSD uses its quality management system and its quality design procedures to meet client's budget, schedule and to deliver exceptional service, time after time.

5.2 Has your firm been involved in claims or suits associated with professional services errors and/or omissions?

Yes No

If yes, explain: St. Hugo - Carillon Tower: In this lawsuit, the stone mason had a claim for \$600,000+/- on his original \$400,000+/- construction project. The stone contractor sued Barton Malow who then added the Archdiocese of Detroit who then added DSD to the list of defendants. DSD then added the structural engineer as well. In mediation, the suit was settled as follows: Barton Malow - \$375,000.00, DSD - \$25,000.00, Robert Darvas (Structural Engineer) - \$65,000.00.

GM Spray Booths 42 & 43: DSD shared in the cost of modifications of the air houses due to changing operation to 100% outdoor air from a recirculation system.

5.3 Will there be a key person who is assigned to a project for its duration?

Yes No See project team chart.

5.4 Please present your understanding of the relationship between your firm, the DTMB Design and Construction Division, and the State Agency for whom a project will be completed.

Our understanding, based on past projects, is that the State DTMB holds the Professional's contract and provides the direction on the project. The DTMB Design and Construction Division works for the State Agency as an internal client. While DSD as the professional listens closely to the State Agency and seeks to understand their requirements for the project, the final direction will come from the DTMB Design and Construction Division. It is important that the Professional, DTMB Design and Construction Division and State Agency work closely as a team and have a common understanding of project goals and key success factors. From the beginning of the project, a clear understanding of roles, lines of communication and approval chains must be set so that the Professional does not change direction or perform an additional service without written direction and approval from the DTMB design and Construction Division. On the Caro Center project, the roles were discussed up front at the Kick-Off meeting for the project and lines of communication were established that did not limit interactions between all parties but made clear what the chain of command was for the project. By arranging this early in the project in a non-confrontational way, common expectations are established early on and set the foundation for a successful project relationship between these three parties.

5.5 Describe your approach if a bidder proposes a substitution of a specified material during bidding.

During the design phase DSD works closely with the Owner to review the specified products/equipment and approved manufacturers included in the drawings and specifications. When these drawings and specifications are released for bids, prospective bidders have the opportunity to propose substitutions and alternate manufacturers as part of their bid. The bidding phase before the bids are due is the acceptable time when the contractor has opportunity to submit these substitution requests. The bidders have different reasons for submitting these substitution requests and it is important that these submittals are reviewed in detail by DSD on the Owner's behalf. When DSD evaluates these requests, we look closely at the substitution to confirm that it provides equal or better quality and value to the Owner when compared to the products and specifications included in the base bid documents. If the product does not measure up

in this regard, then DSD's evaluation ends and the substitution request is denied as the substitution will not provide the Owner with the desired result. If the substitution request is equal in quality, maintainability, etc., DSD will then review the substitution request with the Owner before making a final decision as sometimes a product meets the specification but the Owner may not want that particular manufacturer or product because it is not compatible with existing products and systems at their facility. If the substitution request is found to be equal to base specification and is acceptable to the Owner, we also review the dimensions and electrical characteristics to confirm that the proposed substitution will not create coordination issues during construction. If the substitution passes all of these evaluation points, then approval is provided for the bidder to proceed with the substitution in the form of a formal addendum within seven (7) days of bids. It is important through this evaluation that the Owner's best interests are kept in mind and only substitutions that will meet or exceed the base specifications and provide superior price advantages are approved.

