

#17

MEMO

TO: Mayor Blad and Members of City Council

FROM: Anne Butler, Parks & Recreation Director

DATE: January 16, 2025

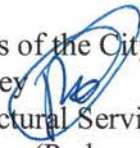
SUBJECT: Recommendation for Contract Award:
Professional Architectural Services for
Riverside Golf Clubhouse Rebuild

On December 13, 2024, submittals were publically opened in response to the City of Pocatello Parks & Recreation's Request for Qualifications for Professional Architectural Services to design the Riverside Golf Course Clubhouse rebuild project. Three (3) firms submitted their qualifications as part of this solicitation and those packets were scored using a fair and consistent point system. Booth Architecture, PLLC was the highest, scoring responsive firm.

Therefore, it is my recommendation that Council award the contract for Professional Architectural Services to Booth Architecture, PLLC in the sum of \$142,500, which is roughly 4.75% of the project cost and in line with industry fee standards.

Funds for this contract have been allocated in General Fund Reserves as per Council direction. The proposed contract is attached for Council and Mayor approval. The Council may wish to authorize Mayor Blad to sign and execute the paperwork necessary to effectuate the procurement.

MEMORANDUM

TO: Brian C. Blad, Mayor; Members of the City Council
FROM: Rich Diehl, Deputy City Attorney 
RE: Award for Professional Architectural Services Proposal for the rebuild of
Riverside Golf Course Clubhouse (Parks and Rec.)
DATE: January 23, 2025

I have reviewed the documents for professional architectural services for the proposed re-build of the Clubhouse at Riverside Golf Course. I have also reviewed Director Butler's Executive Summary regarding this portion of the project.

I would recommend that Council award the bid to Booth Architecture, PLLC., since they had the highest scoring responsive proposal. I would also recommend authorizing the Mayor to sign any and all documents to effectuate the completion of this project. If you have any questions, please feel free to contact me.

January 15, 2025

Anne Butler
City of Pocatello, Parks & Recreation Director
Pocatello, Idaho

Re; Riverside Golf Course Clubhouse
3500 Bannock Highway, Pocatello, ID

Thank you for the opportunity to work with you on this project. Please find the fee proposal based on the following:

- Three levels of approximately 3,300 square feet with elevator. Plans are assumed to reflect preliminary drawings but may vary.
- The new clubhouse will be located south of the existing clubhouse to allow the existing clubhouse to remain in operation during construction. The existing clubhouse is to be demolished and replaced with parking once the new clubhouse is completed. The southern portion of the parking lot will be regarded, and a new parking configuration provided.
- The high-pressure gas line easement will be located and addressed.
- A new electrical service will be needed for the new building. The power pole in the south parking lot and line leading to the pumphouse will be removed and preplaced with a new underground feed.
- The basement level is to contain a recessed golf cart ramp, golf cart storage and maintenance area, and mechanical room.
- The main level is to include pro-shop, snack bar, gathering / eating area, restrooms, locker rooms, golf simulator, covered patio areas.
- The upper level will overlook a portion of the lower seating area and will include a mid-size kitchen, seating area, and restrooms. Restaurant equipment specifications are to be provided by the owner or restaurant equipment supplier.
- The exterior will be made of low maintenance materials with large windows looking over the golf course views. Finishes are to be coordinated and approved by the owner.
- Documents are to include plans, sections, elevations, details, materials, schedules, code review, etc. as required for permitting and construction. Construction administration services include consultation, meetings, contract negotiations, shop drawing review, observation visits, pay request review, punch list, and project close out.
- Color renderings will be provided for the owners' use.
- All architecture, civil, structural, mechanical, plumbing, and electrical engineering to be performed by licensed professionals.
- No alterations of the golf course are included.
- If the scope of work or building is expanded from the parameters set, or substantial changes are made after schematic design, a fee adjustment may be requested.



340 E. Clark St., Ste. A, Pocatello, Idaho 83201
P 208.233.4548 | C 208.251.5917 | F 208.233.0263
www.bootharchitecture.com

For these services, I propose a fixed fee of \$142,500.

Fee breakdown:

- Schematic Design 20%
- Design Development 40%
- Construction Documents 40%

Documents will be delivered in electronic format for email distribution.

We look forward to working with you on this project. Please contact me with any questions or concerns.

Thank You

Ted Booth, Architect, AIA
Booth Architecture, PLLC

Accepted by;

Architect

Name: Ted Booth, Booth Architecture

Signature: 

Date: 01-15-2025

Owner

Name: _____

Signature: _____

Date: _____

ATTACHMENT 1
RESPONDENT QUESTIONS

INQUIRIES DUE: Monday, December 9, 2024 on or before 10:00 am MST

The following instructions shall be followed when submitting questions using the question format on this page.

1. DO NOT CHANGE THE FORMAT OR FONT. Do not bold your questions or change the color of the font.
2. Enter the RFQ section number that the question pertains to in the "RFQ Section" field (column 2). If the question is a general question not related to a specific RFQ section, enter "General" in column 2. If the question is in regards to an attachment, enter the attachment identifier (example "Attachment X") in the "RFQ Section" (column 2), and the attachment page number in the "RFQ Page" field (column 3).
3. Do not enter text in the "Response" field (column 5). This is for City use only.
4. Once completed, this form is to be emailed per the instructions in the RFQ. The email subject line is to state "RFQ: Architectural Services."

	RFQ Section	RFQ Page	Question	Response
1	General	-	How many printed copies are needed? Do they need to be in a sealed envelope.	The RFQ inadvertently makes no mention of copies or envelope requirements. As such, please simply submit at least one completed packet. However, the original packet plus three copies submitted in a sealed envelope is encouraged.
2	General	-	How many printed copies of the response should we submit?	Please refer to Response #1 above.
3	General	-	Is a digital copy desired as well?	A digital copy is not required, but may be included on a zip drive as part of your submission. This inclusion will not affect the scoring process.
4	Attachment 2	8	Should Attachment 2 be named Proposal Form rather than Proposal Schedule? If so, will you please provide an updated document for inclusion in the response?	The term "schedule" as it is used in "Proposal Schedule" is defined as ' <i>an appendix to a formal document.</i> '
5				
6				
7				
8				



REQUEST FOR QUALIFICATIONS (RFQ)
PROFESSIONAL ARCHITECTURAL SERVICES

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I. ADMINISTRATIVE INFORMATION

- Title: Request for Qualifications (RFQ)
Professional Architectural Services
- RFQ Contact: Searra Simpson
City of Pocatello
2405 Garrett Way
Pocatello, Idaho 83201
ssimpson@pocatello.gov
Telephone: (208) 234-6155
- Submittal Deadline: Submittals must be **received by** the Pocatello City Clerk at the Municipal Building, 911 North 7th Avenue, Pocatello, Idaho 83201, **on or before 10:00 am MST, Friday, December 13, 2024** at which time proposals will be publicly opened.
- Inquiry Deadline: **Monday, December 9, 2024 on or before 10:00 am MST**
- RFQ Schedule:
- | | |
|------------------------------|---|
| RFQ Initial Advertisement: | Tuesday, November 26, 2024 |
| RFQ Documentation Available: | Tuesday, November 26, 2024 |
| RFQ Second Advertisement: | Tuesday, December 3, 2024 |
| Inquires Due: | Monday, December 9, 2024 by 10:00 am MST |
| Sealed Proposals Due: | Friday, December 13, 2024 by 10:00 am MST |
| Proposal Opening: | Friday, December 13, 2024 by 10:00 am MST |

- II. **DESCRIPTION.** The City of Pocatello is seeking responses from qualified licensed architects ("Firm") to provide design and related engineering services in order to effectuate the construction and installation of a new golf clubhouse at Riverside Golf Course as follows:

- Underground cart storage (~3300 sq. ft.)
- Main level (~3300 sq. ft.)
- Second level (~3300 sq. ft.)
- Parking lot redesign/expansion

Architectural design services shall include, but may not be limited to a pro shop, dining facilities & snack bar, ADA accessible restrooms, dressing suite, adequate storage spaces, meeting/office spaces, indoor/outdoor patio, landscaping, signage, HVAC and other energy efficient features.

- III. **SELECTION CRITERIA (QUALIFICATIONS).** Proposals shall include the following information in the sequence listed below. Responses shall not exceed fifteen (15) pages in total.

1. **Brief Firm Description:** Provide a brief overview of your Firm, including its location(s) and how many consecutive years it has been in operation.
2. **Past Performance:** Submit a maximum of three (3) reference letters from past clients and/or associates describing your performance on relevant or similar contracts. Include any notable

achievements, awards, or recognition you may have received for any of your Firm's past relevant performance.

3. **Project Manager and Key Staff:** Provide a list of the key personnel that will be assigned to this project, including their education and training.
 4. **Similar Project Experience:** Provide a detailed summary of 3-5 projects of similar scope and size that your Firm has completed for any municipalities within the last five (5) years. Please include the project location(s), budget, timeline, photos, etc.
 5. **Familiarity with City, State, and Federal Laws and Regulations:** Describe your familiarity with any and all city, state, and federal laws and regulations that may be applicable to this project and your Firm's plan to comply with such.
 6. **Project Approach:** Provide a brief description of the overall approach your Firm would take for a project of this size and scope.
 7. **Proposed Schedule:** Provide a proposed schedule for design start and completion as has been described to you herein.
- IV. **SCOPE OF WORK.** Attached to this RFQ is an aerial photograph of the project site in order to give Respondents a better understanding of the scope of the design.
1. **Design Development.**
 - A. Prepare design development documents, including description of all design work.
 - B. Meet with selected City staff and/or community members as assigned.
 - C. Provide evidence of project compliance with all relevant local, state and federal codes and regulations.
 - D. Make any necessary review stages and alterations.
 2. **Construction Documents.**
 - A. Upon request, review construction documents, including plans, specifications, general and supplemental conditions, and bid documents, so as to obtain the following services: physical construction, lighting, architectural, mechanical, electrical, plumbing, etc.
 - B. Upon request, provide the City with revised documents, the costs of which shall be borne by the Firm.
 3. **Bid Assistance.**
 - A. Upon request, provide sets of final plans and mark "Approved for Construction," the cost of which shall be borne by Requestors.
 - B. Attend pre-bid meeting with contractors to discuss construction project.
 - C. Attend bid opening(s).
 - D. Assist with tabulation and evaluation of bids and review for completeness and responsiveness.

V. SUBMISSION REQUIREMENTS

1. **Qualifications.** Respondents shall include as part of their proposal all items listed in Section III above. Items from Section III, 1-7 shall be typed using at least a size 12 standard font and shall not exceed fifteen (15) pages.
2. **Proposal Form:** Complete **Attachment 2** in its entirety, including contact information, ability to comply, and signature. **Do not submit this information on any other form.** Submitting this information on a form other than the Proposal Form may cause your submittal to be rejected as non-responsive.
3. **Licensing.** Proposals shall include a copy of your Firm's current licensing demonstrating that every person assigned to the project either holds a valid license to practice architecture in the state of Idaho or works under the responsible control of a licensed supervisor.
4. **Amendments:** Proposals shall include a signed copy of any and all issued amendments created in connection with this RFQ, if applicable.

- VI. **INQUIRIES.** Inquiries shall be submitted in writing via email to both ssimpson@pocatello.gov **AND** tcaudill@pocatello.gov. Questions shall be received no later than **10:00 am MST on Monday, December 9, 2024**, as stated in the administrative information above. Written questions shall be submitted using **Attachment 1, Respondent Questions**. Official answers and any amendments in response to all written inquiries will be sent via email to all known document requestors.

If an inquiry leads to an amendment of this RFQ, Respondents will be required to acknowledge they have received any and all amendments by signing the amendment(s) and including such amendment(s) with their proposal at time of submittal.

- VII. **EVALUATION AND AWARD.** Firms shall be evaluated and award shall be determined based upon compliance with all requirements listed herein, including qualifications, proposal completeness, proper submittal procedure, and demonstrated ability to perform full scope of work.

Proposals will be scored using a fair and consistent point system, which will be calculated using the same formula for each proposal. The proposal receiving the most points shall be considered the best qualified for the project.

A proposal shall be considered non-responsive if any submittal requirement is not met, proposal is not complete or submitted incorrectly, any selection criteria is omitted, or any required criteria is not met.

- VIII. **COMPLIANCE.** The City is hereby soliciting submittals from qualified applicants pursuant to Idaho Code 67-2320, et seq., also known as a "Qualification Based Selection" process. This procedure provides for an orderly process of: (1) Solicitation of professional qualifications, (2) Evaluation and ranking of qualifications, (3) Establishment of a ranked list of service providers, and (4) Negotiation of scope of services and fees.

IX. GENERAL INFORMATION AND STANDARD TERMS AND CONDITIONS

1. This solicitation is issued by the City of Pocatello. The above-named contact is the only contact for this solicitation. All correspondence regarding this RFQ shall be in writing via email. In the event it becomes necessary to revise any part of this RFQ, amendments will be emailed to all Respondents. It is the responsibility of the Respondent to track any updates or amendments. Any oral interpretations or clarifications of this RFQ shall not be relied upon.
2. Any and all costs associated with the preparation and production of a response to this RFQ, or any work performed prior to the execution of a contract for services, are the sole responsibility of the parties responding to this RFQ.
3. All responses and other materials submitted will become the property of the City of Pocatello.
4. **All information contained in the RFQ and acceptable provisions of the selected Firm's proposal may be made part of the final contract.**
5. Upon the City of Pocatello's request, a Firm may be asked to submit additional information to supplement a response.
6. Only information which is received in response to this RFQ shall be evaluated. Reference to information previously submitted shall not be evaluated.
7. Prior to the response deadline, the City of Pocatello may meet with and consult with some or all of the Respondents responding to this request.
8. The City of Pocatello reserves the right to:
 - A. Reject any and all offers.
 - B. Negotiate final terms and costs of the resulting contract.
 - C. Supplement, amend, or otherwise modify the RFQ or cancel this request with or without the substitution of another RFQ.
 - D. Disqualify any Respondent who fails to provide information or data requested herein or who provides inaccurate or misleading information or data.
 - E. Disqualify any Respondent on the basis of any real or apparent conflict of interest.

ATTACHMENT 1
RESPONDENT QUESTIONS

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ATTACHMENT 2
PROPOSAL SCHEDULE

SEALED PROPOSALS DUE: **Friday, December 13, 2024 on or before 10:00 am MST**
This completed Proposal Schedule must be submitted with your Proposal.

FIRM: Provide Firm's name and contact information of the office where your project team will be located, and from which the work for this assignment will be conducted in the spaces below.

Firm Name: _____
Mailing Address: _____
Physical Address: _____
Contact Telephone: _____
Contact E-Mail: _____

QUESTIONNAIRE: If you answer yes to any of the following questions, provide complete explanation on a separate sheet of paper:

Has your firm ever been denied coverage or had coverage terminated or cancelled by any insurer during the past five (5) years? (If so, please state the company, date, reason and specific details.)

___ YES ___ NO

Within the past five (5) years has your current firm or any predecessor organization been involved as a party or filed a claim in any bankruptcy, litigation, mediation or arbitration proceedings?

___ YES ___ NO

COMPLIANCE: Initial below to indicate your ability to comply with the Request for Qualifications.

- ___ Firm has included as part of their proposal, the required statements of qualification as described herein.
- ___ Firm has included as part of their proposal, a copy of all required licensure as described herein.
- ___ Firm has read and understands the project terms and scope as described herein.

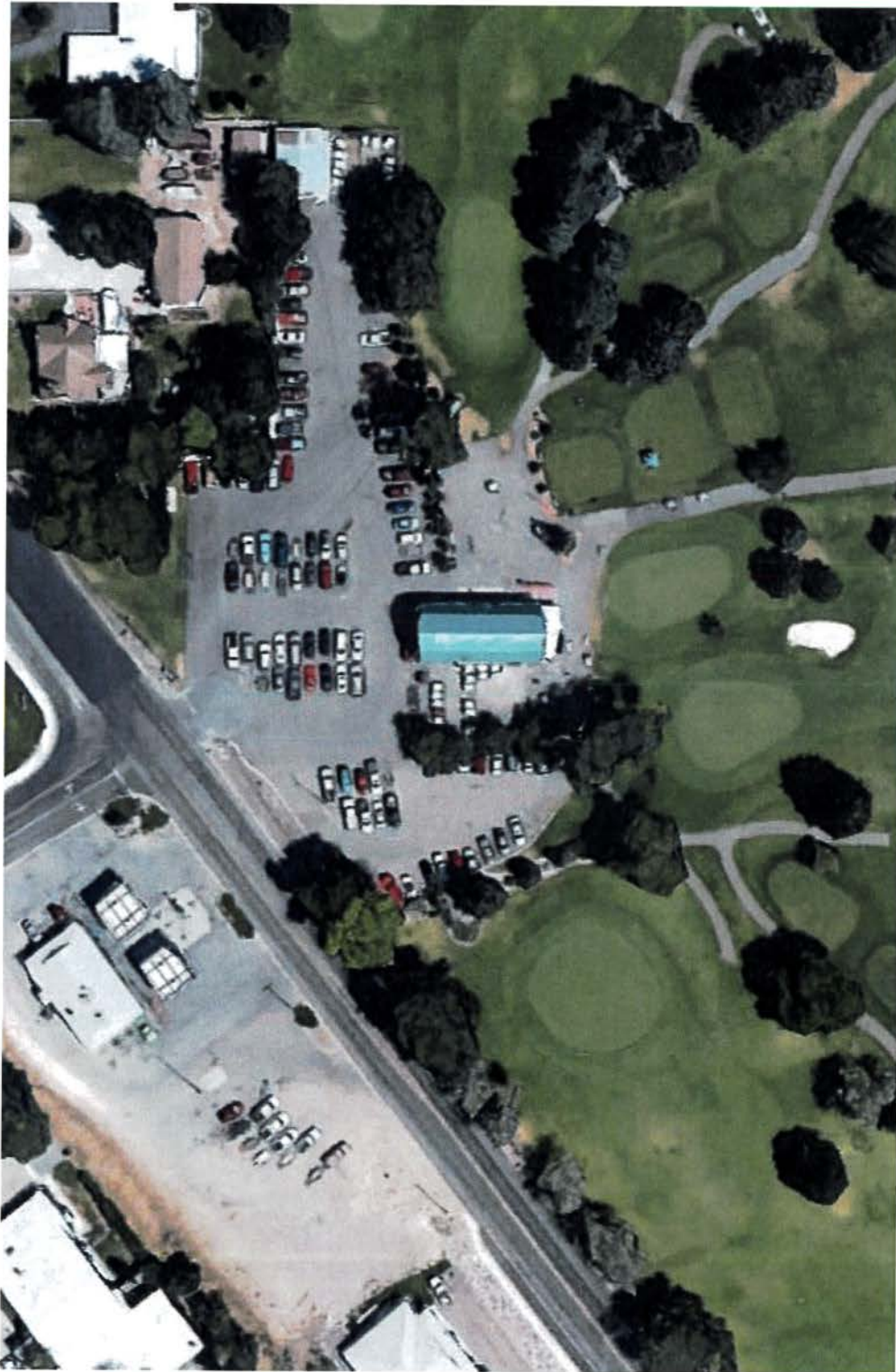
I hereby certify that all information provided to the City of Pocatello as part of this responsive bid is accurate and complete.

