AGENDA
HEALTH AND HUMAN SERVICES COMMITTEE
HUMAN SERVICES BOARD
REGULAR MEETING
TUESDAY, MAY 28, 2024 – 8:00 AM
ADMINISTRATION CENTER - ROOM A-200
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

The public can access the meeting by viewing the live stream at the link which will be opened five minutes before the call to order:

Health & Human Services Committee / Human Services Board Live Stream

The public can submit comments here: Public Comment Form
Public Comment Policy & Instructions For Submitting Public Comments Online

1. **CALL TO ORDER**
2. **PROPER NOTICE**
3. **STAFF AND COMMITTEE INTRODUCTIONS**
4. **HEALTH AND HUMAN SERVICES COMMITTEE VERSUS HUMAN SERVICES BOARD**
5. **PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS**
6. **APPROVAL OF MINUTES**
   a. March 26, 2024
7. **LASATA SENIOR LIVING CAMPUS**
   a. Action Items:
      1. Award of Architectural & Engineering Services for Lasata CBRF
   b. Management/Financial/Informational Reports
      1. Lasata Campus Monthly Reports
8. **VETERANS SERVICES OFFICE**
   a. Management/Financial/Informational Reports
      1. Veterans Services Report
9. **PUBLIC HEALTH**
   a. Action Items:
      1. Increase of Revenue Budget Amendment Wisconsin Department of Natural Resources 2024 Wisconsin Beach Monitoring Program Grant
      2. Increase of Revenue Budget Amendment 2024 Lead in Water Testing and Remediation Initiative
      3. Resolution: Amending Chapter 3 of the Ozaukee County Policy and Procedure Manual – Creation of Quality Improvement and Communications Manager
   b. Management/Financial/ Informational Reports
      1. Public Health
10. **HUMAN SERVICES**
   a. Discussion Items:
      1. Presentation on Youth Justice and Child Protective Services by Kim Quam
   b. Management/Financial/Informational Reports
      1. HS/Aging/ADRC Financial Report - April 2024
11. **NEXT MEETING DATE**
      Set Meeting Day and Time
12. **ADJOURNMENT**

A quorum of members of committees or the full County Board of Ozaukee County may be in attendance at this meeting for purposes related to committee or board duties, however, no formal action will be taken by these committees or the board at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the County Clerk's Office at 262-284-8110, twenty-four (24) hours in advance of the meeting.

Updated 5/22/2024 8:56 AM

Health and Human Services Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **May 28, 2024**
DEPARTMENT: **County Clerk**
DIRECTOR: **Karen Niemuth**
PREPARER: **Amy Rhines**

Agenda Summary March 26, 2024

<https://www.ozaukeecounty.gov/AgendaCenter/ViewFile/Minutes/_03262024-3387>

HEALTH AND HUMAN SERVICES COMMITTEE

Health and Human Services Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **May 28, 2024**
DEPARTMENT: **Administrator**
DIRECTOR: **Jason Dzwinel**
PREPARER: **Jason Wittek**

Agenda Summary Award of Architectural & Engineering Services for Lasata CBRF

BACKGROUND INFORMATION: The County Board authorized by Resolution in September, 2023, the solicitation and selection of architectural and engineering services for the construction of a $4.5 million Community Based Residential Facility (CBRF) at the Lasata Campus. Preliminary design plans estimated $4.5 million in construction expenses to complete the proposed 18,000 sf CBRF, housing 24 residents split into two households, with residential and services spaces. ARPA funding was set aside for this project in the authorizing resolution.

Altius was selected as the Construction Management firm in March. The next step is electing an Architectural & Engineering (A/E) Services, before work can begin on pre-construction design and construction specification documents that will be developed for a bid package. Construction is expected to commence later this year.

ANALYSIS: A Request for Proposals (RFP) was let by the County, due May 9th. Four quality proposals were submitted by; 1) AG Architecture, 2) Dimension Design Group, 3) Plunket Raysich Architects, and 4) Thrive Architects all headquartered close by in Wisconsin**.** A selection committee met as a team to score and rank the proposals by consensus, according to the scoring criteria in the RFP.

While the cost proposal was part of the scoring criteria, it was not the only factor in selecting architectural and engineering services, as this was not a construction bid, but a professional services contract. All four architectural and engineering service came in between 6-10% of the estimated construction costs of $4M. Dimension and Plunket Raysich both scored a 100, while AG and Thrive scored a 90. The fee proposal from Dimension is the lowest at $252,202, followed by Thrive at $314,190, Plunket Raysich at $345,500, and AG Architecture was the highest at $395,810.