- 5.6 Describe your approach if a contractor proposes a substitution of a specified material or detail with shop drawing submittals or in construction.
DSD does not approve substitutions during the review of shop drawings or in the construction phase. During the design phase of the project, specific products, equipment, etc. is specified based on a number of factors including reliability, cost, owner preference, performance and other factors depending on the client and their project. When a substitution is proposed in the construction phase of the project, it is typically proposed because the contractor is seeking to save money and is not usually proposed in the best interests of the Owner. The contractor had ample opportunity prior to this time to suggest other acceptable products. So while these substitutions requests would be considered, they would only be examined in detail if we are able to see a significant benefit and value to the Owner in making the change. If it appears to benefit the Owner, then we would review the substitution request in more detail to confirm that it will be equal or superior in performance and reliability to the product specified. In addition, we also ask the contractor to confirm the proposed pricing change (add or deduct) prior to approving a substitution request at this phase of the project.
- 5.7 How will your firm provide consistent and continuous communication pertaining to project activities and project status to the State of Michigan during the progress of projects?
Our approach to communication is to establish a level of trust and rapport where we can immediately surface any issues and get them resolved as early in the process as possible. DSD follows our ISO 9001:2008 communication and problem solving processes that have been utilized and proven on a wide range of projects. Some of the core communication and problem solving principles we employ when an issue arises include:
- Listen and understand the problem
 - Define the problem – not just the symptoms
 - Identify all the alternatives
 - Don't assess blame
 - Select the best alternative based on the information available
 - Take positive, authoritative action
 - Assess the results

ISO 9001 is an internationally recognized standard of quality for design firms and DSD has embraced its use in our daily operations. Companies awarded ISO 9001 have passed a rigorous training and auditing process. DSD clients can expect consistency, a disciplined approach and clarity of roles and responsibilities as a result of well defined procedures and work instructions. This is especially important on a project

which includes partners sharing disciplinary work. DSD uses its quality management system and its quality design procedures to meet client's budget, schedule and to deliver exceptional service, time after time.

The following are only a few examples of the tools used in DSD's processes to assure that project control and quality objectives are met on all projects. These tools include:

1. Status Reports – every project in our office is reviewed every Monday morning at 9:30 am. The project completion status is reported and documented in the status report and senior level team members offer support to resolve any issues hindering project progress.
2. Construction Reports – project in construction are also reviewed bi-weekly.
3. Intra-Office Team Meeting – DSD has a standard agenda for in-house kick-off meetings that prompts discussion and action on key elements that will determine the overall success of the project.
4. Meeting Attendance – Accurate recordings of meeting attendees.
5. Meeting Agenda – Standard agenda format for client kick-off and ongoing meetings that capture important aspects which must be reviewed and confirmed at the outset of the project.
6. Report of Contact – Written documentation of out of office or telephone/conference communications.
7. Project Plan Checklist – Architectural, Mechanical & Electrical – All projects are checked by a senior discipline leader prior to leaving the office of DSD and these checklists are completed for each discipline by the independent person performing the check.
8. Shop Drawing Responsibility – Form to communicate to our shop drawing clerk the person(s) responsible in each discipline for shop drawing reviews.
9. Shop Drawing Routing Slip – In-office transmittal document.
10. Shop Drawing Status Report – Tracks the time duration for all active shop drawings to confirm that they are returned within DSD's 10 business day turn around commitment.
11. Field Observations – Construction observation and status reports.
12. Punch List – Standard punch list format.

5.8 Does your company have an FTP or similar site for quick posting and distribution of information, drawings, field inspection reports, and other communications?

Yes No

5.9 Describe your method of estimating construction costs and demonstrate the validity of that method. DSD has an outstanding track record regarding designs within budget. DSD will monitor estimated construction costs (including contingencies) throughout the course of design to ensure that available funding is not exceeded. DSD utilizes a standard spreadsheet for cost estimating. The spreadsheet is filled in specifically for the project and includes CSI categories and formatting to ensure completeness of all probable construction cost estimates. DSD is extremely cost conscience and treats the client's budget as its own. Some Examples include:

Detroit Recreation Department Northwest Activities Center

Initial Estimate: \$14.9 Million

Successful Bid Amount: \$14.0 Million

University of Michigan Hatcher Chiller Plant

Initial Estimate: \$3.7 Million

Successful Bid Amount: \$3.3 Million

Wayne State University Boiler Plant Implementation

Initial Estimate: \$39.4 Million

Successful Bid Amount: \$36.5 Million *

* Note: This number is less than the stated \$45.0 million project cost due to boiler pre-purchase and cost of natural gas line paid direct to DTE Energy (MichCon) but conceptually determined by DSD.