Signature: _____ Date: _____

Printed Name: _____

Title: _____

ATTACHMENT 3
AERIAL PHOTOGRAPH OF PROJECT SITE



CITY OF POCATELLO
REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL ARCHITECTURAL SERVICES

City of Pocatello is soliciting qualified firms, who are currently licensed to provide professional architectural services in the State of Idaho, to provide their qualifications to perform certain architectural services for the design of a new clubhouse at the Riverside Golf Course, in accordance with *Idaho Code 67-2320*.

Request for Qualification documents and details can be obtained from the *Fleet & Material Coordinator* at ssimpson@pocatello.gov or at 2405 Garrett Way, Pocatello, Idaho 83201.

Sealed responses will be received by the Pocatello City Clerk at the Municipal Building, 911 North 7th Avenue, Pocatello, Idaho 83201, no later than **10:00 am MST on Friday, December 13, 2024**, at which time they will be publicly opened.



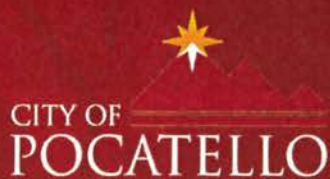
Konni Kendell
City Clerk

Due to ISJ on or before 11/22/24 at 2pm.
Publish Tuesday 11/26/24 and 12/3/24.

STATEMENT OF QUALIFICATIONS

PROFESSIONAL ARCHITECTURAL SERVICES NEW GOLF CLUBHOUSE RIVERSIDE GOLF COURSE POCATELLO, IDAHO

DECEMBER 13, 2024



ARCHITECTURE
INTERIORS
LANDSCAPE
PRESERVATION



December 13, 2024

Searra Simpson
City of Pocatello
2405 Garrett Way
Pocatello, Idaho 83201

Re: Professional Architectural Services
New Golf Clubhouse, Riverside Golf Course
Pocatello, Idaho

Dear Ms. Simpson and Selection Committee,

Myers Anderson Architects are pleased to submit our qualifications and expression of interest to serve as your design partner for a new golf clubhouse at Riverside Golf Course. We have enjoyed our work with the City in the past and look forward to the opportunity to work together again on this exciting new project.

We have reviewed the RFQ commit to providing all the services requested, as well as any other services needed to support the successful design and construction of this project. The following are key points to consider.

Experience: In our 47 years of existence, Myers Anderson Architects has completed a vast and varied collection of project types and sizes. The majority of this work has been completed for public agencies and various counties and cities throughout southern Idaho and Western Wyoming. With our extensive public project experience we are well equipped to guide the design and construction of the new clubhouse with great success.

Design Team: Richard Creason will be the Principal-in-Charge with Ben Ledford serving as the Project Architect responsible for the day-to-day management of your project. Myers Anderson's support staff will work closely with Ben and Richard during project design assisting with document production. Peer review is an important function within our office, providing a higher level of design, accuracy, and quality control. To round out our team we have selected engineering consultants with the appropriate expertise, interest, local proximity, and availability for your project. The listed consultants have served us and our clients well and join in our commitment to the success of your project.

Project Approach: There is no one size fits all solution, each project has unique needs relative to the user's operations. We will sit down with you and review your current and future operation goals, and together, design and construct a facility that enhances efficiency in all facets of operations, accommodates the staff, and serves the patrons effectively. Through this process we will define and review all possible and responsible alternatives working towards the best solution.

Firm Name and Address

Myers Anderson Architects, PLLC
122 South Main Street, Suite 1, Pocatello, ID 83204

Primary Point of Contact

Richard Creason, Principal Architect
(208) 232-3741 or richard@myersanderson.com

In summary, we at Myers Anderson are committed and dedicated to your success. We are proud of our past efforts towards the successful assessment, design and administration of the city's projects. The results have had positive impacts on both the facilities themselves and the agencies they house. We appreciate your sincere consideration of our firm for this important project.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Creason', written over a horizontal line.

Richard Creason, AIA, NCARB
Principal Architect

Cover Letter

A. Qualifications

B. Attachment 2

C. Licensing

D. Amendments

TABLE OF CONTENTS



A. QUALIFICATIONS

FIRM DESCRIPTION

MISSION STATEMENT

Myers Anderson Architects is the premier architecture, design, and historic preservation firm serving communities in Idaho, Utah, Nevada, Washington, and Wyoming. We approach projects with a client first attitude, and are committed to providing the highest quality of services possible. We believe strongly in responsible design and strive to improve communities through a conscientious, collaborative approach to our projects.

HISTORY

Founded in 1976, Myers Anderson Architects, PLLC, is a full service Architectural firm providing a wide range of in-house services including historic preservation, master planning, interior design, and landscape architecture. We have continually expanded by providing consistent, progressive and quality services to our clients. We are proud of our reputation and success in the design and construction of educational, governmental, recreational, and institutional buildings. Myers Anderson's projects have ranged from multi-million dollar new and renovation projects to small remodeling projects, from Division of Military projects to residential designs. The high number of repeat clients attests to the quality of the services we provide and demonstrates our commitment to their projects.



Our office is housed in the Whitman Hotel building in Historic Downtown Pocatello. Built in 1905, our building is a premier restoration and was a certified tax act project completed by Myers Anderson. The use and maintenance of this valuable community resource symbolizes our firm's commitment to the communities in which we work.

FIRM SIZE AND PERSONNEL

Richard Creason, Principal of the firm, along with a talented staff of architects, landscape architects, project managers, interior designers, technical and business professionals make up the Myers Anderson team. We have always maintained an experienced, well-rounded staff and have conservatively hired support staff as necessary when our workload has required it ensuring that we utilize our

A. QUALIFICATIONS



resources to the fullest extent. Our current staff have worked together completing projects ranging from initial feasibility and planning studies and small remodeling projects to the design and construction of multi-million dollar facilities. We consider the diversity of our work to be a true asset, allowing us to be creative and flexible in our approach to the design of our projects while adhering strictly to our client's needs. Myers Anderson Architects is a firm small enough to deliver personal service and commitment while also providing ample experience, expertise, and resources to successfully complete projects in a timely manner without compromising our client's needs.

RESOURCES

We utilize a broad range of equipment and software to support our efforts in the design and documentation of our projects, from digital 3D modeling programs to timeless standbys like a pencil and a straightedge. We strive to take advantage of new technologies without letting them drive the process. Our greatest resource, after all, is our people; we maintain a team of well-qualified individuals who are professional and committed to the core values of the firm and to our clients' success.

15
TEAM
MEMBERS

- 5 Registered Architects
- 1 Landscape Architect
- 1 Interior Designer
- 1 Emerging Professional
- 1 Interior Design Associate
- 3 CADD Professionals
- 3 Support/Administration Staff



Office of the Mayor

PO Box 5604 – 5160 Yellowstone Avenue, Chubbuck, ID 83202

208.237.2430 – Fax 208.237.2409

www.cityofchubbuck.us

We have been asked by Myers Anderson Architects to provide a letter of reference/recommendation from the City of Chubbuck. As the Mayor of Chubbuck and representing this city I do this with my full support of this firm. Our staff that worked with them were respected and well guided as we worked to complete this project.

We would invite you to come and take a look at our new city hall that they just did a marvelous job guiding us thru the process of developing what it should look like to all of the technical details of making it functional for our needs. It is marvelous. They have wonderful, talented staff employed at their firm to take care of all needs. They were a true joy to work with and made the whole process seamless.

On a personal note. In my past life, as a contractor, I have had the opportunity to work with this firm for decades and their professionalism has always been impeccable. They have great relationships, understanding of and with, and respect for the trades that will be involved with your project.

Sincerely and with warm regards,

A handwritten signature in black ink that reads "Kevin B. England". The signature is written in a cursive, flowing style.

Mayor Kevin B. England

Juniper Hills Country Club

6600 Bannock Highway
Pocatello, Idaho 83204-3845
Phone (208) 233-0241
Fax (208) 233-9886
E-mail: office@jhcc.us

July 1, 2023

To Whom it may concern,

I would like to take a moment to express my sincerest recommendation of Myers /Anderson for any architectural projects that you may be considering.

In 2005, Juniper Hills Country Club began considering the implementation of a Long-Range Plan for a long overdue remodel of our main clubhouse. Money was tight and so was the membership.

After receiving five or six RFP's from various firms, the club chose Myers/Anderson as our architects and we have never regretted that decision.

The problems facing the club were many but after meeting with Pete Anderson and his staff we were able to identify many of the issues and address them in good order. The issues included funding, design issues, phasing of projects, flood plain requirements and also club member resistance to sorely needed infrastructure changes.

Myers/Anderson was a significant partner in selling the plans to the membership with great graphics and presentations that were credible and trustworthy.

Phase one was a great transformation for the club and the project came in on time and under budget.

Myers /Anderson was always available to discuss the complexities of the project and design to our needs and also on hand oversee the construction phases.

After phase one was complete, the club ran into future issues with a nearby water way, the flood plain, city planners and FEMA. Myers/Anderson was able to find the right engineer for floodway issues and able design a plan that was implemented 8 years later.

Finally, for Phase II of the clubhouse we hired Myers/Anderson. Richard Creason and his team did a fantastic job under the pressure of Covid-19 and supply chain issues implemented a the \$3.1m Phase II (2022) of our clubhouse remodel on time and under budget.

Our members approved the project 88% in favor in no small part due to the presentation and professionalism of Myers/Anderson.

I cannot tell how impressed I was with the skill and professionalism exhibited by Myers/Anderson.

Sincerely

Ron Malooly, GM

Juniper Hills Country Club

PROJECT MANAGER AND KEY STAFF



Richard Creason AIA, LEED^{GA}
PRINCIPAL ARCHITECT

Richard Creason, principal of the firm, is a professional and innovative architect with 13+ years' experience. Richard has worked on a variety of project types and sizes including civic, military, industrial, educational, commercial, and institutional. His attention to detail throughout the management, design and production of projects delivers exceptionally well received end results.

EDUCATION

Master of Architecture | University of Idaho
Bachelor of Architecture | University of Idaho

LICENSES

Licensed Architect | ID #AR-985241
UT, WY, NV, MT, OR, WA

PROFESSIONAL AFFILIATIONS

Member | American Institute of Architects (AIA)

COMMUNITY INVOLVEMENT

Historic Downtown Pocatello Board of Directors
Historic Downtown Pocatello Relight the Night Committee
Historic Downtown Pocatello Design Committee
Idaho State University College of Technology Advisory Committee

SELECT PROJECT EXPERIENCE

New City Hall | Chubbuck, ID
Maeck Education Center | Idaho Falls, ID
Juniper Hills Country Club Renovations | Pocatello, ID
Tribal Water Resources Department | Fort Hall, ID

A. QUALIFICATIONS



Ben Ledford AIA
PROJECT ARCHITECT | PROJECT MANAGER

Ben Ledford, senior staff architect, independently manages projects of all types and sizes. Some of his particular areas of expertise include governmental and civic structures, medical facilities, urban planning, and historic preservation. Ben's talents in visual design and renderings along with his strong written and oral communication skills afford him the ability to communicate designs and concepts in a way that is clear, concise, and compelling.

EDUCATION

Master of Architecture | University of Idaho
Bachelor of Architecture | University of Idaho

LICENSES

Licensed Architect | ID #AR-985415
WY

PROFESSIONAL AFFILIATIONS | COMMUNITY

Member | American Institute of Architects (AIA)
Aberdeen Planning & Zoning Board
Historic Downtown Pocatello Design Committee
Historic Downtown Pocatello BID Board of Directors
Portneuf River Vision Committee

SELECT PROJECT EXPERIENCE

Pocatello Animal Shelter | Pocatello, ID
New City Hall | Chubbuck, ID
Bonneville Commons Neighborhood | Pocatello, ID
Lookout Point | Pocatello, ID
Petersen Building Renovation | Pocatello, ID
Tribal Four Directions Treatment Center | Fort Hall, ID

PROJECT MANAGER AND KEY STAFF



Jaren Hope PLA, ASLA
LANDSCAPE ARCHITECT

Jaren has had a love for outdoor spaces for as long as he can remember, and this led him to Utah State University where his passion was deepened as he earned his Bachelor Degree in Landscape Architecture. While at Utah State University Jaren served as an officer for the student ASLA. His talent in 3D modeling, rendering, and animation along with his drive to learn new technologies spills into all phases of the projects he works on.

EDUCATION

Bachelor of Landscape Architecture | Utah State University

LICENSES

Licensed Landscape Architect | ID #LA-16906

PROFESSIONAL AFFILIATIONS

Member | American Society of Landscape Architects (ASLA)

SELECT PROJECT EXPERIENCE

New City Hall | Chubbuck, ID

Lookout Point | Pocatello, ID

Juniper Hills Country Club Renovations | Pocatello, ID

Water Pollution Control Facility | Pocatello, ID

ISU Alumni & Visitor's Center | Pocatello, ID

ISU Centennial Patio, College of Pharmacy | Pocatello, ID

Boys & Girls Club Recreation Center | Elko, NV

Downtown Montpelier Revitalization | Montpelier, ID

CSI Auto-Ag Diesel Mechanics Facility | Twin Falls, ID

A. QUALIFICATIONS



Holly Horsch Frankel ASID, NCIDQ
INTERIOR DESIGNER

Having lived in Europe and the American Northwest before returning to Idaho, Holly Frankel brings a broad background to Myers Anderson Architects. She has designed a variety of interiors including custom homes, fire stations, medical facilities, and military installations. A strong knowledge of the design industry, attention to detail and resourcefulness enable her to create beautiful spaces that are both comfortable and efficient. She is committed to problem solving through this collaborative design process.

EDUCATION

Bachelor of Business Administration, Marketing | Idaho State University

Associate of Arts, Interior Design | Bellvue College

PROFESSIONAL AFFILIATIONS

Member | American Society of Interior Designers (ASID)

SELECT PROJECT EXPERIENCE

Pocatello Animal Shelter | Pocatello, ID

New City Hall | Chubbuck, ID

Juniper Hills Country Club Renovations | Pocatello, ID

Water Pollution Control Facility | Pocatello, ID

ISU Alumni & Visitor's Center | Pocatello, ID

Boys & Girls Club Recreation Center | Elko, NV

Timbers Community Center | Island Park, ID

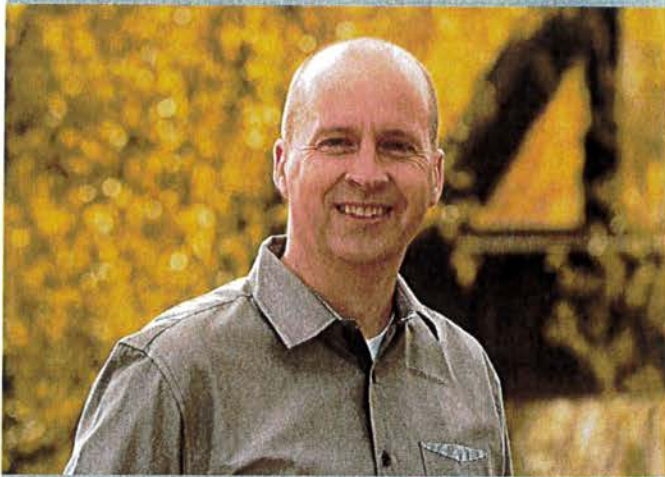
Bear Lake County Courthouse | Paris, ID

Lincoln County Courthouse Renovations | Shoshone, ID

CSI Building Renovations | Twin Falls, ID

SCPHD Mini-Cassia Facility | Heyburn, ID

PROJECT MANAGER AND KEY STAFF



David Porter PE, SE
STRUCTURAL ENGINEER | RIDGE STRUCTURAL

David has been involved in construction from an early age. Since his formal education focused on structural engineering, he has experience in a wide range of project types. He has completed large and multi-story structures constructed of steel, wood, concrete, and masonry for both private developers and government entities. Many of these structures are located in seismically active, high snow load areas. His diverse project background provides a basis to deliver practical and cost-effective solutions.

EDUCATION

Master of Science in Civil Engineering | Idaho State University

Bachelor of Science in Civil Engineering | Idaho State University

LICENSES

Professional Engineer | ID #P-14134
NE, MT, NV, WA, AZ, UT, WY, CO, OR, NM, TX, FL, OK

PROFESSIONAL AFFILIATIONS

Member | American Institute of Steel Construction (AISC)
National Council of Examiners for Engineering and Surveying (NCEES) Record Holder

SELECT PROJECT EXPERIENCE

Juniper Hills Country Club Renovations | Pocatello, ID
Teton Lakes Deck | Rexburg, ID
Boys & Girls Club Recreation Center | Elko, NV
New City Hall | Chubbuck, ID
Chubbuck City Animal Control Facility | Chubbuck, ID
ISU Alumni & Visitor's Center | Pocatello, ID

A. QUALIFICATIONS



Dave Hansen PE
MECHANICAL ENGINEER | ENGINEERED SYSTEMS ASSOC

Dave Hansen is a licensed mechanical engineer with 30+ years of experience in the consulting engineering profession. He became a partner at Engineered Systems Associates in 2021 and is the managing principal for the firm. He is responsible for project management, scoping projects, writing proposals, directing design teams, and quality control. He has a variety of work experience including educational, commercial, institutional, industrial, and municipal.

EDUCATION

Associate Degree in Mechanical Engineering | Ricks College

Bachelor of Science in Mechanical Engineering | University of Utah

LICENSES

Professional Engineer | ID #P-18184
UT, WY, NV, MT, WA, NY, CO, CA, AZ, NM, AR, IL

PROFESSIONAL AFFILIATIONS

Member | American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE)

SELECT PROJECT EXPERIENCE

Tributary Golf Course Clubhouse Addition | Driggs, ID
Soldier Hollow Golf Course Clubhouse Kitchen Renovation | Midway, UT
Sublette County Golf Storage | Pinedale, WY
Parkway Clubhouse | Idaho Falls, ID
Golden Forest Clubhouse | Springfield, UT
ISU Alumni & Visitor's Center | Pocatello, ID

PROJECT MANAGER AND KEY STAFF



Matthew N. Bradley PE
ELECTRICAL ENGINEER | MUSGROVE ENGINEERING

Matt has over 32 years of experience in the electrical engineering field designing a wide array of project types including private, commercial, single-family residential and multi-family developments, industrial facilities, water and wastewater infrastructure, K-12 educational facilities, higher education institutions, sporting venues, energy efficient lighting retrofits and hospitality projects.

EDUCATION

Bachelor of Science in Electrical Engineering | Boise State University

LICENSES

Professional Engineer | ID #P-13299
AZ, CA, CO, MT, NM, OR, SD, UT, WA, WY

AWARD

2014 Northwest Trade Ally Network Award

SELECT PROJECT EXPERIENCE

ISU Alumni & Visitor's Center | Pocatello, ID
Lookout Point | Pocatello, ID
New City Hall | Chubbuck, ID
Lincoln County Courthouse Renovation | Shoshone, ID
Bear Lake County Courthouse | Paris, ID
New Animal Control Facility | Chubbuck, ID
Boys & Girls Club Recreation Center | Elko, NV
Harriman State Park Lighting Retrofits | Island Park, ID
Teton Raptor Center | Wilson, WY
Maeck Education Center | Idaho Falls, ID

A. QUALIFICATIONS



Jake Poulsen PE
SITE CIVIL ENGINEER | KELLER ASSOCIATES

Jake Poulsen is an accomplished Site Civil and Transportation Project Manager with a background in municipal and commercial site development. His proficiency spans stormwater management, site grading, parking layouts, ADA compliance, utility infrastructure, wastewater collection systems, and domestic water supply systems. Having successfully completed over 50 development projects across the Pacific Northwest, Jake's in-depth understanding of infrastructure development extends seamlessly into site planning, reflecting a holistic approach to project execution.