5.10 Describe your approach to minimizing construction cost over-runs.

DSD understands that our projects must be delivered on budget and on time and once a project budget is established, DSD uses proven methods to monitor and control the budget.

1. On-Going Review & Scrutiny: DSD, well known for attention to detail and considers the client's budget to be our budget. Every week during in-house project meetings, the project team, including the DSD Principal-in-Charge, scrutinizes project budgets and value engineering opportunities. Should project costs start to move in unexpected directions, "alarms sound" and corrective actions are taken in the earliest stages.
2. Aligning the Budget and the Program: All of DSD's State of Michigan Department of Management and Budget projects are designed to a budget and the project cannot proceed to the next phase of design without confirmation that the Budget and Program are aligned. By aligning the budget and program early in the project, it has allowed us to make design changes and provide value engineering early while they are relatively easy to implement on the project.
3. Value Engineering: Value Engineering provides information on cost-saving opportunities. It looks for ways to achieve cost savings without affecting the project size and program. In cases where estimates exceed the budget, value engineering provides an avenue for finding cost-reduction opportunities. DSD's philosophy on the concept of "value engineering" is to perform it concurrent with the design process as opposed to removing desired items from the design or program at the end when it is "discovered" that the project is over the budget. The proper project approach is captured in the initial design and bid document phases through close monitoring of the scope and budget. Through teamwork and accountability in this area, a more successful project is realized. Without this approach, the client loses valuable elements or with an uncoordinated building and ultimately often regrets the process. Where conditions in the market change or the client's budget is altered, DSD approaches value engineering by helping the client truly understand the "real value" of each component. Where necessary, this results in a more satisfied client who is not surprised by the final product.

5.11 What percentage of construction cost should be devoted to construction administration (office and field)?
20%

5.12 What portion of the assigned work will be performed with your staff and what portion will be provided by sub-consultants?

Depends upon content of project. See project team chart for sub-consultants on the team.

5.13 On a typical project, what would be your response time, from the time receive a project assignment to starting investigation and design work? A typical project might be one involving several disciplines and in the neighborhood of a \$25,000 fee.)

7 days (Our standard turnaround time is 7 days, but that can and has been reduced depending upon urgency.)

5.14 How do you assess whether a construction bidder is responsive and responsible?

A bidder is responsive and responsible when they have submitted all requested bid documentation within the bid form/project manual including but not limited to:

- Firm information, identification numbers, etc.
- Base bid amount and any alternate bid amounts requested
- Appropriate signature and notary
- Bid Bond
- Performance Bond/Payment Bond
- Schedule of change order prices and/or allowances, if requested
- Proposed schedule, if requested
- Proposed subcontractors, if requested
- Certificate of Insurance
- Similar project references, if requested
- Assurance of receipt of all addenda released during the bid period
- State of Michigan Certification forms (Certificate of Michigan Based Business, Preference Certification, Certificate Regarding Debarment, Suspension and other Responsibility Matters, etc.)

If the bidder submits all of the requested information, it must also be confirmed that a representative was present at the Mandatory Pre Bid Walkthrough/Meeting so that they are fully familiar with the project. A final confirmation is a Post Bid Review meeting so that the State of Michigan and the design professional can review the scope of the project with the bidder and confirm through question and answers that the bidder is fully familiar with the contract documents and is confident in the pricing they provided to complete the project.

5.15 Describe your firm's understanding of Sustainable Design and LEED Certification.

DSD is a member of the U.S. Green Building Council and works diligently to promote buildings that are environmentally responsible, healthy places to occupy. DSD is pleased to have 35% of our professional staff as LEED accredited. These accredited staff range in our company from up-and-coming intern level engineers and architects to the President & CEO. Passing the LEED AP exam demonstrates a knowledge and understanding of green building practices and principles, a familiarity with LEED requirements, resources and processes.

The LEED AP title indicates an experienced building industry practitioner who has demonstrated knowledge of integrated design and the capacity to facilitate the LEED certification process on the LEED Professional Accreditation exam. The exam tests an individual's understanding of green building practices and principles, and familiarity with LEED requirements, resources, and processes. For team members who do not have their LEED accreditation, DSD has an internal training program in sustainability and LEED design to increase the teams level of expertise and give everyone an opportunity to become a LEED AP.

DSD has been able to demonstrate our LEED knowledge and skill on a number of LEED Certified projects ranging from certified to platinum. This list includes the Johnson Controls Lithium-Ion Battery Plant in

Holland, MI (Gold), the Wayne County Community College District Northwest Campus Building (Seeking Platinum), the Ferris State University Michigan College of Optometry (Gold), the Flint IRS Building (Silver), and many more.

One of the major reasons DSD has been successful in the implementation of sustainability is that our philosophy is not simply to “apply LEED techniques when the client intends to pursue LEED certification”. Instead, appropriate sustainable design is a part of every project DSD is involved with. A good example of this is the recently completed Manoojian High School addition. For this project, the Owner did not request any sustainable features, but DSD offered the owner the option of including a number of sustainable features that will save on operation costs and reduce the carbon footprint of the building.

Another key aspect of successful LEED projects is to establish the desired LEED level and then track the status at each step along the design path, similar to the way we establish a scope and budget. On LEED projects, DSD sets a target with the Owner and completes a LEED scorecard that becomes a reference for all team members to track and confirm all LEED target points. This process also ensures that these points have been incorporated into the project budget. This method of planning and communication works well on projects designed through the State of Michigan Department of Technology, Management and Budget (DTMB) for the State’s higher education campuses. On these projects the DTMB requires a confirmation at each stage in the design process that the project scope, budget and LEED certification level are all in alignment.

DSD seeks to give Owners all the facts – not only the first cost, but also the maintenance implications, anticipated life of various equipment alternatives, and annual operating costs so that the Owner can make a good business decision based on the lifecycle cost and not just the lowest installation cost.

5.16 Describe your experience with similar open-ended contracts.

DSD has been involved in eighteen (18) open-ended/blanket contracts with requirements similar to those requested in the Minor Capital Outlay Project – 2013 Indefinite Scope Indefinite Delivery RFP. We are able to be responsiveness on smaller projects with compressed timeframes by having multiple team members per discipline that are available to respond as the project requires. The contracts are:

- Ford Motor Company
- General Motors
- Severstal
- Midland Cogeneration Venture
- Wayne State University
- Eastern Michigan University
- Michigan State University
- Oakland University
- Mott Community College
- University of Michigan Hospitals
- Beaumont Hospital
- Genesys Health System
- Davita Dialysis Regional Blanket
- Detroit Recreation Department
- Oakland County
- The City of Southfield
- The State of Michigan

- Archdiocese of Detroit

5.17 Describe your methodology for obtaining information about the existence and condition of an existing, facility's components and systems.

DSD's expertise is in renovation projects. Approximately 85% of our project types are renovation projects. Our employees are very familiar with field survey requirements and documentation of existing conditions to avoid changes in construction. As an example, much of our documentation for Ford Motor Company and GM is developed for the internal UAW trades to actually complete the construction work. With in-house trades, there are the same skill levels as outside skilled trades, but there is not always the same level of coordination and organization and so detailed and clear documents are required. In addition to this experience, our team also has extensive experience with Facility Condition Analyses in which site observation and documentation of existing conditions are key to providing an accurate and detailed report for the Owner.