EDUCATION

Bachelor of Science, Civil Engineering | Boise State University

LICENSES

Professional Engineer | ID #21258

PROFESSIONAL AFFILIATIONS

Member | American Council of Engineering Companies

SELECT PROJECT EXPERIENCE

Nobel Learning Center | Meridian, ID
Hill's Century Farm Clubhouse | Meridian, ID
IDOC Pocatello Re-Entry Center Land Planning | Bannock County, ID
IDOT D4 Administration Site | Twin Falls, ID
Ammon Conservation Park | Ammon, ID
Eagle City Hall Expansion | Eagle, ID
Centennial Plastics Manufacturing Facility | Nampa, ID
Meritage Apartments | Meridian, ID

SIMILAR PROJECT EXPERIENCE

MAECK EDUCATION CENTER TAUTPHAUS PARK ZOO | IDAHO FALLS, ID

This new 4,400 square foot facility was designed to tie-in with the adjacent buildings in Tautphaus Park, while using materials that connect it to its natural environment. Elements including dark cultured stone and wood timbers are reminiscent of the volcanic basalt rock, forested mountains, and historic log cabins of the region. The interior colors and finishes were selected with natural elements in mind and include: clear sealed concrete, solid live edge wood, clear sealed wood planks, and natural toned colors. The goal of the design was to bring the natural beauty of the outdoors to the inside of the facility.

Flexibility was also a key component of the design, allowing for use by various user groups of differing sizes, ages, and demographics. The building is comprised of three meeting/classrooms designed to facilitate 25-30 students, but also allowing for all three spaces to open up into one large event space able to accommodate 150 people. Each of the three classrooms are separated by folding operable panel partition walls that allow separation visually and acoustically from room to room. Additionally, two spaces can be combined into one, affording for a wide range of classroom sizes and functions. The classroom spaces are all equipped with counters that include sinks and faucets that allow for a variety of learning opportunities. The flooring surfaces throughout the classrooms are a blended rubber/carpet material that resists staining and are easily cleaned of spills.

In order to keep ongoing use and maintenance costs down, the building was designed with many energy efficient features, including: LED lighting, daylight sensors, occupancy sensors, and building management controls. This allows the users to reduce lighting electricity usage to the minimum necessary. Heating and cooling systems are simple forced air systems utilizing natural gas for heating, allowing for high efficiency ratings and easy maintenance.

This facility received the Idaho Recreation Association's Outstanding Facility Award in 2019.

A. QUALIFICATIONS



SIMILAR PROJECT EXPERIENCE

JUNIPER HILLS COUNTRY CLUB PHASED RENOVATIONS | POCA TELLO, ID

Juniper Hills Country Club is a privately owned country club offering numerous amenities including golf, swimming, and tennis.

Myers Anderson has been working with the club for many years on various projects. In 2006 Myers Anderson was contracted by the Country Club to develop a ten year masterplan for renovating the various Club owned facilities. The masterplan mapped out a phased approach to remodeling the existing clubhouse and swimming/tennis building.

In 2011 the members voted to move forward with the first phase of a \$3.5 million masterplan. This phase included demolition and replacement of the existing golf pro shop/cart storage building and an addition to the clubhouse. The improvements also included enlarging the dining room and patio along with remodeling both men's and women's locker rooms, the administration office, and providing a new bag drop off area and club house entrance.

The project presented the additional challenge of being located in the Gibson Jack Creek flood plain. Myers Anderson, in working with City of Pocatello Building and Engineering Departments, were able to work through the issues to allow the project to move forward.

In 2013 the members voted to move forward with the second phase of work, which consisted of an addition to the clubhouse kitchen and entrance, along with new kitchen equipment and HVAC, plumbing, and electrical upgrades. Additional interior upgrades included new finishes in the banquet room along with a new fire place. The remaining exterior finishes that were not upgraded in the first phase of work were also completed, giving the entire facility a cohesive appearance.

A. QUALIFICATIONS



SIMILAR PROJECT EXPERIENCE

NEW CITY HALL | CHUBBUCK, ID

The City of Chubbuck knew they needed a new building to accommodate their growing spatial needs, but they also had the wisdom to dig deeper to determine if they needed something beyond just a building. Having been built out as an auto dependent suburb and with no historic fabric, downtown, or any architectural landmarks or public spaces, the city needed not just a certain quantity of functional square footage, but a civic icon and a heart for their community.

With a huge undeveloped but centrally-located site, the design team's first task was to lay out streets and public spaces in which Chubbuck's downtown could grow. The initial phase involved creating a street plan to divide the existing large blocks, developing street sections, and selecting trees and light fixtures. In front of City Hall, the team developed a variety of outdoor spaces including a large plaza, a bermed amphitheater, open lawn, walkways, and garden areas. This mix of typologies accommodates the city's desire to be able to host diverse types of programs, but they are all tied together and anchored by the formal symmetry of the central plaza, which defines and brings order to the newly created public space.

The appearance of the building and its architectural character had elevated importance, because not only would it be Chubbuck's most prominent civic building and catalyze downtown development, but it was an opportunity to create identity and sense of place for a community that was almost completely lacking in landmarks or architecturally significant buildings. The design created by Myers Anderson stands clearly in the tradition of formal civic buildings, but carries it forward using contemporary materials and crisp details that reflect its own time and place. One specific request by the city was to incorporate an exterior clock on the façade, which was made translucent and suspended between the columns of the portico giving it a lightness and allowing it to be viewed from the inside of the building and cast shadows into the lobby.

The new City Hall conveys Chubbuck's desire to enhance the lives of its citizens and to enrich the place that they love for generations to come.

A. QUALIFICATIONS



SIMILAR PROJECT EXPERIENCE

A. QUALIFICATIONS



ANIMAL SHELTER | POCATELLO, ID

The City of Pocatello's existing animal shelter facility was deteriorating, undersized, and unable to meet Pocatello's needs in a healthy and effective manner. In response to this problem, Myers Anderson Architects designed a new 16,000 square foot facility that will meet local needs in a beautiful, comfortable environment for the next 30 years.

The design includes administrative space, animal holding areas, exercise yards, a community education center, numerous support function facilities, and an attractive and centrally located adoption center. The facility is designed to increase animal health and adoptions while decreasing animal stress, disease, and euthanasia rates. Animal holding areas use many techniques to ensure a healthy, sanitary environment including individual kennel drains, quarantines and isolation areas, individual ventilation of cat cages, and indoor-outdoor dog kennels for easy cleaning.

The adoption center is placed front and center and provides a pleasant, inviting environment where the public can view and interact with animals ready for adoption. It includes glass-front adoption kennels and cages, bonding rooms, creative play areas, retail space, adoption services, and reception areas.



LAWS, REGULATIONS & APPROACH

LAWS AND REGULATIONS

Early in the establishment of our firm, we made a conscientious decision to work in the public sector. We have always felt a great sense of satisfaction working to better our communities and those who serve them. Through the course of this work we have developed a solid understanding of all local, state, and federal laws and regulations regarding public works projects.

Throughout the design process, we will ensure that the new facility meets all applicable codes and requirements as well as any additional jurisdictional requirements following plan review. In addition, Myers Anderson will facilitate the public bidding process. This entails distribution of bid documents and applicable information to all interested parties and assistance with the public bid opening. Myers Anderson will carefully review the bid results with City Representatives to ensure that all regulatory, licensing, and insurance requirements have been met prior to project award.

DESIGN PHILOSOPHY

Myers Anderson prides itself on its strong client focus. We see design as a service, and therefore our primary aim is to listen to our clients and understand their needs and goals. Myers Anderson has developed a reputation for flexibility in design and a progressive yet practical approach. We are eager to provide designs that enhance our cities and serve our neighbors well, while at the same being sensitive to the reality of constraints on time and budget.

DESIGN APPROACH

The kick-off meeting for the project is one of the most crucial meetings. Once we have been notified of your intent to award the project we will assemble the entire design team, including our consultants and all project stakeholders. In this meeting we review the project budget, goals, issues, constraints, opportunities, schedule, and the building program. This allows all involved to have a clear understanding of the goals and expectations, and develops a distinct path forward ensuring the success of the project. This kick-off meeting also acts as an initial information



A. QUALIFICATIONS

gathering meeting allowing the stakeholders to provide any pertinent project information, project specific expectations, and validation of the course forward.

Following the kick-off meeting our team will conduct a thorough evaluation of the existing conditions and current program requirements.

Key items to consider for this project include:

- Clear understanding of the City's Vision
- Scope and budget of the project
- Specific project priorities
- Understanding of time frames

Beginning the project with this formative ground work laid ensures that all parties are on the same page with the direction of the work well understood, which can eliminate many potential issues before they even arise.

PROGRAM AND DESIGN DEVELOPMENT

Once a thorough analysis of the existing conditions has been completed, we will hold a project design charrette on site with the entire design team. We will present the findings from our initial analysis and begin pulling together the ideas, main project goals, and requirements from the building stakeholders and project team. Through our participatory planning process, we may suggest various thoughts, ideas and options for consideration; however, we will not dictate, as we believe working together we can develop the best solution. Through open communication a program or scope of work will be quickly established. All appropriate individuals/entities will be brought together along with the accumulation of all available relevant information. Through open communication a definitive program or scope of work will be established, with a clearly defined scope and budget estimates.

More specifically, we will sit down with you and carefully go through the following steps to ensure that our initial focus is on target and that all parties understand the desired results;

1. Meet with all stakeholders to validate the program goals and objectives.
2. Validate the schedule for design and construction completion.
3. Validate the available funding for the project and that the budget and scope of work match. There are many factors that drive costs. We will provide the information and guidance needed for sound decision making.
4. Thoroughly review alternative solutions, materials, and systems in maximizing the available funding.

APPROACH

5. Execute the design and construction documents in a clear and concise manner to facilitate effective bidding and construction of a great project.

MANAGEMENT

The Myers Anderson Team brings a strong local presence to this project. Richard Creason will be the Principal Architect assigned to this project with the assistance of Ben Ledford, as Project Architect. Together they will coordinate all the scheduling and planning of all design activities ensuring the project is completed in a timely manner with all determined deadlines being met. Ben will be the primary point of contact for this project during the design and construction phases. The collaborative environment within our firm ensures that multiple individuals will be intimately involved in the problem-solving, design and completion of this project. This type of organization assures you of the daily personal involvement of one of our licensed professionals supported by a team of experts.



We are a highly collaborative team. Everyone involved in the project brings a distinct area of expertise to the team and capitalizing on that expertise is what the design process is all about. We welcome and expect active participation throughout the process and recognize that active collaboration results in better projects. Collaboration not only ensures that your interests are represented, but it also makes for a more enjoyable process, which we feel is equally important to a project's success.

COST CONTROL

We rely on design skill – not inflated budgets – to create great architecture. Good design is a matter of creativity and discipline, not pure dollars. We take great effort to develop design solutions that are build able and economical, but we don't believe "sensible" has to mean "dull." We are eager to provide designs that enhance their environment, while at the same time being sensitive to the reality of constraints on time and budget. Our responsibility is to help you steward your resources to best meet your needs and design a

A. QUALIFICATIONS

building that meets your budget. If estimated cost overruns are discovered at the program and/or cost checks, it is our responsibility to undertake an internal constructibility/value engineering effort to correct the problem. Our method entails production of an unrestrained list of potential cost reductions. This list addresses the program impact, the potential cost savings, the pros and cons of such change, and our recommendation. The list is reviewed by the stakeholders and jointly we decide what action to take. Our standard constructibility/value engineering methodology is cyclic and includes reviewing, brainstorming and dialogue. When followed, the method reveals options, opportunities, and savings. We understand that cost is not the only item to consider when value engineering occurs. The design team analyzes performance versus cost for program items such as architectural finishes, building skins, and roofing systems.

QUALITY CONTROL

A well-planned project can quickly get off track without a management system that recognizes the multiple layers of communication inherent in today's complex multi-discipline designed projects. You can rely on the Myers Anderson team to effectively manage and coordinate the efforts of the entire design team. We believe in an open book process where all parties are expected to contribute to the success of each and every phase of the project.

Our team conducts in-house reviews during the design phase to help limit the number of change orders. Our customary design process is for all projects to be subject to frequent critiques during the design phase by principal and senior designers both within and outside the project team.

Clear and complete construction documentation is a major control factor in reducing the number and severity of change orders. In leading the design team, we accept the responsibility to provide the contractor with well-coordinated drawings that reduce unknowns and leave little guesswork.

CONSTRUCTION ADMINISTRATION

Construction Administration is a key aspect of the Design Professional's responsibility. During construction the Project Manager assigned to your project will visit the project site as frequently as necessary to determine the progress of the project, the quality of work, and compliance with the plans and specifications. We will also organize monthly meetings with the contractor, applicable subcontractors, and Owner representatives. These meetings are essential, keeping all parties up to date on the construction status and addressing any issues or concerns before they become problems.

SCHEDULE

SCHEDULE

Developing and maintaining the project schedule is essential to the success of any project. Design timelines must not be rushed so as to allow the Owner and designers time to understand and interpret the project goals and vision. Questions and ideas must be discussed, and decisions made that reflect that vision. Sound judgment, grounded by experienced professionals, will allow the entire team to maintain progress and meet major milestones.

As a management strategy we utilize a variety of project controls to keep the design team informed of critical items and events that could affect the project progress. This allows us to stay on track in meeting your needs. The key to scheduling is communication, communication, communication!

In the project kickoff meeting we will develop an overall project schedule. Within this overall project schedule we will list sub-tasks and milestones that will include budget, scope, and review deadlines, as well as allocation of time for any required jurisdictional reviews.

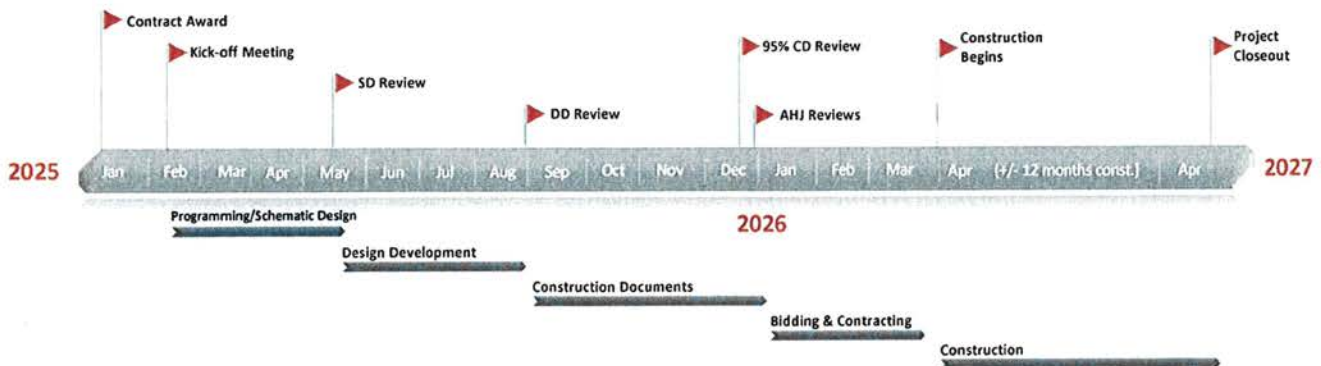
We understand that a project is not a straight line to completion, there will be unforeseen conditions that will need to be addressed throughout the design process. If the project requires a scope shift we will discuss as a team the

A. QUALIFICATIONS

need for potential schedule adjustment. This discussion will happen promptly after the scope change is identified.

Below is a proposed design schedule for your review and consideration.

PROPOSED SCHEDULE





ISU REC CENTER ADDITION | POCATELLO, ID

B. ATTACHMENT 2

B. ATTACHMENT 2

ATTACHMENT 2 PROPOSAL SCHEDULE

SEALED PROPOSALS DUE: Friday, December 13, 2024 on or before 10:00 am MST
This completed Proposal Schedule must be submitted with your Proposal.

FIRM: Provide Firm's name and contact information of the office where your project team will be located, and from which the work for this assignment will be conducted in the spaces below.

Firm Name: Myers Anderson Architects, PLLC
Mailing Address: 122 South Main Street, Suite 1, Pocatello, ID 83204
Physical Address: 122 South Main Street, Suite 1, Pocatello, ID 83204
Contact Telephone: (208) 232-3741
Contact E-Mail: richard@myersanderson.com

QUESTIONNAIRE: If you answer yes to any of the following questions, provide complete explanation on a separate sheet of paper:

Has your firm ever been denied coverage or had coverage terminated or cancelled by any insurer during the past five (5) years? (If so, please state the company, date, reason and specific details.)

☐ YES ☒ NO

Within the past five (5) years has your current firm or any predecessor organization been involved as a party or filed a claim in any bankruptcy, litigation, mediation or arbitration proceedings?

☒ YES ☐ NO

COMPLIANCE: Initial below to indicate your ability to comply with the Request for Qualifications.

RC Firm has included as part of their proposal, the required statements of qualification as described herein.
RC Firm has included as part of their proposal, a copy of all required licensure as described herein.
RC Firm has read and understands the project terms and scope as described herein.

I hereby certify that all information provided to the City of Pocatello as part of this responsive bid is accurate and complete.

Signature: 

Date: 12/12/2024

Printed Name: Richard Creason

Title: Principal Architect

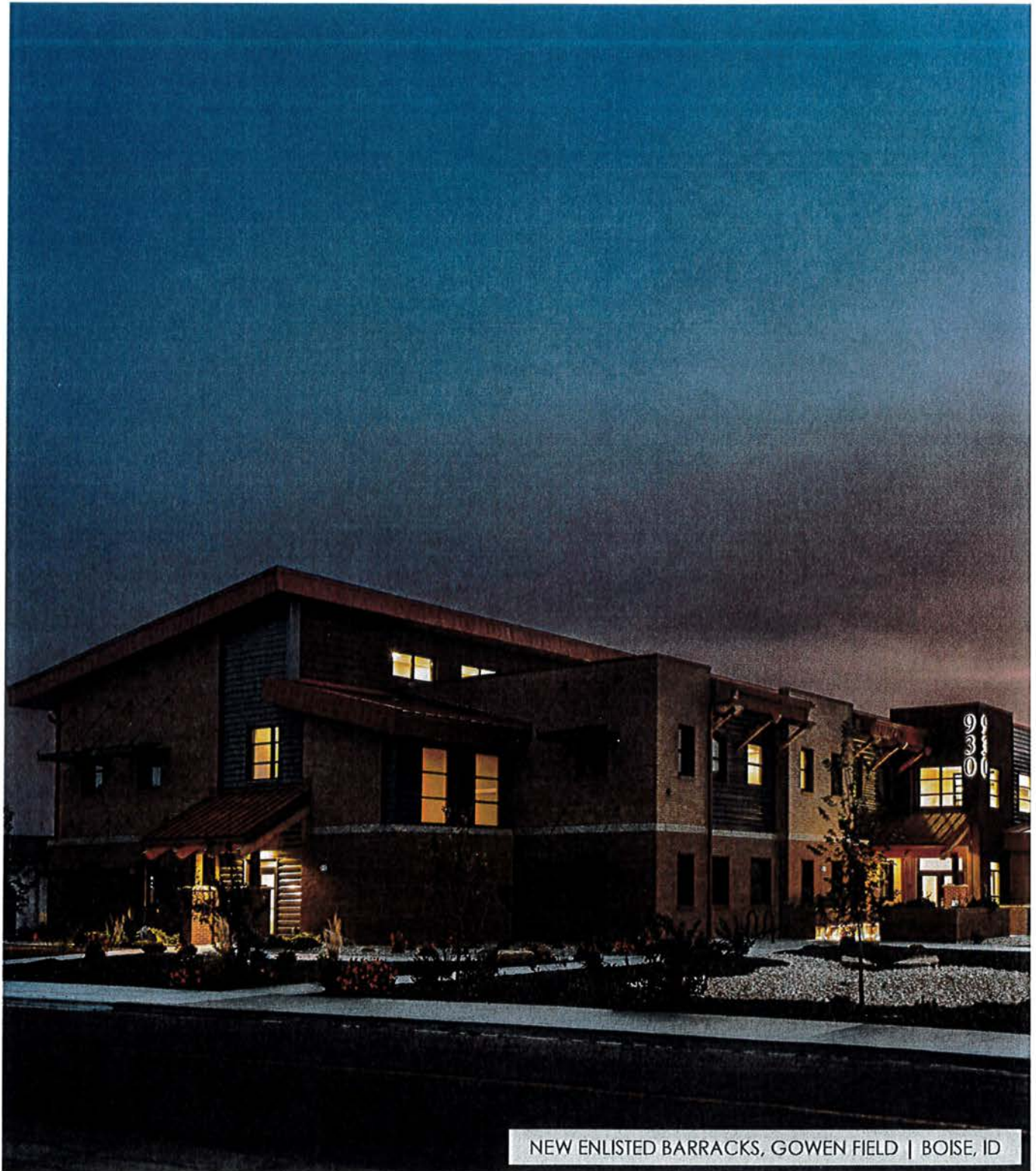
B. ATTACHMENT 2

Within the past five (5) years has your current firm or any predecessor organization been involved as a party or filed a claim in any bankruptcy, litigation, mediation or arbitration proceedings? Yes, please see further explanation below.