Beyond reviewing existing facility drawings (when available) and spending extensive time field surveying and documenting conditions, taking measurements and identifying potential conflicts, we have also successfully used other strategies on various projects to document conditions early in the project when they are relatively easy to address and not later in the process when the adjustments can be very costly, including:

- a. Selective demolition to determine "hidden" conditions
- b. Test and balance services
- c. Ground penetrating radar
- d. Utility and topographic surveys
- e. Electrical metering/testing
- f. Data loggers to track temperature and humidity

5.18 Describe your approach to securing permits/approvals for the following: campgrounds, critical dunes, coastal zone management, projects adjacent to Michigan lakes and rivers.

The Joint Michigan Department of Environmental Quality and United States Army Corps of Engineers Permit application is used for projects that are on, within, or involve a stream, river, ditch or drain, floodway, pond, channel/canal, inland lake, 100-year flood plain, legally established County Drain, Great Lake or Section 10 Waters (navigable), designated high risk erosion area, designated critical dune area, designated environmental area, natural river, dam, wetland, new marina, structural removal, utility crossing, and/or 500 feet of an existing water body and covers the following:

- Natural Resource & Environmental Protection Act 1994 PA 451
- Part 31 Floodplain/Water Resources Protection
- Part 301 Inland Lakes and Streams
- Part 303 Wetlands Protection
- Part 315 Dam Safety
- Part 323 Shorelands Protection and Management
- Part 325 Great Lakes Submerged Lands
- Part 353 Sand Dune Protection and Management

Campgrounds are permitted by the Michigan Department of Environmental Quality Resource Management Division and the Application for Campground Construction Permit under Part 125 of 1978 PA 368 must be filed and approved. Plans and specifications for the specific projects are developed and submitted with all permit applications.

Frequently a joint application is required for projects adjacent to lakes and rivers in the State of Michigan. The joint application, as described in 5.18 above, is submitted to the U.S. Army Corps of Engineers and the Michigan Department of Environmental Quality. Required project plans (drawings) and specifications are developed and included in the permit application package.

Often a joint permit application for work in and near a floodplain/floodway requires hydraulic modeling of the river. The members of the project team have experience in the hydraulic modeling (and with developing the hydrology) of rivers and developing flood insurance studies for the Federal Emergency Management Agency.

- 5.19 Describe your approach to a construction contractor's request for additional compensation for a change in the project scope.
1. The first step is to reference the project specifications for the timing requirements, etc. to submit a claim and confirm that the request is in compliance with these requirements.
 2. The next step is to confirm that the quote provided gives a thorough material and labor breakdown for the Design professional to review against the proposed scope for which the contractor is seeking additional compensation.
 3. If the additional compensation quote has the necessary breakdowns by material and labor, the breakdowns will be compared to industry and DSD documented standards including Architectural, Mechanical and Electrical RS Means 2013 Estimating Manuals, Mechanical Estimating Manuals provided by the Mechanical Contractors Association (MCA), and Electrical Estimating Methods as published by Means. Finally, all of the above resources are utilized along with the site specific information to make an assessment and recommendation to the Owner on the additional compensation requested for the change in scope.



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Mr. Lou Trama
DiClemente Siegel Design
Page 2
January 17, 2014

If your company is interested in participating in the MiDEAL program, please sign below and return to this letter to the letterhead address, Attention: Melissa Sambiagio

FOR THE STATE OF MICHIGAN



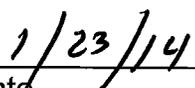
Robert C. Hall, RA, NCARB, Director
Design and Construction Division
Facilities Administration

FOR THE PROFESSIONAL

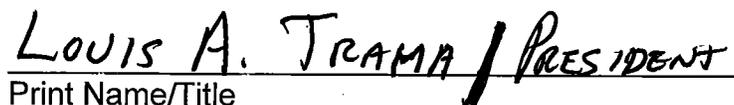
DiClemente Siegel Design agrees to extend the terms, conditions, and pricing of our 2013 General ISID Architectural/Engineering Services contract, No. 00429, to MiDEAL members and will remit the one percent (.01) administrative payment fee along with the quarterly report as outlined.



Signature



Date



Print Name/Title