In 2019, Myers Anderson was served a claim by a client. This claim stated that Myers Anderson had intentionally and fraudulently designed a building over their desired budget. The owner developed the program, the owner selected the Construction Manager, who held responsibility for cost estimation on the project. The owner simply determined that he could not afford the building he wanted and had changed his path. The client was seeking full repayment for all A/E fees paid, including payments Myers Anderson made to consultants the client had previously directly contracted with. Myers Anderson made every attempt to assist the client in design, redesign, phasing, and construction of their new building. This claim was disputed in total and a settlement was negotiated through mediation.

In 2021, Myers Anderson was served a claim by a subcontractor. This claim stated that Myers Anderson had knowingly and intentionally instructed the subcontractor remove lead-based paint from wooden pillars leading to personal injury of the contractors. This claim was disputed in total and court proceedings were pursued. There was no material fact to this claim and the court dismissed the case with prejudice.

Myers Anderson has no other claims in our history.



NEW ENLISTED BARRACKS, GOWEN FIELD | BOISE, ID

C. LICENSING



RICHARD CHARLES CREASON
Architect License
AR-985241

Expires: 02-Aug-2025

Russell S. Barron
Russell Barron
Administrator



Division of Occupational and Professional Licenses
Department of Self Governing Agencies

The person named has met the requirements for licensure and is entitled
under the laws and rules of the State of Idaho to operate as an

ARCHITECT

BENJAMIN HENRY OTIS LEDFORD
422 N GARFIELD AVE
POCATELLO ID 83204

Russell S. Barron
Russell S. Barron
Division Admin

AR-985415
Number

01/17/2025
Expires



HISTORIC RAILYARDS ROUNDHOUSE | EVANSTON, WY

D. AMENDMENTS

D. AMENDMENTS



ATTACHMENT 1 RESPONDENT QUESTIONS

INQUIRIES DUE: Monday, December 9, 2024 on or before 10:00 am MST

The following instructions shall be followed when submitting questions using the question format on this page.

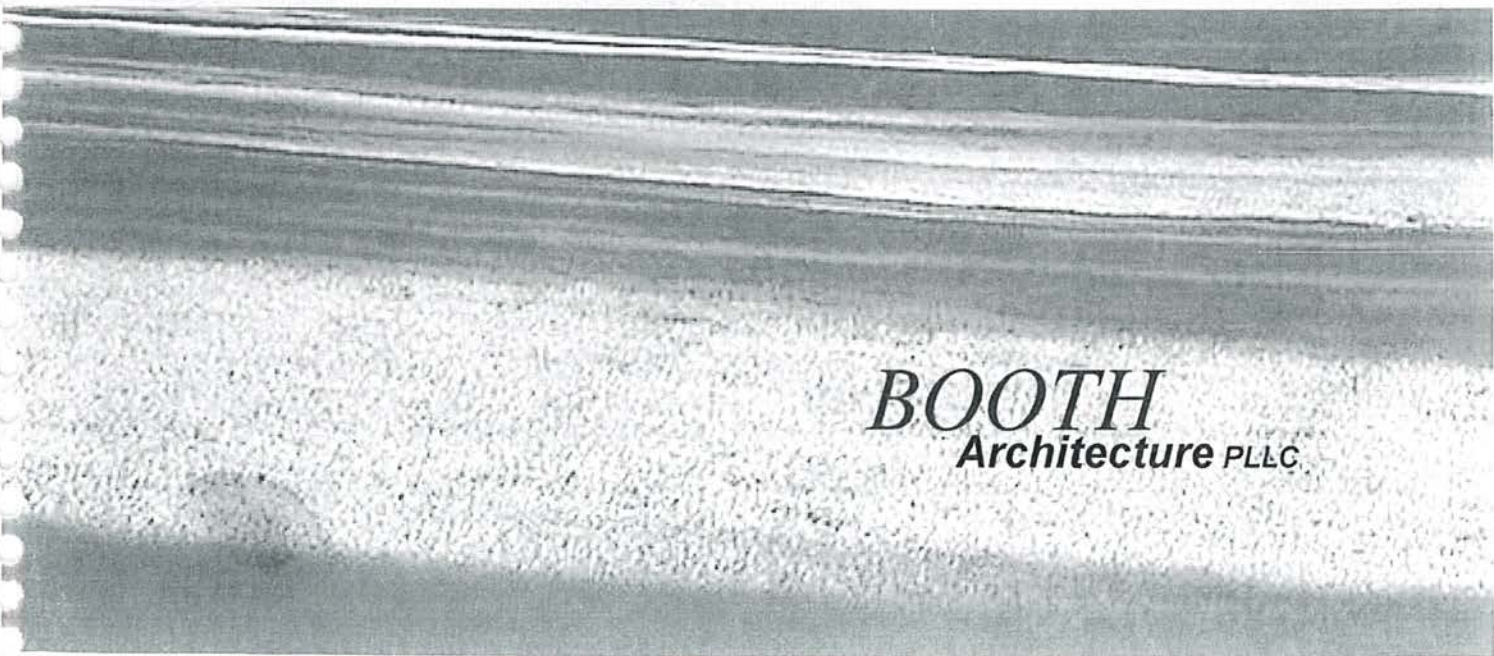
1. DO NOT CHANGE THE FORMAT OR FONT. Do not bold your questions or change the color of the font.
2. Enter the RFQ section number that the question pertains to in the "RFQ Section" field (column 2). If the question is a general question not related to a specific RFQ section, enter "General" in column 2. If the question is in regards to an attachment, enter the attachment identifier (example "Attachment X") in the "RFQ Section" (column 2), and the attachment page number in the "RFQ Page" field (column 3).
3. Do not enter text in the "Response" field (column 5). This is for City use only.
4. Once completed, this form is to be emailed per the instructions in the RFQ. The email subject line is to state "RFQ: Architectural Services."

	RFQ Section	RFQ Page	Question	Response
1	General	-	How many printed copies are needed? Do they need to be in a sealed envelope.	The RFQ inadvertently makes no mention of copies or envelope requirements. As such, please simply submit at least one completed packet. However, the original packet plus three copies submitted in a sealed envelope is encouraged.
2	General	-	How many printed copies of the response should we submit?	Please refer to Response #1 above.
3	General	-	Is a digital copy desired as well?	A digital copy is not required, but may be included on a zip drive as part of your submission. This inclusion will not affect the scoring process.
4	Attachment 2	8	Should Attachment 2 be named Proposal Form rather than Proposal Schedule? If so, will you please provide an updated document for inclusion in the response?	The term "schedule" as it is used in "Proposal Schedule" is defined as 'an appendix to a formal document.'
5				
6				
7				
8				



PROFESSIONAL ARCHITECTURAL SERVICES

REQUEST FOR QUALIFICATIONS
CITY OF POCATELLO, IDAHO

A black and white photograph of a landscape occupies the bottom half of the page. It shows a wide, straight road or path that stretches from the foreground into the distance. The road is flanked by fields or grassy areas. In the background, there are rolling hills or mountains under a light sky. The overall tone is serene and open.

BOOTH
Architecture PLLC

BOOTH
Architecture PLLC

December 13, 2024

City of Pocatello
Pocatello, Idaho 83201

Re: Riverside Clubhouse

On behalf of Booth Architecture PLLC we truly appreciate the opportunity to submit on this project. We have read the RFQ, feel we are qualified and excited to provide our services for this project.

Booth Architecture has a great deal of experience with projects of this nature, size and scope. We also have a long-lasting relationship with the City of Pocatello and are very fortunate to have been selected on numerous past City projects. I feel our selection has been based on our ability to listen as well as understanding the City's expectations. On many occasions we incorporate owner provided items and services into the project to meet budgeting and scheduling. This mind set has earned us numerous repeat clients as we have become the architect of choice for many such as the City of Pocatello, Bannock County, Portneuf Health Trust, and Mountain View Hospital.

Municipal projects such as this require unique balance to appease the local community. To achieve this, we must produce an attractive building without going overboard, select quality products without gold plating, and provide the community with something they are proud of without breaking the bank. Booth Architecture can achieve this.

We have deep roots in the community and are committed. Our current schedule would allow us to start right away. I feel we could design throughout the winter and be ready for early spring construction.

Our team is a great fit for this project, and we look forward to working with you.

Cordially,

Ted Booth, Architect, AIA
Booth Architecture PLLC
ted@bootharchitecture.com

340 E. Clark St., Ste. A
Pocatello, ID 83201

P 208.233.4548 | F 208.233.0263
www.bootharchitecture.com

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TAB ONE
BASIC QUALIFICATIONS

BOOTH
Architecture PLLC



340 E. Clark St., Ste. A
Pocatello, ID 83201

208.233.4548 | 208.233.0263
www.bootharchitecture.com

Booth Architecture first opened its doors in 2004 but carries an abundant amount of knowledge well beyond this period. Some of the expertise comes from a previous partnership with Wallace & Booth Architects and experience at Wallace-Hudson & Associates. Throughout the years, Booth Architecture has been involved with several projects changing in size and intricacy.

Although the staff is small, it contains a great deal of care and skill. Our small staff has given our clientele a more personal experience and trust in knowing that their project will not be handed down the chain of command. Being smaller allows us to have tighter communication and straight forward management of projects. We take pride in satisfying our clients by designing a final product well beyond their desires. With our great dedication, we have created a professional and long lasting relationship with each client.

Our team consists of Ted Booth (Architect/Principal), Kelsey Stenersen (Design Professional), and Julie Snelders (Office Manager). Along with our in house staff, we have a skilled and proficient group of engineers and consultants capable to attack the most challenging projects. We all come together to make an elite team with dedication, commitment, and innovation.

Booth Architecture, PLLC has acquired comprehensive experience in a wide scope of architectural design, including but not limited to commercial, institutional, medical, governmental, residential, and community projects. Booth Architecture has the ability to provide the reliable local representation that will result in a successful project.

We provide our clients with the finished product that they envisioned. With us, the client is our number one priority; we listen to their dreams, see their vision and indulge them at every possible turn. Regardless of the project size, individualized attention is given from concept to completion.

Booth Architecture understands that communication between architect, owner and builder is the key to the success of any project. We utilize computer aided design, enabling the firm to work on all sizes of projects, while providing clients with the personal service they deserve.

TAB TWO
SPECIFIC QUALIFICATIONS

BOOTH
Architecture PLLC

ROLES AND RESPONSIBILITIES**SPECIFIC QUALIFICATIONS**

TED L. BOOTH, PRINCIPAL ARCHITECT (PA) PRINCIPAL IN CHARGE (PIC)
[Booth Architecture]

Ted will lead the project team through oversight of project decisions, confirming that even small decisions work to achieve project goals. Ted will continually monitor and commit team resources to maintain an outstanding service level and will attend and co-lead meetings during the design of the project. He will have a continual presence throughout the project.

KELSEY A. STENERSEN, ARCHITECTURAL APPRENTICE
[Booth Architecture]

Kelsey will work under the supervision of Ted Booth and work with the team through the design phase.

[THE PROPOSED ENGINEERS MAY BE SUBSTITUTED AT THE REQUEST OF THE OWNER]

RON RICE, MECHANICAL ENGINEER
[Gate City Engineering Services]

Ron has the responsibility to assure that the HVAC and plumbing design strikes the best balance between the requirements of the user and the budget.

TODD PAYNE, ELECTRICAL ENGINEER
[Payne Engineering]

Todd designs complete electrical systems for industrial and commercial projects. His duties include: lighting system analysis, fault current calculations, engineering studies, design of fire alarm, audio visual and grounding systems, supervision of drafting personnel, preparation of technical documents, specifications, system cost, evaluations and necessary code compliance along with field observations through the course of construction.

DAVID PORTER, STRUCTURAL ENGINEER
[Ridge Structural Engineering]

David and his firm are responsible for providing the design team with timely feedback on the structural implications of designed features and to document any structural provisions necessary to support the final design.

Brady Smith, CIVIL ENGINEER
[AVYANT]

Brady will bring his knowledge and working experience with coordination of local agencies. He and his team support the overall project with design work to confirm and/or create parking and building access and to resolve any storm water drainage issues that may exist on the site.

SPECIFIC QUALIFICATIONS

PROJECT TEAM



TED L. BOOTH | Ted@bootharchitecture.com

A.I.A. Principal Architect | Booth Architecture PLLC | 208.233.4548

Ted Booth wears many different hard hats to oversee the project is completed with satisfaction. He begins by working with his clients to acquire their essential needs. The production then begins with his creative designs and drawings. Mr. Booth unifies the production with the client, engineer, and consultants. Throughout the process of the production, meetings and inspections are consistent. Mr. Booth works meticulously with the client to guarantee their desires are fulfilled.

Professional Status

- Licensed Architect in the State of:
Idaho, Utah
- National Council of Architectural Registration
- Board Certification

Education

Idaho State University [Architecture]
Idaho State University Applied Technology [Advanced CADD]
Phoenix Institute of Technology [Architecture]

Memberships/Organizations

- American Institute of Architects [Past President, Secretary, and Treasurer]
- Greater Pocatello Chamber of Commerce
- Idaho State Alumni
- Idaho State University Bengal Foundations
- Housing Committee
- Board of Appeals – Bannock County and Pocatello

History

Ted Booth began his architectural development in 1988 with an internship at Wallace - Hudson & Associates. Grasping his new license, he formed the partnership of Wallace & Booth Architects. Mr. Booth is now the proud owner of Booth Architecture. He has designed an extensive collection of projects with an array of size and complexity.

Having many years of construction knowledge Mr. Booth has gained a concrete background in practical construction methods. He enhances his professional growth by attending educational classes and has directed workshops on Accessible, Adaptable, and Universal Design.

Board of Architects and Landscape Architects

TED BOOTH
Architect License
AR-93009

Expires: 21-Sep-2025

Russell Barron
Administrator

Filing Type	Limited Liability Company (D)
Status	Active-Existing
Formed In	IDAHO
Term of Duration	Perpetual
Principal Address	340 E CLARK STE A POCATELLO, ID 83201
Mailing Address	STE A 340 E CLARK ST POCATELLO, ID 83201-6345
Initial Filing Date	07/29/2004
AR Due Date	07/31/2025
Registered Agent	Noncommercial 0093518 TED L BOOTH 340 E CLARK STE A POCATELLO, ID 83201

RELEVANT EXPERIENCE

SPECIFIC QUALIFICATIONS

RECENT RELEVANT PROJECTS

Booth Architecture PLLC

2024-CURRENT

Alliance Title Chubbuck, ID	(office)
Bannock County - Annex Pocatello, ID	(remodel, renovations)
Bannock County - Entry Pocatello, ID	(remodel, renovations)
Bannock County - Office Pocatello, ID	(office, classroom)
Bannock County - Tactical Pocatello, ID	(training center, storage)
Beard St. Clair Pocatello, ID	(office building)
BMH - Clifford Clinic Chubbuck, ID	(medical Clinic)
BMH - Entrance Blackfoot, ID	(remodel)
Caribou County Event Center Grace, ID	(event center, fire station)
City Center - Portneuf Health Trust Pocatello, ID	(office)
City of Pocatello - Community Rec Center Pocatello, ID	(addition, remodel)
City of Pocatello - Fuel Station Pocatello, ID	(gas station, car wash)
City of Pocatello - Pickleball Courts Pocatello, ID	(recreation)
City of Pocatello - Water Slide Pocatello, ID	(recreation)
Del Monte Meats Pocatello, ID	(retail, butcher, addition)
ENT Hailey, ID	(medical clinic)
Ferrell's & Lettie's Boutique Chubbuck, ID	(retail)
Gem State ENT Twin Falls, ID	(medical clinic)
Ghost Kitchen Chubbuck, ID	(kitchen)
Hanni Mosque Idaho Falls, ID	(religious)
Mechanical Solutions Pocatello, ID	(office/warehouse, remodel)
Mountain View - Brown Brick Idaho Falls, ID	(nuclear pharmacy, PT)
Morco Construction Pocatello, ID	(office, warehouse)
Morgan Fine Finishes Driggs, ID	(office, warehouse, housing)
Idaho Falls Country Club Idaho Falls, ID	(remodel, revocation)
Idaho Falls Stripmall Idaho Falls, ID	(retail, dentist)
IST Charter School Blackfoot, ID	(institutional)
ISU SIM Lab - Portneuf Health Trust Pocatello, ID	(institutional, medical)
Jackson House Idaho Falls, ID	(youth development)
Portneuf Library Inkom, ID	(library)
Mountain View - Red Brick Idaho Falls, ID	(medical)
Mountain View - Pain & Spine Rexburg, ID	(medical clinic)
Omni Kids Twin Falls, ID	(child development)
Onedia Courthouse Malad, ID	(remodel)
Paramount Surgical Center Pocatello, ID	(surgery center)
SME Steel Pocatello, ID	(paint booth)
Title One Chubbuck, ID	(office)
Twin Falls Ortho Twin Falls, ID	(medical clinic)
Twin Falls Strip Mall Twin Falls, ID	(retail)
Wray Dermatology Blackfoot, ID	(medical, spa)
Yellowstone Plaza Idaho Falls, ID	(restaurant, retail)

SPECIFIC QUALIFICATIONS**RELEVANT EXPERIENCE**

IDAHO FALLS COUNTRY CLUB - REMODEL

Idaho Falls, ID [\$1.6M]

[2024]

This project was truly a design-build team effort. We worked closely with the owner, contractor, and interior designer to transform this 1964 time-capsule into a modern showpiece. We had to measure and recreate plans and elevations of the existing 9,000 sq.ft. building. We were then able to create a 3D model allowing the team to visualize the proposed remodel, surfaces and finishes. The renderings were a great tool for the owner to use for marketing and advertising.

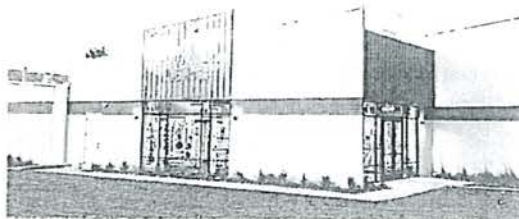


CITY OF POCATELLO

Pocatello, ID [\$1.6M]

[2024]

We have had the pleasure of working on many City of Pocatello projects over the years. One of the most recent was the Parks and Recreation Addition / Remodel. This consisted of an assessment of the existing 26,500 sq.ft. facility and adding a 3,350 sq.ft. fitness area. We also made improvements to the lobby, reception, restrooms, hallways, offices, and exterior. This project was made possible by working with Portneuf Health Trust as a major donor. This was a very satisfying project, and like the Riverside Clubhouse, it will be viewed and used by the public. A few other recent City of Pocatello projects include the Recycle Center (2025), Police Locker Rooms (2024), Pickleball Courts (2024), Waterslide (2024), Fuel Station (2023), Street Department (2019).



BANNOCK COUNTY YOUTH DEVELOPMENT/ EVENT CENTER

Pocatello, ID [\$2.4M]

[2024-2025]

Bannock County is getting ready to break ground on a new facility at the fairgrounds. Consisting of 7,100 sq.ft., it will house the County Event Center offices and a Youth Development Center. The offices and conference room will be the helm of the event center. Separate but attached, is a Youth Development Center with classrooms, offices, and kitchen area. This is one of many recent Bannock County projects. A few others include the County Courthouse / Elections Entry's (2024-2025), Sheriff Tactical Center (2024-2025), Jail Reroof (2023), The Village (2023), Museum Reroof (2022), Courthouse Restrooms (2020).

RELEVANT EXPERIENCE

SPECIFIC QUALIFICATIONS

BEARD ST. CLAIR GAFFNEY - OFFICE

Pocatello, ID [\$3M]

[2024]

Nestled in the new Northgate development is the new home of Beard St. Clair Gaffney. This project is a prime example of taking advantage of the existing site elements. The 6,400 sq.ft. main level serves the owner as well as their tenant. The building was designed so the owner could expand into the tenant space if needed. To take advantage of the natural grades, a partial 2,600 sq.ft. walkout basement was placed on the lower shelf. The building has modern low maintenance exteriors, and breathtaking views of the valley. This is another repeat client as we recently finished their office in Idaho Falls Location in 2021.



PATRIOT SQUARE - ALLIANCE TITLE

Chubbuck, ID [\$2.3M]

[2024]

Alliance Title recently opened their doors in the Patriot Square Complex. This 3,750 sq.ft. building complements the neighboring building exteriors. The interior contains a warm cozy feel to make their clients feel comfortable and at home. We have had the pleasure of creating numerous buildings within the Patriot Square complex. Others include Title One (2024-2025), Wright Physical Therapy (2023), Lettie Boutique / Ferrell's (2023), Factory Direct Flooring (2023), Ameri-Title (2020),



SPECIFIC QUALIFICATIONS

PROJECT TEAM



RON RICE

Mechanical Engineer | Gate City Engineering Services

Professional Status:

- Licensed P.E. in the State of:

Idaho, North Dakota, Wyoming

Education:

Idaho State University [B.S., Engineering, 1982]

Background:

Over 34 years experience in engineering including extensive experience in HVAC and Plumbing design and engineering for industrial, commercial and institutional facilities. Ron is familiar with all types of HVAC and plumbing design as well as computing all the energy calculations to meet compliance. He coordinates all phases of HVAC

projects from design through installation including specifying equipment, calculating loads, duct work and pipe sizing, selection of HVAC equipment including air handlers, pumps, boilers, computer rooms, chillers, cooling towers, exhaust fans, and condensing units.



TODD PAYNE

| payneengineering@gmail.com

Electrical Engineer | Payne Engineering | 208.232.4439

Professional Status:

- Licensed P.E. in the State of:

Idaho, Utah, California, Kansas, Missouri, South Carolina

Education:

Idaho State University [B.S., Engineering, 1992]

Background:

Todd's experience in engineering began in 1987 as a draftsman, where he mastered his drafting skills. He quickly became an electrical designer and managed projects from start to finish. He has worked extensively on health care institutions, secondary education facilities, and nationwide commercial contracts. This nationwide experience has provided a strong technical base. His practical experience along with electrical engineering theory has made Todd an excellent engineer.

Todd's computer skills have allowed him to take advantage of state of the art design tools. He currently uses software to perform energy management design analysis, lighting design and fault current calculations. This is a great asset to Payne Engineering. Todd's ability to communicate and implement his design ideas with others is invaluable. His attention to details and problem solving abilities make Todd a great addition to the professional engineering industry.

PROJECT TEAM**SPECIFIC QUALIFICATIONS****DAVID PORTER** | david@ridgestructural.com

Structural Engineer | RIDGE Structural Engineering | 208.569.5694

Professional Status:

- P.E., S.E. in the State of: **Idaho, Nevada, Arizona**
- P.E. in the State of: **Montana, Colorado, Wyoming**
- P.E. Civil in the State of: **Washington, Oregon**
- P.S.E. in the State of: **Utah, Nebraska**

Education:**Idaho State University** [M.S., Civil Engineering, 2006]**Idaho State University** [B.S., Civil Engineering, 2005]**Background:**

David has been involved in construction from an early age. Since his formal education focused on structural engineering, he has experience in a wide range of project types. He has completed large and multi-story structures constructed of steel, wood, concrete, and masonry for both private developers and government entities. Many of these structures are located in seismically active, high snow load areas. His diverse project background provides a basis to deliver practical and cost-effective solutions. David is the principal in charge at Ridge Structural Engineering; he is responsible for managing the day-to-day operations.

**BRADY SMITH** | avyantbsmith@outlook.com

Civil | AVYANT | 208.705.0798

Education:**Idaho State University** [A.A.S., Drafting & Design Technology]**Background:**

Brady has worked on many civil engineering projects throughout Utah, Idaho, Montana and North Dakota. These projects included designing water systems, sanitary sewer systems, storm sewer systems, site developments, roadways for municipalities, and privately funded projects. He has built working relationships with project regulators, stakeholders, and contractors. Worked as Lead Designer on many subdivisions, roadway designs and site development projects throughout the area. Managed a local engineering firm for several years prior to starting a new company known as AVYANT. Has been involved in civil engineering for his entire 24-year career on projects totaling more than 50 million dollars in construction costs.

TAB THREE
APPROACH TO PROJECT

BOOTH
Architecture PLLC

APPROACH TO PROJECT



Legal Concerns

Booth Architecture is a well-established firm and prides themselves in service to the client. Not only do we not have and pending or unresolved claims, but we have also never had a claim to our insurance company. I feel this can be attributed to our communications skills as attention to detail.

Schematic Design:

Schematic Design will be one of the most crucial portions of this project.

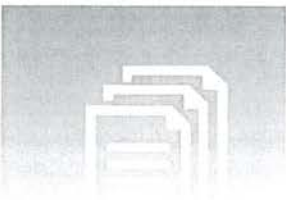


At first glance, it appears we could locate the new clubhouse to either the north or south of the existing facility. This would provide access to the parking area as well as #1 and #10 tee boxes. The location would also allow us to capture the afternoon shade as well as overlooking the golf course. This would also allow the existing facility to remain operational during construction. Once the new clubhouse is completed, the existing clubhouse can be demolished and replaced with newly reconfigured parking. On the occasion that the design conflicts with the golf course play area, we would utilize a landscape architect with golf course experience to assure this is properly addressed.



The above concept is merely our initial assessment. Being the "end user" we value your input, ideas, and consider you part of the design team. We will all work together to establish a program that fits your needs, a site that benefits the area, and provides a great experience for the users.

Design Development:



With an approved plan established, our team will assemble with your team to discuss systems, materials, and methods. At this time, we can discuss the types of finishes, fixtures, lighting, and the pros & cons of each. This allows the selection of low-maintenance materials to best fit your needs and budget, while complementing the surroundings.

Construction Documents:



With the design taking shape, we will assemble the construction documents. This is where we dimension, detail, dot i's, cross t's, and coordinate the various engineering. The construction documents allow bidding, permitting, and construction. We will also provide 3D renderings for your use and display.

Construction Administration:

We will assist with the advertisement to bid, contracts, review, process shop drawings, provide progress observation throughout construction, as well as the final punch list.

Conclusion:

To us, buildings are more than a bunch of bricks. They are a representation of who we are and what we do. We take pride in what we do and will go the extra mile for you. Booth Architecture is a local firm located in Pocatello and vested to community.

TAB FOUR
PAST PERFORMANCE

BOOTH
Architecture PLLC

**BANNOCK
COUNTY**

FACILITIES

Re: Booth Architecture

To whom it may concern,

I am writing to offer my highest recommendation for Booth Architecture, **Ted Booth** and **Kelsey Stenerson**, in their professional endeavors in the field of architecture. I have had the privilege of working closely with them over the past 10 years in the capacity of Bannock County Building Official, Project Manager and Facilities Director, and I can confidently attest to his exceptional skills, dedication, and passion for architecture.

Ted Booth, is a highly skilled and experienced professional. His work reflects a deep understanding of design principles, an innovative approach to problem-solving, and a strong commitment to creating spaces that are both functional and aesthetically pleasing. Ted's ability to lead teams and mentor his staff, including Kelsey, has made a significant impact on the success of our projects. He combines technical proficiency with creative vision, and his attention to detail ensures that every aspect of a project meets the highest standards. Ted's collaborative spirit and ability to communicate effectively with clients, contractors, and team members make him a standout leader in the field.

Kelsey Stenerson, as an architectural apprentice, has demonstrated exceptional customer service and an eagerness to grow within the profession. Kelsey's ability to grasp complex architectural concepts quickly and apply them in practice is impressive. Throughout her apprenticeship, Kelsey has shown great attention to detail, a strong work ethic, and a natural aptitude for design. I have been particularly impressed by Kelsey's enthusiasm for design exploration, coupled with a grounded understanding of practical requirements. She is a team player who takes feedback with grace and strives to satisfy her client.

Booth Architecture possesses a strong ethical foundation and approach their work with integrity. Their commitment to modern design and creating meaningful spaces is evident in every project they are involved in. I am confident that both of them will make significant contributions to the architecture profession and continue to evolve as leaders in the field.

It is without reservation that I recommend Booth Architecture in all aspects of the construction field. I am certain that they will both bring immense value to any team, project, or organization they are a part of. Should you require any further information or wish to discuss their qualifications further, please do not hesitate to contact me.

Sincerely,

Daniel Kendall
Bannock County Facilities Director
danielk@bannockcounty.gov

PAST PERFORMANCE



December 6, 2024

To Whom It May Concern,

I am writing to offer a recommendation for Booth Architecture from Pocatello, Idaho.

I worked with Ted and Kelsey during the renovation of our clubhouse at the Idaho Falls Country Club (IFCC), which took place between September of 2023 and March of 2024. The property was built in the 1960's and was in dire need of a major remodel.

The first thing we needed to do to was develop an exterior design. Over the years the clubhouse had been covered with vinyl siding and was painted in a monochromatic scheme. We sat down with Ted and Kelsey and shared our vision with them, which was a return to a Mid-Century Modern design aesthetic in keeping with the original architecture. They really delivered. Their exterior design achieved exactly what we were looking for. The membership loves it, which is saying a lot, considering the many members we were hoping to please.

Booth also prepared some drawings for a storage building we needed, allowing the contractor to get the construction permits and providing all the information needed to build the job.

The value of any recommendation is of course dependent on the writer's experience. Since 1991 I have owned a custom fabrication firm in Idaho Falls, Idaho, employing around 60 people. I have managed hundreds of projects over the past few decades. I was the Owner's Representative for the IFCC project.

I highly recommend Booth Architecture. Should you have any questions or need further information, please feel free to send me an email at brad@americanfabrication.com.

Best regards,
Brad Hendrickson

BINGHAM MEMORIAL HOSPITAL
Experience Bingham!

David Lowry, MBA, BSN
Director of Surgical Services
Bingham Memorial Hospital
Idaho Doctors Hospital
98 Poplar Street
Blackfoot, ID 83221

To Whom It May Concern:

This letter should serve as a recommendation of the work of Mr. Ted Booth and his firm, Booth Architects.

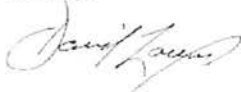
Ted has served as our company's architect for the past four years during which time he designed and oversaw construction of a new Interventional and Vascular Laboratory, 5 bed Intensive Care Unit, 12 bed Same Day Surgery Unit, and 3 bed Post Anesthesia Care Unit. Ted was responsible for all phases of the work from schematic design through the services during construction to the final certificate of occupancy.

Ted is currently involved in the design and construction of a 3 room Surgery Center. Ted is very thorough and works with the client as well as the contractor better than any architect I have ever been associated with. He takes care of every little detail, many times beyond his realm of responsibility, which has taken a big burden off our shoulders. Ted is always available, day or night, for consultation. I would definitely call him a hands-on professional as opposed to those who rely on draftsmen or computers.

I personally worked with Ted and found him to be dedicated and thorough. I strongly recommend Mr. Booth. We look forward to working with him on a future building project at Bingham Memorial Hospital and Idaho Doctors Hospital.

If I can answer any further questions, please don't hesitate to contact me.

Sincerely,



David Lowry, MBA, BSN
Director of Surgical Services

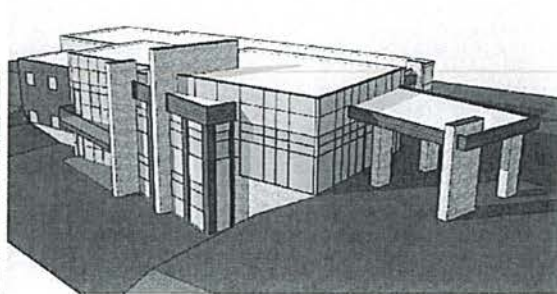
TAB FIVE
EXAMPLES OF WORK

BOOTH
Architecture PLLC

PAIN CENTER

Pocatello, ID

This 2-story, 16,000 square foot medical office building finished construction in the fall of 2022. The upper level provides 22 office and exam rooms with all the required support facilities. The lower level is a leasable space with 17 office and exam rooms along with x-ray and support. This project is built into a hillside to enjoy views of the Pocatello valley.



PARAMOUNT SURGERY CENTER

Twin Falls, ID

This 9,000 sq.ft. surgery center is Twin Falls' newest privately owned surgery center. Located in a medical park it has 2 operating rooms, 10 pre-op / post-op, and all the amenities required for state-of-the-art medical service with a modern secure atmosphere.



BEARDY ATTORNEY OFFICE AT COMPLEX

Idaho Falls, ID

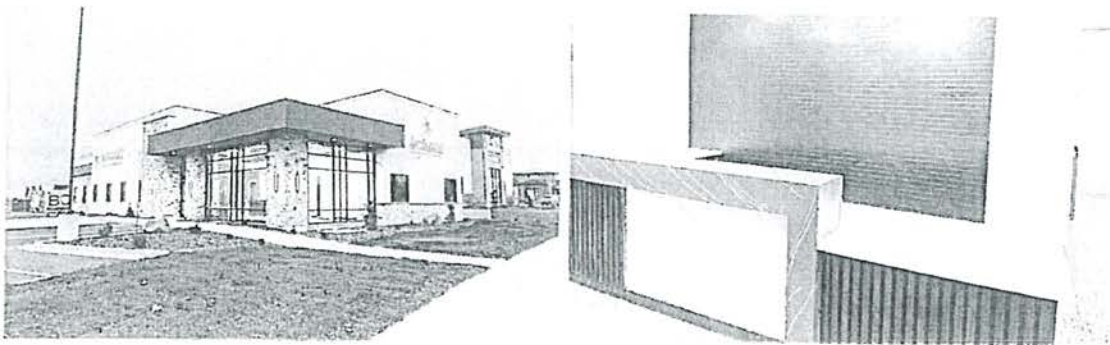
Booth Architecture worked to welcome the new location for BSG Attorney office. This is a 2-tenant building that consists of an 8,000+ s.f. space and a 5,000+ s.f. space. It allows for future expansion into either side of the building. We had to meet certain criteria when it came to exterior to fit in with the overall design of the Snake River landing complex. This facility was able to meet time frame and budget and open their doors as planned.



GEM SINO LMT

Twin Falls, ID

Located within Twin Falls latest medical park, this 6,200 sq.ft. Ear, Nose & Throat clinic houses multiple practitioners. It contains 9 treatment rooms, 2 sound booths, 7 offices, as well as retail areas and support facilities.



ATTACHMENT 2
PROPOSAL SCHEDULE

SEALED PROPOSALS DUE: Friday, December 13, 2024 on or before 10:00 am MST
This completed Proposal Schedule must be submitted with your Proposal.

FIRM: Provide Firm's name and contact information of the office where your project team will be located, and from which the work for this assignment will be conducted in the spaces below.

Firm Name: Booth Architecture PLLC
Mailing Address: 340 E. Clark St., Ste. A, Pocatello ID 83201
Physical Address: 340 E. Clark St., Ste. A, Pocatello ID 83201
Contact Telephone: 1(208)233-4548
Contact E-Mail: ted@bootharchitecture.com

QUESTIONNAIRE: If you answer yes to any of the following questions, provide complete explanation on a separate sheet of paper:

Has your firm ever been denied coverage or had coverage terminated or cancelled by any insurer during the past five (5) years? (If so, please state the company, date, reason and specific details.)

 YES X NO

Within the past five (5) years has your current firm or any predecessor organization been involved as a party or filed a claim in any bankruptcy, litigation, mediation or arbitration proceedings?

 YES X NO

COMPLIANCE: Initial below to indicate your ability to comply with the Request for Qualifications.

- Firm has included as part of their proposal, the required statements of qualification as described herein.
 Firm has included as part of their proposal, a copy of all required licensure as described herein.
 Firm has read and understands the project terms and scope as described herein.

I hereby certify that all information provided to the City of Pocatello as part of this responsive bid is accurate and complete.

Signature: Ted Booth Date: 12/13/2024
Printed Name: Ted Booth
Title: Owner/Architect

STATEMENT OF QUALIFICATIONS

December 13, 2024

SOUTH VIEW

PROFESSIONAL ARCHITECTURAL SERVICES CITY OF POCATELLO RIVERSIDE GOLF COURSE

DESIGN WEST ARCHITECTS

255 South 300 West

Logan, UT 84321

(435) 752-7031

www.designwestarchitects.com

WEST

EAST





UTAH STATE UNIVERSITY OLD MAIN | LOGAN, UT



SINCE 1892

KARL CONRAD SCHAUB
FOUNDER, DESIGN WEST ARCHITECTS
DECEMBER 12, 1869—JANUARY 31, 1959

ADDRESS

255 South 300 West
Logan, UT 84321

YEARS IN BUSINESS

132

CONTACT

Larry Hepworth
larryh@designwestarchitects.com
(435) 764-1562
www.DesignWestArchitects.com

**DESIGN
WEST**



(ABOVE) LOGAN CITY LIBRARY | LOGAN, UT
LEHI FIRE STATION | LEHI, UT (BELOW)

FIRM DESCRIPTION

Design West is a Utah-based architectural firm serving clients throughout the United States. We were founded in 1892 by Karl C. Schaub who had been trained as an architect in Europe. His architectural legacies include Romanesque landmarks at Utah State University, the Eccles & Kearns Mansions, and the east entrance of the Salt Lake City Temple.

Design West is ranked 13th-largest architecture firm in Utah, based on revenue. We serve clients in Utah and Idaho, with more than \$1B in combined project budgets.

Design West Architects has 41 full-time employees of Architects, Interior Designers, and Landscape Architects and operates from offices in Logan and Salt Lake City, UT.



**DESIGN
WEST**

11 December 2024

Subject: Letter of Reference for Design West



POCATELLO/CHUBBUCK
SCHOOL DISTRICT 25

To whom it may Concern.

I am writing to enthusiastically recommend Kent Craven, Senior Project Manager at Design West, to provide architectural services for the Pocatello Riverside Clubhouse project. I have had the pleasure of working closely with Kent on the Highland High School upgrade project, and I have been consistently impressed with his professionalism, expertise, and dedication to delivering high-quality work.

Kent has demonstrated exceptional project management skills throughout the beginning of our Highland High School project. He has been highly organized, meticulous in his attention to detail, and proactive in addressing potential challenges. His ability to effectively communicate with various stakeholders, including contractors, engineers, and school district officials, has been invaluable in ensuring a smooth project start.

Kent's commitment to timely delivery and his ability to adapt to changing circumstances have been instrumental in keeping the project on track. His thorough approach has resulted in a well-designed and functional facility that will serve the needs of the school community for years to come.

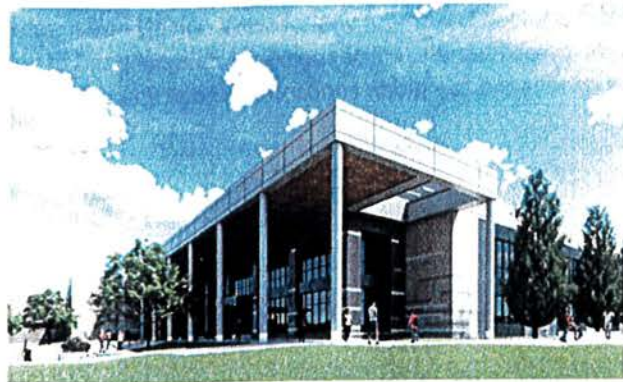
I am confident that Kent's skills and experience would be a valuable asset to the Pocatello Riverside Clubhouse project. I wholeheartedly endorse him and his firm and believe he would make a significant contribution to the success of this endeavor.

Please do not hesitate to contact me if you have any questions or require further information.

Sincerely,

A handwritten signature in blue ink that reads "Jonathan R. Balls". The signature is written in a cursive style with a large "J" and "B".

Jonathan R. Balls
Director of Business
Pocatello / Chubbuck School District
ballsjo@sd25.us
208-235-3212





Jeremy Craft

Chief

Lehi Fire Station

3870 Traverse Mountain Blvd, Lehi,
UT 84043



Britt Clark

Deputy Chief

Weber Fire Station 61

2023 W 1300 N, Farr West, UT

bclark@weberfd.com



Holly Daines

Mayor, Logan City

PO Box 527, Logan, UT 84321

holly.daines@loganutah.org

(435) 716-9185



Lyndsay Peterson

Mayor, North Logan City

2076 North 1200 East

North Logan, UT 84321

(435) 752-1310

RESUME

SUMMARY QUALIFICATIONS

As Principal in Charge, Larry will work closely with you throughout all phases of the projects. He will manage and coordinate with our consultant team to ensure your project goals are clearly understood, defined and represented through all phases of design and delivery. Larry is highly experienced at balancing the needs of the program with the budget and schedule constraints—ensuring that the project is successful by every measure.

**LARRY HEPWORTH**

AIA, NCARB, A4LE

Principal in Charge

RELEVANT EXPERIENCE**MUNICIPAL**

Logan City Library and Community Center - Logan, UT
 Cache Valley Transit District - Logan, UT
 Hyrum City Department Administration Building
 Hyrum City Fire Station Apparatus Bay
 North Logan City Community Center
 Logan City Offices - Logan, UT
 Utah House
 Logan City Environmental Center - Logan, UT
 Oneida Stake Academy Building Restoration
 Utah House - Kaysville, UT
 Logan City Environmental Center - Logan, UT

COMMERCIAL

Cache Valley Bank Office Remodel - St. George, UT
 Protective Insurance Office - Logan, UT
 ABC Construction Office Building - Brigham City, UT
 Ireland Bank - Montpelier, ID
 Logan Train Depot Restoration - Logan, UT
 Whitaker Construction - Brigham City, UT
 Bingham Office Building - Logan, UT
 Cafe Habenero - Logan, UT

RECREATION

Indoor Soccer Arena - North Logan, UT
 Bridgeland Adventure Park Zip Line - Garden City, UT

COLORADO MESA UNIVERSITY

Bunting Residence Hall - Grand Junction, CO
 Garfield Phase II Residence Hall - Grand Junction, CO
 Garfield Phase III Residence Hall - Grand Junction, CO
 Garfield Phase VI Residence Hall A & B - Grand Junction, CO
 Master Planning Services - Grand Junction, CO
 Maverick Innovation Center - Grand Junction, CO
 Orchard Avenue Student Housing - Grand Junction, CO
 Parking Garage Remodels & Additions - Grand Junction, CO
 Pinion Hall Innovation Center - Grand Junction, CO
 Pinion Hall Living Learning Center Renovation - Grand Junction, CO
 University Book Store Remodel - Grand Junction, CO
 Welcome Center & Admissions Remodel - Grand Junction, CO
 Wingate North Residence Hall - Grand Junction, CO

UNIVERSITY OF UTAH

Officer's Circle Rehabilitation - Salt Lake City, UT
 University Guest House - Salt Lake City, UT
 University Village Student Housing - Salt Lake City, UT

EDUCATION & TRAINING

Master of Architecture
 University of Utah
 Bachelor of Finance
 University of Utah
 Vice President & CFO - Design West Architects
 Member - Utah Facilities Operation & Maintenance Association (UFOMA)
 Member - Association for Learning Environments (A4LE)
 Firm Member - US Green Building Council (USGBC)

LICENSES

Licensed Architect
 ID: AR-986276
 UT: 13443-0301
 CO: ARC.00405088
 OR: ARI-12460

EXPERIENCE

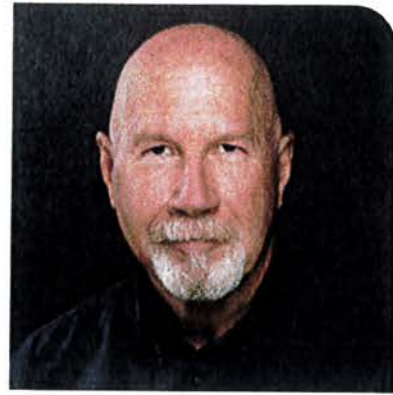
32 years experience

**DESIGN
WEST**

RESUME

SUMMARY QUALIFICATIONS

Kent Craven will bring his passion for golf to this project, with a lifelong understanding of insight and solutions for golf course operations. He will coordinate the efforts of the design team, consultants, City of Pocatello, and the Riverside Golf Course to ensure the project runs smoothly. Kent has designed projects for California State University, numerous tech companies including PIXAR and the international corporations.



KENT CRAVEN

Project Manager

RELEVANT EXPERIENCE

MUNICIPAL

Cache County Fairgrounds Exhibit Hall - Logan, UT
 Cache Valley Transit District Cost Estimate - Logan, UT
 Hyrum EMS Addition - Logan, UT
 Logan City Library Site Feasibility Study - Logan, UT
 Logan City Library - Logan, UT
 Cache Valley Transit District
 Delvalle Clubhouse - Walnut Creek, CA
 Son Raveon Pool Community Center - San Raveon, CA
 Broadway Parking Garage - Walnut Creek, CA
 Vehicle Maintenance Facility - Emery County, CA
 Administration Building - South San Francisco, CA
 Employment and Human Services Building - Antioch, CA
 Rossmore Medical Clinic - Walnut Creek, CA
 Pearson Park Amphitheater - Anaheim, CA
 Fire Station - Tracy, CA

COMMERCIAL/RETAIL

Thermo Fisher Expansion - Logan, UT
 Cytiva Addition - Logan, UT
 Cytiva / GE Healthcare Addition - Logan, UT
 Morenson Dental - Providence, UT
 Riverwalk OOO Building - Logan, UT
 ScyTek Office Building - Logan, UT
 Bridgerland Adventure Park - Garden City, UT
 Epic Sports Soccer Arena - St. George, UT
 Apple Valley Resort - St. George, UT
 Centeva - Logan Remodel
 Building 89 - Air Craft Hanger
 Bank of Boston Branch - Avon, CT
 Headquarters Building Unigen Corporation - Walnut Creek, CA
 Regional Headquarters Building Ziess Corporation - Dugland, CA
 Medical Manufacturing Facility - Fresenius, USA
 Human Services Building - Contra Costa County, CA
 Corporate Headquarters Building Networks Inc. - Denville, CA
 SBSA Administrations Building - South San Francisco, CA
 Double Tree Hotel - Burlingame, CA
 Semiconductor Technology inc - Dugland, CA
 McDonnell Douglas Corporation - Long beach, CA

COLORADO MESA UNIVERSITY

Wingate North Residence Hall - Grand Junction, CO
 Garfield Phase II Residence Hall - Grand Junction, CO
 Garfield Phase VII Residence Hall - Grand Junction, CO
 Pinon Hall Living Learning Center Renovation - Grand Junction, CO
 Bunting Residence Hall - Grand Junction, CO
 Orchard Avenue Student Housing - Grand Junction, CO

EDUCATION & TRAINING

Architectural Studies
 University of Idaho

EXPERIENCE

40 years experience
 24 years with Design West Architects

 DESIGN
 WEST

RESUME

Kurt is a licensed Architect in the State of Idaho. He's also an experienced Interior Designer. He will work closely with the proposed team to meet your aesthetic, budgetary, and durability goals. Kurt is a team player and has worked with this proposed team on many similar projects, communicating with consultants and design staff to ensure your project is both functional and inspiring.



KURT LEIKIS

RA, NCIDQ

Project Architect

EDUCATION & TRAINING

Bachelor of Interior Design
Utah State University

NUMBER OF YEARS ON LICENSURE

3 Years

LICENSES

Licensed Architect
Idaho #AR-987047

EXPERIENCE

14 Years Experience
6 years with Design West Architects

Certified Commercial Interior Designer
UT #13730757-0401

Keni is a licensed landscape architect with extensive experience delivering public and private facilities in the Western United States. She is skilled in design and master planning for school sites including athletic fields, campuses of higher education, stadiums, roadways and parking solutions. Keni has the depth and experience required to solve site and landscape problems, plan for the future, and create high quality, functional, and sustainable landscape solutions.



KENI ALTHOUSE

ASLA, PLA, URPA

Landscape Architect

EDUCATION & TRAINING

Master of Landscape Architecture,
Utah State University
Bachelor of Science
Residential Landscape Design & Construction,
Utah State University

NUMBER OF YEARS ON LICENSURE

7

EXPERIENCE

12 years experience
6 years with Design West Architects

LICENSES

Licensed Landscape Architect
Utah #10274334-5301
Idaho #LA-16842

**DESIGN
WEST**

NORTH LOGAN CIVIC CENTER

This project serves as the anchor for the Logan City. This modern and versatile structure is a testament to the city's commitment to both functionality and aesthetics. The building is thoughtfully designed to be a dynamic hub of activity, efficiently housing the diverse needs of the city's various departments while allowing for future growth as the community expands.

This thoughtfully designed structure not only meets the city's present operational needs but also offers a flexible layout that can accommodate future growth, ensuring that the City Office will remain a valuable asset for the North Logan community for years to come.

PROJECT BUDGET

\$10M

LOCATION

North Logan, UT

SIZE

16,000 SF

REFERENCE

Lyndsay Peterson
Mayor, North Logan City
2076 North 1200 East
North Logan, UT 84321
(435) 752-1310



LOGAN CITY LIBRARY

This contract required an on-site replacement of Logan City's aging 30-year existing library. The new library is a vibrant Community Center, featuring 21st century technology, connecting visitors to learning opportunities housed within. In addition to traditional library spaces, the library features community gathering rooms to facilitate a range of activities – from story time to refugee meetings – to meet the needs of all library patrons. The three-story structure sits on historic Main Street in Logan, and provides views from all sides of the surrounding

Cache Valley. Outdoor spaces were designed into each level of the facility to provide gathering spaces for patrons and events.

The interior is vibrant, open, and engaging, inviting natural light into the core and establishing long lines of sight within. There are several large rooms on the main level, providing spaces for community gatherings and private events.

The structure was placed on a plaza which compliments the form and function of the Library.

PROJECT BUDGET

\$15,633,498

LOCATION

Logan, UT

SIZE

36,340 SF

AWARDS

2024 Most Outstanding Community/Cultural Project, UC&D

REFERENCE

Holly Daines
Mayor, Logan City
PO Box 527
Logan, UT 84321
holly.daines@loganutah.org



**DESIGN
WEST**

LAYTON CITY MAINTENANCE SHOPS

Design West was hired to expand the existing facility. After a critical review of the master plan and it's supporting documents, our team provided a conceptual design, design development, construction cost estimates, and construction supervision for the two phases the project required.

In Phase One our team oversaw the construction of the warehouse build-

ing, perimeter fencing with automatic gates on the north side of the property, expansion of the existing compound, and a greenhouse.

Phase two included the construction of the shop building which included space for offices, multipurpose room, storage bays, new soil pile area, sidewalks, curbs, gutters, lighting, and parking areas.



PROJECT BUDGET

\$7,923,049

SCHEDULE

Design Award 04/25/2022
Completion 12/01/2024
(In Construction)

LOCATION

Layton, UT

SIZE

29,100 SF

REFERENCE

Layton City

LEHI FIRE STATION NO.83

The Design West team programmed and designed the Chicago-style fire station for Lehi City. The two-story, design provides efficient use of the natural slope on which it's located.

The award-winning, Station No. 83 provides emergency response for the Traverse Mountain area, including many Class-A mid-rise structures. The three-bay, pull-through configuration of Station 83 allows ample room for up to nine apparatus, including a tiller (TDA).

Utilizing the natural grade, the design team provided extra-high clearance bays and a four-story training and hose tower, which is utilized by multiple city and county agencies.

Station 83 also includes dorms, admin area, a large training room, and support for SCBA, HAZMAT, and other equipment storage and maintenance.

PROJECT BUDGET

\$5,292,623 Initial Budget
\$5,628,844 Final Cost

LOCATION

Lehi, UT

SIZE

13,500 SF

REFERENCE

Lehi Fire Station
Chief Jeremy Craft
jcraft@lehi-ut.gov
(385) 321-4004



**DESIGN
WEST**

Division of Occupational and Professional Licenses
Department of Self Governing Agencies
The person named has met the requirements for licensure and is entitled
under the laws and rules of the State of Idaho to operate as a(n)

ARCHITECT

LARRY "N" HEPWORTH
2546 NORTH 330 EAST
NORTH LOGAN UT 84341

Russell S. Barron
Russell S. Barron
Division Admin

AR-986276
Number

05/17/2025
Expires

Division of Occupational and Professional Licenses
Department of Self Governing Agencies
The person named has met the requirements for licensure and is entitled
under the laws and rules of the State of Idaho to operate as a(n)

ARCHITECT

KURT ANTHONY LEIKIS
107 W 400 N
LOGAN UT 84321

Russell S. Barron
Russell S. Barron
Division Admin

AR-987047
Number

12/10/2025
Expires

Board of Architects and Landscape Architects

KENI ALTHOUSE
Landscape Architect License
LA-16842

Expires: 15-Sep-2025

Russell S. Barron
Russell Barron
Administrator

These licenses are held by the proposed team of personnel who will service the Riverside Golf Course clubhouse replacement project. Unlike state contractor licensing, Architectural licensing is held by individuals, not firms. Design West regularly performs work around the country with our personnel who are licensed in respective states.

FAMILIARITY WITH CITY, STATE, AND FEDERAL LAWS & REGULATIONS

We have a long history of work in Southeastern Idaho and will ensure that state and municipal procedures and requirements are followed. The City will be an integral member of the design and construction team from start to finish.

Serving Western Communities

Design West Architects has a 132-year record of performing commercial architecture in communities throughout the West, including past projects in Pocatello, ID.

This project will be serviced by personnel from our Logan office, located less than 90 minutes away.

Design West is currently performing multiple contracts in the Pocatello area, including the Highland High School Replacement.

We anticipate making several onsite visits throughout performance of the contract; and commit to being on site as often as required in the performance of this contract.

**DESIGN
WEST**

Our design philosophy is centered a commitment to collaboration that engages the users in a process of discovery and investigation. User collaboration results in a facility design for use, not publication. Our visioning workshops define the vision, values and needs that guide the design.

We control costs using an established cost model baseline approach. Our project cost model is establish early and revisited by the team on a regular basis to assure the budget and the design remain aligned.

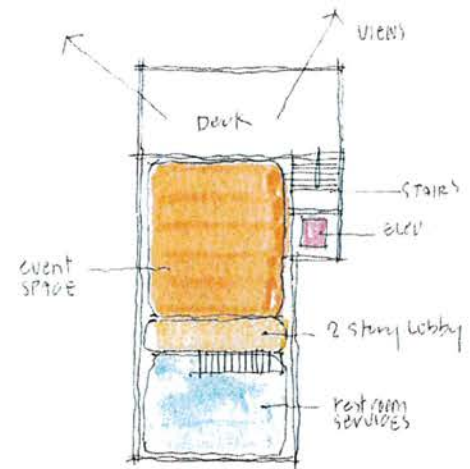
As with our design phase, our construction phase services are founded on collaboration. We establish a partnering relationship with the contractor founded on respect and communication. If the contractor is not successful, we are not successful

Our construction documents are detailed and through, subjected to team independent Q/C reviews at SD, DD, and CD phases. Our documents are historically below the national change order average.

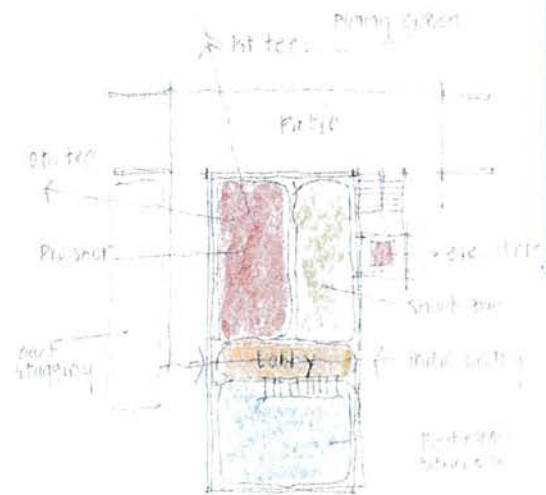
Our project approach has been geared over the last the plus decades to focus on:

Designs that seek best value solutions for stakeholders.

- Designs that are maintainable and durable.
- Designs that are delivered on time and on budget.
- Designs that balance complex systems and budgets with energy conservation.
- Designs that respond creatively to user operational and vision goals.
- Designs that inspire and create community pride.



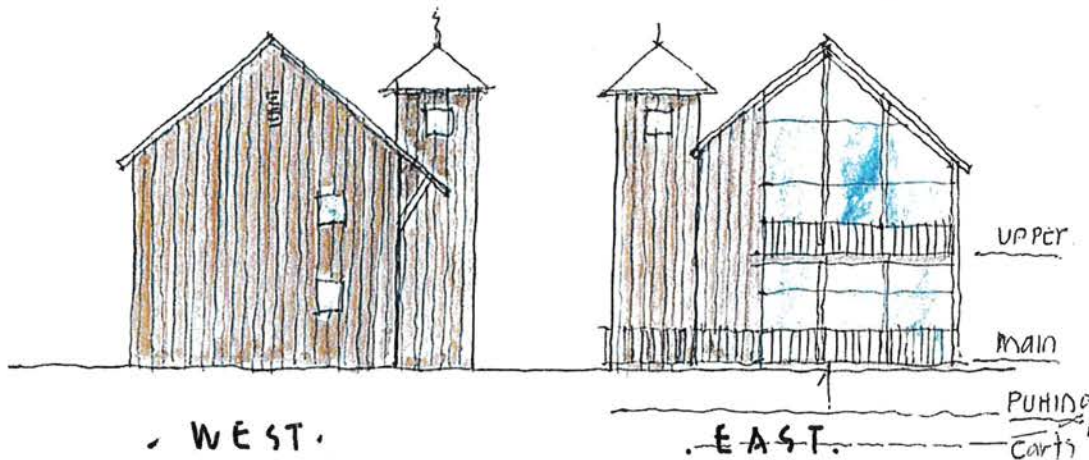
• UPPER FLOOR •



• MAIN LEVEL •



• LOWER LEVEL •

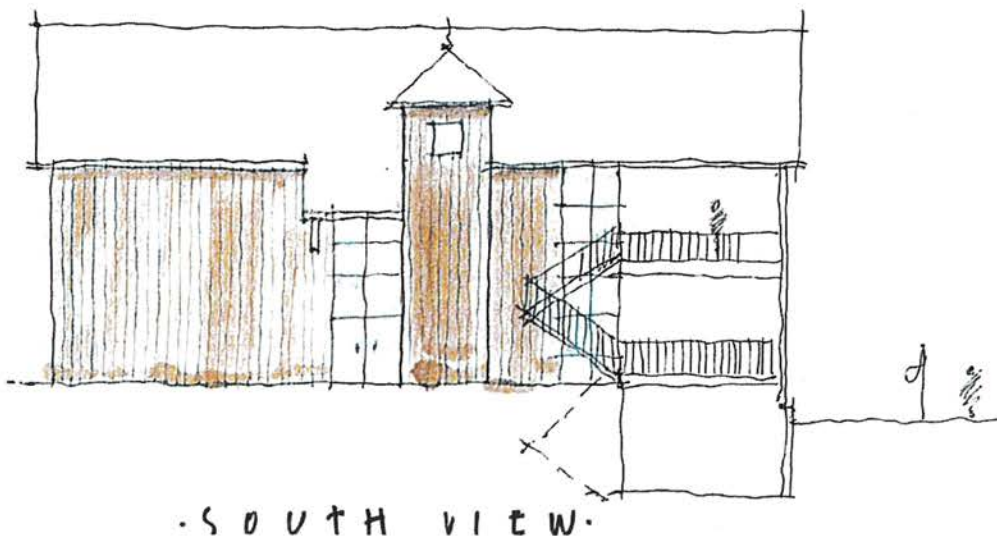


PROJECT APPROACH & DESIGN PHILOSOPHY

These Study Sketches illustrate our design process, and are conceptual only—based on our limited understanding of your program needs at the Riverside Golf Course. We look forward to working with you on delivering a facility that exceeds your expectations.

Study Sketches will be based on project site visits and will serve as a 'point of departure' in workshop discussions with users to explore the following:

- Leveling the parking lot and raising the main floor level
- Representing the barn legacy established by the existing club house
- Similar footprint size due to a very constrained site
- Underground cart storage to maintain/increase parking. 2,000 SF / 25 carts.
- Discussions on desired program spaces and operational goals
- Integration of clubhouse with a beautiful mature course
- Separation of golf, service and public events



**DESIGN
WEST**

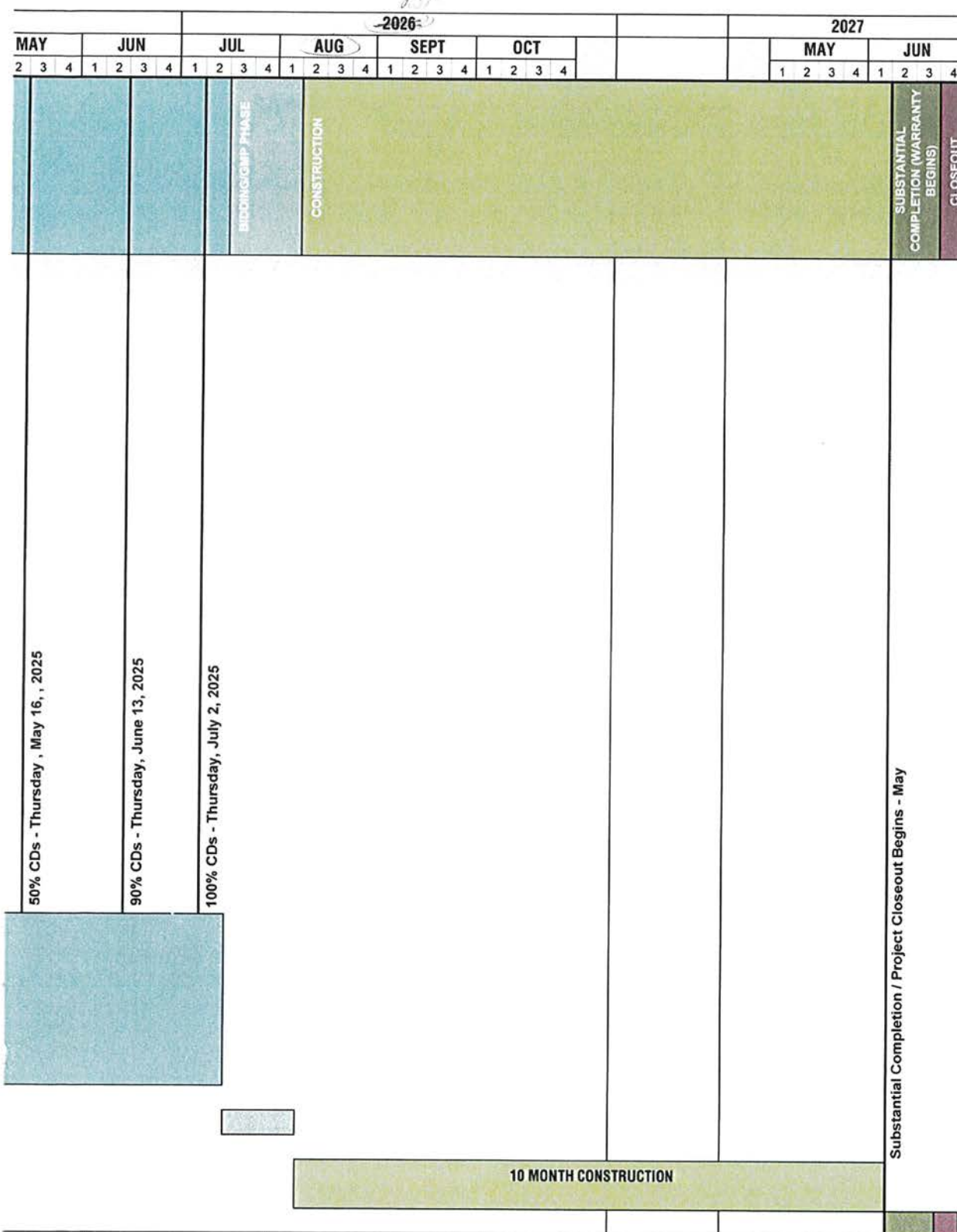
		2025															
		JAN				FEB				MAR				APR			
MONTH	WEEK	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
DESIGN SCHEDULE / WORK PLAN Pocatello Golf Course Pocatello City		PROGRAMMING				SCHEMATIC DESIGN				DESIGN DEVELOPMENT				CONSTRUCTION DOCUMENTS			
Anticipated Project Award / Start Date - On or before January 13, 2025																	
PROGRAMMING & VALIDATION (JAN 20) - 2 WEEKS																	
Preliminary Budget and Costs with CMGC																	
Stake Holder Sessions - Discovery Workshop																	
Discovery Workshop Progress Report																	
Finalization of Program Verification - Approval																	
Concept Design Work Sessions																	
Concept Design Workshop Summary Meeting																	
SCHEMATIC DESIGN (FEB 3) - 2 WEEKS																	
Work Session 1: SD Progress Meeting																	
Design Team Progress Report																	
Stake Holder Sessions																	
Engineering Systems Design Approach - SD																	
Develop Cost Model - SD with CMGC																	
Schematic Design Submittal																	
Work Session 2: SD Review																	
District Review Discussion SD																	
DESIGN DEVELOPMENT (FEB 17) - 6 WEEKS																	
Work Session 3: DD Progress Meeting																	
Design Team Progress Report																	
Building Design & Integration - DD																	
Engineering Systems Design - DD																	
Update Cost Model - DD with CMGC																	
Design Development Submittal																	
Work Session 4: DD Review																	
District Review Discussion DD																	
CONSTRUCTION DOCUMENTS (MAR 31) - 14 WEEKS																	
Work Session 5: CD Progress Meeting																	
Design Team Response & Delivery																	
Finalize Building Design & Integration																	
Finalize Engineering Systems																	
Final Cost Model - CD with CMGC																	
Review & Comments CD																	
CD Submittal																	
BIDDING & NEGOTIATION (~JUL 14, 2025) - 3 WEEKS																	
Bidding Phase																	
CONSTRUCTION (AUG 2025 - JUN 2026) - 10 MONTHS																	
Contractor / Design Team Coordination																	
Submittals, RFI's, ASI's etc.																	
Project Close Out - Move in Jun 2026																	

35% CDs - Thursday, April 18, 2025

35% CDs - Thursday, April 18, 2025

Design West is committed to meeting your project schedule. Our staff availability allows our team to prioritize this project and keep it on schedule. The professionals proposed for this project include highly

qualified architects and engineers with many years of relevant experience. The proposed team has been working together for over 10 years.



*** The schedule above represents a design-bid-build scenario where the contractor is brought into the project only after the design is completed. Because of the tight timelines involved in this project, Design West recommends the City hire a Construction Manager / General Contractor (CM/GC) immediately.

after the design contract is awarded. A CM/GC delivery method allows the contractor to get involved in the project much earlier, providing valuable pre-construction services such as cost estimates and drawing reviews. Design West will work with the City of Pocatello within any delivery method.

ATTACHMENT 2
PROPOSAL SCHEDULE

SEALED PROPOSALS DUE: **Friday, December 13, 2024 on or before 10:00 am MST**
This completed Proposal Schedule must be submitted with your Proposal.

FIRM: Provide Firm's name and contact information of the office where your project team will be located, and from which the work for this assignment will be conducted in the spaces below.

Firm Name: Design West Architects
Mailing Address: 255 South 300 West, Logan, UT 84321
Physical Address: 255 South 300 West, Logan, UT 84321
Contact Telephone: (435) 760-8024
Contact E-Mail: LarryH@DesignWestArchitects.com

QUESTIONNAIRE: If you answer yes to any of the following questions, provide complete explanation on a separate sheet of paper:

Has your firm ever been denied coverage or had coverage terminated or cancelled by any insurer during the past five (5) years? (If so, please state the company, date, reason and specific details.)

☐ YES ☒ NO

Within the past five (5) years has your current firm or any predecessor organization been involved as a party or filed a claim in any bankruptcy, litigation, mediation or arbitration proceedings?

☐ YES ☒ NO

COMPLIANCE: Initial below to indicate your ability to comply with the Request for Qualifications.

- ☒ Firm has included as part of their proposal, the required statements of qualification as described herein.
☒ Firm has included as part of their proposal, a copy of all required licensure as described herein.
☒ Firm has read and understands the project terms and scope as described herein.

I hereby certify that all information provided to the City of Pocatello as part of this responsive bid is accurate and complete.

Signature: 

Date: December 12, 2024

Printed Name: Larry Hepworth, AIA

Title: Principal & CFO

CITY OF POCATELLO
TABULATION OF PROPOSALS

REQUEST FOR QUALIFICATIONS:
PROFESSIONAL ARCHITECTURAL SERVICES FOR RIVERSIDE GOLF COURSE CLUBHOUSE

OPENED AT 911 NORTH 7TH, POCATELLO, IDAHO AT 10:00 AM MST ON FRIDAY, DECEMBER 13, 2024

	Meyers Anderson	Booth	Deign West Architects		
PROPOSAL SUBMITTED AT CORRECT LOCATION BEFORE DEADLINE	yes	yes	yes		
PROPOSAL FORM SIGNED & DATED	yes	yes	yes		
QUALIFICATION PACKET INCLUDED	yes	yes	yes		
PROOF OF LICENSING	yes	yes	yes		
ADDENDUMS INCLUDED & SIGNED	N/A	N/A	N/A	N/A	N/A

QUALIFICATIONS FOR CONSTRUCTION MANAGEMENT SERVICES - RECYCLING REMODEL
SCORING MATRIX

VENDOR NAME: Booth

RATERS NAME: Butler

CORRECT SUBMITTAL PROCEDURE

MET SUBMITTAL DEADLINE @ PROPER LOCATION
QUALIFICATIONS PACKET INCLUDED
PROPOSAL FORM SIGNED AND DATED
COPY OF CURRENT PUBLIC WORKS CONSTRUCTION MANAGER LICENSE

YES NO

☒	☐
☒	☐
☒	☐
☒	☐

SCORED SELECTION CRITERIA

• **BRIEF FIRM DESCRIPTION**

NUMBER OF YEARS COMPANY HAS BEEN IN OPERATION 1-5 POINTS

3

NOTES:

20 years - Wallace, Hudson & Assoc. prior

• **PAST PERFORMANCE**

REFERENCE LETTER #1 Bannock County 1-5 POINTS
REFERENCE LETTER #2 IF Country Club - Golf Related 1-5 POINTS
REFERENCE LETTER #3 BRIGHAM MEMORIAL HOSPITAL 1-5 POINTS

3
4
3

NOTES:

Top 2

• **PROJECT MANAGER AND KEY STAFF**

EXPERIENCE OF KEY PERSONNEL, EDUCATION, TRAINING 1-5 POINTS

5

NOTES:

Ted Booth

Kelley Strassman

Subs - may adjust as desired

• **SIMILAR MUNICIPAL PROJECT EXPERIENCE**

PROJECT #1 IF Country Club Remodel Golf 1-5 POINTS
PROJECT #2 CRC 1-5 POINTS
PROJECT #3 BEARD ST. CLARK LAW OFFICES 1-5 POINTS
PROJECT #4 PATRIOT SQUARE 1-5 POINTS
PROJECT #5 POCATELLO PAINT CENTER 1-5 POINTS

5
4
3
3
3

NOTES:

Top 4

• **PROJECT APPROACH**

OVERALL APPROACH FOR THIS PROJECT 1-5 POINTS

4

NOTES:

attractive but budget reasonable, potential to build elsewhere of keep existing open.

• **PROPOSED SCHEDULE**

TIMEFRAME FOR PROJECT 1-5 POINTS

4

NOTES:

design winter spring construction, ability to move faster

• **FAMILIARITY WITH CITY, STATE, FEDERAL LAWS & REGULATIONS**

DESCRIBE LAWS/REGS THAT MAY BE APPLICABLE & PLAN TO COMPLY 1-5 POINTS

NOTES:

no legal issues, nothing further listed

• **LOCAL FIRM**

IS THE FIRM BASED IN THE CITY OF POCATELLO 0 OR 5 POINTS

5

NOTES:

yes

TOTAL POINTS SCORED
TOTAL POINTS POSSIBLE

44
70

44

QUALIFICATIONS FOR CONSTRUCTION MANAGEMENT SERVICES - RECYCLING REMODEL
SCORING MATRIX

VENDOR NAME: MURKS ANDERSON

RATERS NAME: BUTLER

CORRECT SUBMITTAL PROCEDURE

MET SUBMITTAL DEADLINE @ PROPER LOCATION

QUALIFICATIONS PACKET INCLUDED

PROPOSAL FORM SIGNED AND DATED

COPY OF CURRENT PUBLIC WORKS CONSTRUCTION MANAGER LICENSE

YES NO

☒	☐
☒	☐
☒	☐
☒	☐

SCORED SELECTION CRITERIA

• **BRIEF FIRM DESCRIPTION**

NUMBER OF YEARS COMPANY HAS BEEN IN OPERATION

1-5 POINTS

3

NOTES:

47 years

• **PAST PERFORMANCE**

REFERENCE LETTER #1

CITY OF CHUBBUCK

1-5 POINTS

3

REFERENCE LETTER #2

JUMPERS HILLS COUNTRY CLUB - GOLF

1-5 POINTS

4

REFERENCE LETTER #3

1-5 POINTS

NOTES:

TOP 2

• **PROJECT MANAGER AND KEY STAFF**

EXPERIENCE OF KEY PERSONNEL, EDUCATION, TRAINING

1-5 POINTS

5

NOTES:

Cresson - City of Chubbuck

Welford - Animal Shelter, Lookout Pt.

other staff listed

• **SIMILAR MUNICIPAL PROJECT EXPERIENCE**

PROJECT #1

CITY OF CHUBBUCK

1-5 POINTS

3

PROJECT #2

JUMPERS HILLS COUNTRY CLUB - \$3.1M

1-5 POINTS

5

PROJECT #3

TAMPHAWAS PARK - ZOO EA BUILDING

1-5 POINTS

3

PROJECT #4

ANIMAL SHELTER

1-5 POINTS

3

PROJECT #5

1-5 POINTS

NOTES:

- also did 15m rec addition but no information

• **PROJECT APPROACH**

OVERALL APPROACH FOR THIS PROJECT

1-5 POINTS

3

NOTES:

project scattered & abit confusing

• **PROPOSED SCHEDULE**

TIMEFRAME FOR PROJECT

1-5 POINTS

3

NOTES:

Jan '25 - April '27

• **FAMILIARITY WITH CITY, STATE, FEDERAL LAWS & REGULATIONS**

DESCRIBE LAWS/REGS THAT MAY BE APPLICABLE & PLAN TO COMPLY

1-5 POINTS

2

NOTES:

typical, vague but similar to others

• **LOCAL FIRM**

IS THE FIRM BASED IN THE CITY OF POCATELLO

0 OR 5 POINTS

5

NOTES:

yes

TOTAL POINTS SCORED

TOTAL POINTS POSSIBLE

70

42

QUALIFICATIONS FOR CONSTRUCTION MANAGEMENT SERVICES - RECYCLING REMODEL
SCORING MATRIX

VENDOR NAME: *Design West*

RATERS NAME: *Butler*

CORRECT SUBMITTAL PROCEDURE

MET SUBMITTAL DEADLINE @ PROPER LOCATION

QUALIFICATIONS PACKET INCLUDED

PROPOSAL FORM SIGNED AND DATED

COPY OF CURRENT PUBLIC WORKS CONSTRUCTION MANAGER LICENSE

YES NO

☒	☐
☒	☐
☒	☐
☒	☐

SCORED SELECTION CRITERIA

• **BRIEF FIRM DESCRIPTION**

NUMBER OF YEARS COMPANY HAS BEEN IN OPERATION

1-5 POINTS

3

NOTES:

15+ firm

• **PAST PERFORMANCE**

REFERENCE LETTER #1

SD # 25 HIGHLAND

1-5 POINTS

3

REFERENCE LETTER #2

NORTH LOGAN CITY OFFICES

1-5 POINTS

3

REFERENCE LETTER #3

1-5 POINTS

NOTES:

2 letters

• **PROJECT MANAGER AND KEY STAFF**

EXPERIENCE OF KEY PERSONNEL, EDUCATION, TRAINING

1-5 POINTS

5

NOTES:

Hepworth 32 years landscape architect
Crocker - 24 w/firm idaho architect

• **SIMILAR MUNICIPAL PROJECT EXPERIENCE**

PROJECT #1

Civic Center \$10m

1-5 POINTS

3

PROJECT #2

Logan City Library \$15.6m

1-5 POINTS

3

PROJECT #3

Logan City Maintenance Shops \$7.9m

1-5 POINTS

3

PROJECT #4

Levi Fire Station #88 \$5.6m

1-5 POINTS

3

PROJECT #5

1-5 POINTS

NOTES:

all 3 books different, missing pages

• **PROJECT APPROACH**

OVERALL APPROACH FOR THIS PROJECT

1-5 POINTS

3

NOTES:

** like what they started 2 2000 th biggest american*
on design typos, pages missing

• **PROPOSED SCHEDULE**

TIMEFRAME FOR PROJECT

1-5 POINTS

2

NOTES:

calendar typos - confusing

• **FAMILIARITY WITH CITY, STATE, FEDERAL LAWS & REGULATIONS**

DESCRIBE LAWS/REGS THAT MAY BE APPLICABLE & PLAN TO COMPLY

1-5 POINTS

2

NOTES:

p10

• **LOCAL FIRM**

IS THE FIRM BASED IN THE CITY OF POCATELLO

0 OR 5 POINTS

0

NOTES:

TOTAL POINTS SCORED

TOTAL POINTS POSSIBLE

70

33

TOP 2

TOP 4

QUALIFICATIONS FOR CONSTRUCTION MANAGEMENT SERVICES - RECYCLING REMODEL
SCORING MATRIX

VENDOR NAME: Booth

RATERS NAME: Teresa

CORRECT SUBMITTAL PROCEDURE

MET SUBMITTAL DEADLINE @ PROPER LOCATION

QUALIFICATIONS PACKET INCLUDED

PROPOSAL FORM SIGNED AND DATED

COPY OF CURRENT PUBLIC WORKS CONSTRUCTION MANAGER LICENSE

YES NO

☒	☐
☒	☐
☒	☐
☒	☐

SCORED SELECTION CRITERIA

• **BRIEF FIRM DESCRIPTION**

NUMBER OF YEARS COMPANY HAS BEEN IN OPERATION

1-5 POINTS

NOTES:

20 years

3

• **PAST PERFORMANCE**

REFERENCE LETTER #1 Bannock City

1-5 POINTS

REFERENCE LETTER #2 IF Country Club 2024

1-5 POINTS

REFERENCE LETTER #3 Bingham Memorial

1-5 POINTS

NOTES:

<u>3</u>
<u>5</u>
<u>—</u>

3 letters

Top 2

• **PROJECT MANAGER AND KEY STAFF**

EXPERIENCE OF KEY PERSONNEL, EDUCATION, TRAINING

1-5 POINTS

NOTES:

Small staff

Offer to sub out engineers

4

mentions using a landscape architect but no one specific

• **SIMILAR MUNICIPAL PROJECT EXPERIENCE**

PROJECT #1 IF Country Club -

1-5 POINTS

PROJECT #2 C.O.P. Rec Center

1-5 POINTS

PROJECT #3 Beard St. Clair Gaffney

1-5 POINTS

PROJECT #4 Patriot Square

1-5 POINTS

PROJECT #5

1-5 POINTS

NOTES:

IF Country Club

remodel only

only grade 4

• **PROJECT APPROACH**

OVERALL APPROACH FOR THIS PROJECT

1-5 POINTS

NOTES:

Good approach - lots of communication /
community involvement

4

• **PROPOSED SCHEDULE**

TIMEFRAME FOR PROJECT

1-5 POINTS

NOTES:

Design done by "early spring" & ready for
construction.

5

• **FAMILIARITY WITH CITY, STATE, FEDERAL LAWS & REGULATIONS**

DESCRIBE LAWS/REGS THAT MAY BE APPLICABLE & PLAN TO COMPLY

1-5 POINTS

NOTES:

Nothing listed regarding this question

0

• **LOCAL FIRM**

IS THE FIRM BASED IN THE CITY OF POCATELLO

0 OR 5 POINTS

NOTES:

yes

5

TOTAL POINTS SCORED
TOTAL POINTS POSSIBLE

43

70

QUALIFICATIONS FOR CONSTRUCTION MANAGEMENT SERVICES - RECYCLING REMODEL
SCORING MATRIX

VENDOR NAME: *MA Architects*

RATERS NAME: *Teresa*

CORRECT SUBMITTAL PROCEDURE

MET SUBMITTAL DEADLINE @ PROPER LOCATION

QUALIFICATIONS PACKET INCLUDED

PROPOSAL FORM SIGNED AND DATED

COPY OF CURRENT PUBLIC WORKS CONSTRUCTION MANAGER LICENSE

YES NO

☒	☐
☒	☐
☒	☐
☒	☐

SCORED SELECTION CRITERIA

• **BRIEF FIRM DESCRIPTION**

NUMBER OF YEARS COMPANY HAS BEEN IN OPERATION

1-5 POINTS

NOTES:

47 years

<i>4</i>

• **PAST PERFORMANCE**

REFERENCE LETTER #1

1-5 POINTS

REFERENCE LETTER #2

1-5 POINTS

REFERENCE LETTER #3

1-5 POINTS

NOTES:

Chubbuck City Hall
Juniper Hills Country Club
NA

<i>3</i>
<i>5</i>
<i>—</i>

Only 2

Top 2

• **PROJECT MANAGER AND KEY STAFF**

EXPERIENCE OF KEY PERSONNEL, EDUCATION, TRAINING

1-5 POINTS

NOTES:

15 team members

<i>4</i>

17

Landscape Architect

• **SIMILAR MUNICIPAL PROJECT EXPERIENCE**

PROJECT #1

1-5 POINTS

PROJECT #2

1-5 POINTS

PROJECT #3

1-5 POINTS

PROJECT #4

1-5 POINTS

PROJECT #5

1-5 POINTS

NOTES:

An. Shelter
IF Zoo Education Center
Juniper Hills Clubhouse
Chubbuck City Hall

<i>3</i>
<i>3</i>
<i>5</i>
<i>3</i>
<i>—</i>

14

Clubhouse was a phased remodel

Only grade 4

• **PROJECT APPROACH**

OVERALL APPROACH FOR THIS PROJECT

1-5 POINTS

NOTES:

Good approach (typos in packet)
(Basic)

<i>3</i>

• **PROPOSED SCHEDULE**

TIMEFRAME FOR PROJECT

1-5 POINTS

NOTES:

Feb 2025 - April 2027

<i>2</i>

• **FAMILIARITY WITH CITY, STATE, FEDERAL LAWS & REGULATIONS**

DESCRIBE LAWS/REGS THAT MAY BE APPLICABLE & PLAN TO COMPLY

1-5 POINTS

NOTES:

No laws listed specifically but question is mentioned

<i>1</i>

• **LOCAL FIRM**

IS THE FIRM BASED IN THE CITY OF POCATELLO

0 OR 5 POINTS

NOTES:

yes

<i>5</i>

11

TOTAL POINTS SCORED

TOTAL POINTS POSSIBLE

<i>42</i>

70

12

QUALIFICATIONS FOR CONSTRUCTION MANAGEMENT SERVICES - RECYCLING REMODEL
SCORING MATRIX

VENDOR NAME: Design West

RATERS NAME: Teresa

CORRECT SUBMITTAL PROCEDURE

MET SUBMITTAL DEADLINE @ PROPER LOCATION

QUALIFICATIONS PACKET INCLUDED

PROPOSAL FORM SIGNED AND DATED

COPY OF CURRENT PUBLIC WORKS CONSTRUCTION MANAGER LICENSE

YES NO

☒	☐
☒	☐
☒	☐
☒	☐

SCORED SELECTION CRITERIA

• **BRIEF FIRM DESCRIPTION**

NUMBER OF YEARS COMPANY HAS BEEN IN OPERATION

1-5 POINTS

NOTES:

132 years

5

• **PAST PERFORMANCE**

REFERENCE LETTER #1 SDH 25 2024

1-5 POINTS

REFERENCE LETTER #2 North Logan City 2024

1-5 POINTS

REFERENCE LETTER #3 NA

1-5 POINTS

NOTES:

<u>3</u>
<u>3</u>
<u>—</u>

City Offices - Logan
Highland

only 2

Top 2

• **PROJECT MANAGER AND KEY STAFF**

EXPERIENCE OF KEY PERSONNEL, EDUCATION, TRAINING

1-5 POINTS

NOTES:

lots of exp

4

15

Landscape Architect

• **SIMILAR MUNICIPAL PROJECT EXPERIENCE**

PROJECT #1 N. Logan Civic Center

1-5 POINTS

PROJECT #2 Logan City Library

1-5 POINTS

PROJECT #3 Logan City main shops

1-5 POINTS

PROJECT #4 Lehi Fire station

1-5 POINTS

NOTES:

<u>3</u>
<u>3</u>
<u>3</u>
<u>2</u>
<u>—</u>

12

No Clubhouse exp

Only grade 4

• **PROJECT APPROACH**

OVERALL APPROACH FOR THIS PROJECT

1-5 POINTS

NOTES:

Typos throughout booklet, all packets different
Ideas/sketch included

2

• **PROPOSED SCHEDULE**

TIMEFRAME FOR PROJECT

1-5 POINTS

NOTES:

Jan 2025 - May 2027?

Calendar typos - written doesn't match calendar (Grant)

2

• **FAMILIARITY WITH CITY, STATE, FEDERAL LAWS & REGULATIONS**

DESCRIBE LAWS/REGS THAT MAY BE APPLICABLE & PLAN TO COMPLY

1-5 POINTS

NOTES:

No laws/regs listed but question
is mentioned

1

• **LOCAL FIRM**

IS THE FIRM BASED IN THE CITY OF POCATELLO

0 OR 5 POINTS

NOTES:

located in Logan UT.

90 minutes away

0

TOTAL POINTS SCORED

32

TOTAL POINTS POSSIBLE

70

32

QUALIFICATIONS FOR CONSTRUCTION MANAGEMENT SERVICES - RECYCLING REMODEL
SCORING MATRIX

VENDOR NAME: *Brady Architecture*

RATERS NAME: *Carra Simpson*

CORRECT SUBMITTAL PROCEDURE

	YES	NO
MET SUBMITTAL DEADLINE @ PROPER LOCATION	☒	☐
QUALIFICATIONS PACKET INCLUDED	☒	☐
PROPOSAL FORM SIGNED AND DATED	☒	☐
COPY OF CURRENT PUBLIC WORKS CONSTRUCTION MANAGER LICENSE	☒	☐

SCORED SELECTION CRITERIA

• **BRIEF FIRM DESCRIPTION**

NUMBER OF YEARS COMPANY HAS BEEN IN OPERATION	1-5 POINTS	3
---	------------	--------------------------------

NOTES: *20 years*

• **PAST PERFORMANCE**

REFERENCE LETTER #1	<i>Bannock Co. - detailed</i>	1-5 POINTS	5
REFERENCE LETTER #2	<i>IF County Club - Relevant</i>	1-5 POINTS	5
REFERENCE LETTER #3	<i>Bingham Hospital</i>	1-5 POINTS	3

NOTES:

(10)

TOP 2

• **PROJECT MANAGER AND KEY STAFF**

EXPERIENCE OF KEY PERSONNEL, EDUCATION, TRAINING	1-5 POINTS	3
--	------------	--------------------------------

NOTES: *3 team members (main)*
6 members including engineers

• **SIMILAR MUNICIPAL PROJECT EXPERIENCE**

PROJECT #1	<i>IF County Club</i>	1-5 POINTS	5
PROJECT #2	<i>Pocatello P&R</i>	1-5 POINTS	4
PROJECT #3	<i>Bannock Youth Event Center</i>	1-5 POINTS	4
PROJECT #4	<i>Brady St Clair Office</i>	1-5 POINTS	3
PROJECT #5	<i>Patrol Sq. Alliance Title</i>	1-5 POINTS	3

NOTES:

(16)

TOP 4

• **PROJECT APPROACH**

OVERALL APPROACH FOR THIS PROJECT	1-5 POINTS	5
-----------------------------------	------------	--------------------------------

NOTES: *clear cut, specific*

• **PROPOSED SCHEDULE**

TIMEFRAME FOR PROJECT	1-5 POINTS	5
-----------------------	------------	--------------------------------

NOTES: *Construction - Early Spring 2025*

• **FAMILIARITY WITH CITY, STATE, FEDERAL LAWS & REGULATIONS**

DESCRIBE LAWS/REGS THAT MAY BE APPLICABLE & PLAN TO COMPLY	1-5 POINTS	0
--	------------	--------------------------------

NOTES: *no call out*

• **LOCAL FIRM**

IS THE FIRM BASED IN THE CITY OF POCATELLO	0 OR 5 POINTS	5
--	---------------	--------------------------------

NOTES: *Pocatello*

TOTAL POINTS SCORED
TOTAL POINTS POSSIBLE

70
60

417

QUALIFICATIONS FOR CONSTRUCTION MANAGEMENT SERVICES - RECYCLING REMODEL
SCORING MATRIX

VENDOR NAME: *Myers Anderson*

RATERS NAME: *Seana Simpson*

CORRECT SUBMITTAL PROCEDURE

MET SUBMITTAL DEADLINE @ PROPER LOCATION

QUALIFICATIONS PACKET INCLUDED

PROPOSAL FORM SIGNED AND DATED

COPY OF CURRENT PUBLIC WORKS CONSTRUCTION MANAGER LICENSE

YES NO

☒	☐
☒	☐
☒	☐
☒	☐

SCORED SELECTION CRITERIA

• **BRIEF FIRM DESCRIPTION**

NUMBER OF YEARS COMPANY HAS BEEN IN OPERATION

1-5 POINTS

<i>4</i>

NOTES: *47 years*

• **PAST PERFORMANCE**

REFERENCE LETTER #1

1-5 POINTS

<i>3</i>

REFERENCE LETTER #2

1-5 POINTS

<i>5</i>

REFERENCE LETTER #3

1-5 POINTS

<i>0</i>

NOTES:

*Chubbuck City Hall
Juniper Hills Country Club (1831m)*

Top 2

(8)

• **PROJECT MANAGER AND KEY STAFF**

EXPERIENCE OF KEY PERSONNEL, EDUCATION, TRAINING

1-5 POINTS

<i>4</i>

NOTES: *15 Team Members*

5 specific personnel

• **SIMILAR MUNICIPAL PROJECT EXPERIENCE**

PROJECT #1 *Idaho Falls 700 (11,400 sq. ft.)*

1-5 POINTS

<i>3</i>

PROJECT #2 *Juniper Hills Country Club (Pocatello)*

1-5 POINTS

<i>5</i>

PROJECT #3 *Chubbuck City Hall*

1-5 POINTS

<i>3</i>

PROJECT #4 *Pocatello Animal Shelter*

1-5 POINTS

<i>3</i>

PROJECT #5

1-5 POINTS

<i>3</i>

NOTES:

ISU Alumni Visitor Center

Juniper Hills

ISU Rec Center Barnacks Boise, Id.

Top 4

(14)

• **PROJECT APPROACH**

OVERALL APPROACH FOR THIS PROJECT

1-5 POINTS

<i>3</i>

NOTES: *lengthy, not city specific
Boiler-plate language*

• **PROPOSED SCHEDULE**

TIMEFRAME FOR PROJECT

1-5 POINTS

<i>3</i>

NOTES: *Construction: April 2020*

• **FAMILIARITY WITH CITY, STATE, FEDERAL LAWS & REGULATIONS**

DESCRIBE LAWS/REGS THAT MAY BE APPLICABLE & PLAN TO COMPLY

1-5 POINTS

<i>2</i>

NOTES: *No Specifics*

• **LOCAL FIRM**

IS THE FIRM BASED IN THE CITY OF POCATELLO

0 OR 5 POINTS

<i>5</i>

NOTES: *pocatello*

TOTAL POINTS SCORED

TOTAL POINTS POSSIBLE

<i>43</i>

43

70

66

QUALIFICATIONS FOR CONSTRUCTION MANAGEMENT SERVICES - RECYCLING REMODEL
SCORING MATRIX

VENDOR NAME: *Design West*

RATERS NAME: *Searra Simpson*

CORRECT SUBMITTAL PROCEDURE

	YES	NO
MET SUBMITTAL DEADLINE @ PROPER LOCATION	✓	
QUALIFICATIONS PACKET INCLUDED	✓	
PROPOSAL FORM SIGNED AND DATED	✓	
COPY OF CURRENT PUBLIC WORKS CONSTRUCTION MANAGER LICENSE	✓	

SCORED SELECTION CRITERIA

• **BRIEF FIRM DESCRIPTION**

NUMBER OF YEARS COMPANY HAS BEEN IN OPERATION	1-5 POINTS	5
---	------------	---

NOTES: *132*

• **PAST PERFORMANCE**

REFERENCE LETTER #1 <i>SDAS (2024) + HHS</i>	1-5 POINTS	4
REFERENCE LETTER #2 <i>N. Logan City (2024) Offices</i>	1-5 POINTS	3
REFERENCE LETTER #3	1-5 POINTS	0

NOTES:

TOP 2

(7)

• **PROJECT MANAGER AND KEY STAFF**

EXPERIENCE OF KEY PERSONNEL, EDUCATION, TRAINING	1-5 POINTS	5
--	------------	---

NOTES: *41 Full Time Employees*

41 dedicated staff members, 22, 40, 41, 12 years experience

• **SIMILAR MUNICIPAL PROJECT EXPERIENCE**

PROJECT #1 <i>N. Logan Civic Center</i>	1-5 POINTS	3
PROJECT #2 <i>Logan Library</i>	1-5 POINTS	3
PROJECT #3 <i>Layton Maintenance Shop</i>	1-5 POINTS	3
PROJECT #4 <i>Lehi Fire Station</i>	1-5 POINTS	3
PROJECT #5	1-5 POINTS	0

NOTES:

TOP 4

relevancy?

(12)

• **PROJECT APPROACH**

OVERALL APPROACH FOR THIS PROJECT	1-5 POINTS	3
-----------------------------------	------------	---

NOTES: *Custom for Clubhouse*

All packets different, missing pages, typos throughout

• **PROPOSED SCHEDULE**

TIMEFRAME FOR PROJECT	1-5 POINTS	1
-----------------------	------------	---

NOTES: *Typos, incorrect year labelled? confusing*

• **FAMILIARITY WITH CITY, STATE, FEDERAL LAWS & REGULATIONS**

DESCRIBE LAWS/REGS THAT MAY BE APPLICABLE & PLAN TO COMPLY	1-5 POINTS	2
--	------------	---

NOTES: *Currently working in Pocatello.*

no specifics mentioned

• **LOCAL FIRM**

IS THE FIRM BASED IN THE CITY OF POCATELLO	0 OR 5 POINTS	0
--	---------------	---

NOTES: *Logan Office*

TOTAL POINTS SCORED 35
TOTAL POINTS POSSIBLE 70

(60)