FISCAL IMPACT:

Balance Current Year:

Next Year's Estimated Cost: $0

FUNDING SOURCE:

County Levy: $0

Non-County Levy:

Indicate source: ARPA

RECOMMENDED MOTION: Award Contract of A/E Services

ATTACHMENTS:

- A-E Services Proposal Scoresheet_5-13-24_scored (PDF)
- AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (PDF)
- DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (PDF)
- PRA_Ozaukee Lasata Proposal_REDUCED SIZE (PDF)
- Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (PDF)
- Ozaukee County RFP for A-E Services_Lasata CBRF_FINAL_4-18-2024 (PDF)
- Ozaukee County Lasata CBRF - A-E RFP Addendum #1_5-3-2024 (PDF)

HEALTH AND HUMAN SERVICES COMMITTEE

OZAUKEE COUNTY

Evaluation of Request for Proposals
for Architectural & Engineering Services for Construction of a CBRF at Lasata Senior Living

	Project Coordinator/Lead's Experience	Firm's Project Completion Background & Capabilities	References from Similar Projects	Project Understanding, Responsiveness to Scope	Budget/Cost Proposal	Total	
	Max 20 Points	*Max 20 Points*	*Max 20 Points*	*Max 25 Points*	*Max 15*	100	
AG Architecture	20	15	20	25	(10)395810	90	9.9(
Dimension Design Group	20	20	20	25	(15) $252,202	100	6.31
Plunket Raysich Architects	20	20	20	25	(15)$337,500 ($8,000)	100	8.64
Thrive Architects	15	15	20	25	(15) $314,180	90	7.85
Selection Criteria	Qualifications, experience, and ability of project coordinator exceed what is required **20pts** Qualifications, experience, and ability meet what is required **15pts** Qualifications, experience, and ability less than required **10pts** Less than 1 year experience in project coordination **5pts** No experience/inadequate **0pts**	Direct experience with CBRF projects within proposed timeframe & budget **20pts** Comparable or similar projects or public construction **15pts** Demonstrates competence but no direct CBRF or public construction experience **10pts** Working on a similar project; not yet completed **5pts** No work on a similar project **0pts**	Respondent lists 3 previous clients with similar projects and all references give excellent response on quality of service **20pts** Respondent lists 2 previous clients **15pts** Respondent lists 1 previous client **10pts** Respondent lists no previous references **0pts**	Needs of project are fully addressed in Proposal **25pts** Needs of project are somewhat addressed in Proposal **15pts** Needs of project are not addressed/resolved in Proposal **0pts**	Budget within Ozaukee County's capacity as proposed **15pts** Budget slightly above Ozaukee County's capacity as proposed; potentially feasible with modest adjustment **10pts** Budget not reasonably within Ozaukee County's capacity as proposed; would require extensive adjustment to be feasible **0pts**		

Attachment: A-E Services Proposal Scoresheet_5-13-24_scored (Award of Architectural & Engineering Services for Lasata CBRF)

OZAUKEE COUNTY

LASATA SENIOR LIVING CBRF ADDITION

9 MAY 2024

AG ARCHITECTURE

Bright Vision. Bold Communities.

Attachment: AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata

AG ARCHITECTURE

1414 Underwood Ave, #301
Wauwatosa, WI 53213
414.431.3131

agarch.com

Bright Vision.
Bold Communities.

Ozaukee County
County Administrator's Office
121 W Main Street
Port Washington, WI 53074

Attn: Lasata CBRF A/E Services
Re: Lasata Senior Living Campus of Ozaukee County Request for Proposal

To whom it may concern,

Thank you for your interest in continuing our partnership as the planning for the Lasata CBRF expansion moves forward. We value our relationship with the Lasata team and are proud of the conceptual designs that have been created thus far. We are excited to continue the planning process and help you bring a much-needed community resource to the residents of Ozaukee County.

As nationally recognized experts in planning and design for the senior living sector, we know that creating the right solution isn't easy. It requires broad vision, creative insight and authentic engagement with your leaders and community stakeholders. AG stands ready to be your partner in developing the best possible supportive living options for your residents.

We're proud of our reputation as innovators, consensus builders and good listeners. We know that the most successful projects start with a master plan that honors the past while creating excitement for the future.

AG is uniquely qualified to be your partner in transforming supportive living at the Lasata Senior Living Campus of Ozaukee County.

- **Our previous work with your team on this project positions us to hit the ground running and maximize the momentum we've built to keep this project moving forward.**
- **We are out-of-the-box thinkers who specialize in collaboration. We are experts in creating a sense of community that inspires engagement and improves the quality of life for those who live, work and visit the places we help create.**
- **We will always work to ensure the architectural solution aligns with your vision, goals, operational objectives and economic parameters.**

We're excited to continue our work with Ozaukee County team to bring CBRF assisted living and memory care offerings online in order to provide a full continuum of care to your residents. We look forward to bringing our commitment to **Bright Vision. Bold Communities.** to the people of Ozaukee County.

Sincerely,

AG ARCHITECTURE

ANDREW L ALDEN, M. ARCH
Senior Associate
Senior Project Designer

DAVID TRINKNER
Senior Associate
Project Manager

Attachment: AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata

CONTENTS

4.2 - 4.3	Project Scope & Work Plan
4.4	Firm Profile Work Examples References
4.5	Project Team Work Assignments & Experience Sub-Contractors List & Resumes

Attachment: AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata

PROJECT SCOPE & WORK PLAN

THE PROJECT SCOPE IS TO FINALIZE A/E PLANNING, PROVIDE DESIGN AND CONSTRUCTION ADMINISTRATIVE SERVICES AS DESCRIBED IN STEPS 1 THROUGH 7, SECTION 3.0 SCOPE OF SERVICES FOR A NEW 24 RESIDENT CBRF OF APPROXIMATELY 18,000 S.F.

THE NEW CBRF WILL BE CONSTRUCTED ADJACENT AND CONNECTED TO THE EXISTING LASATA CARE CENTER IN CEDARBURG, WI.

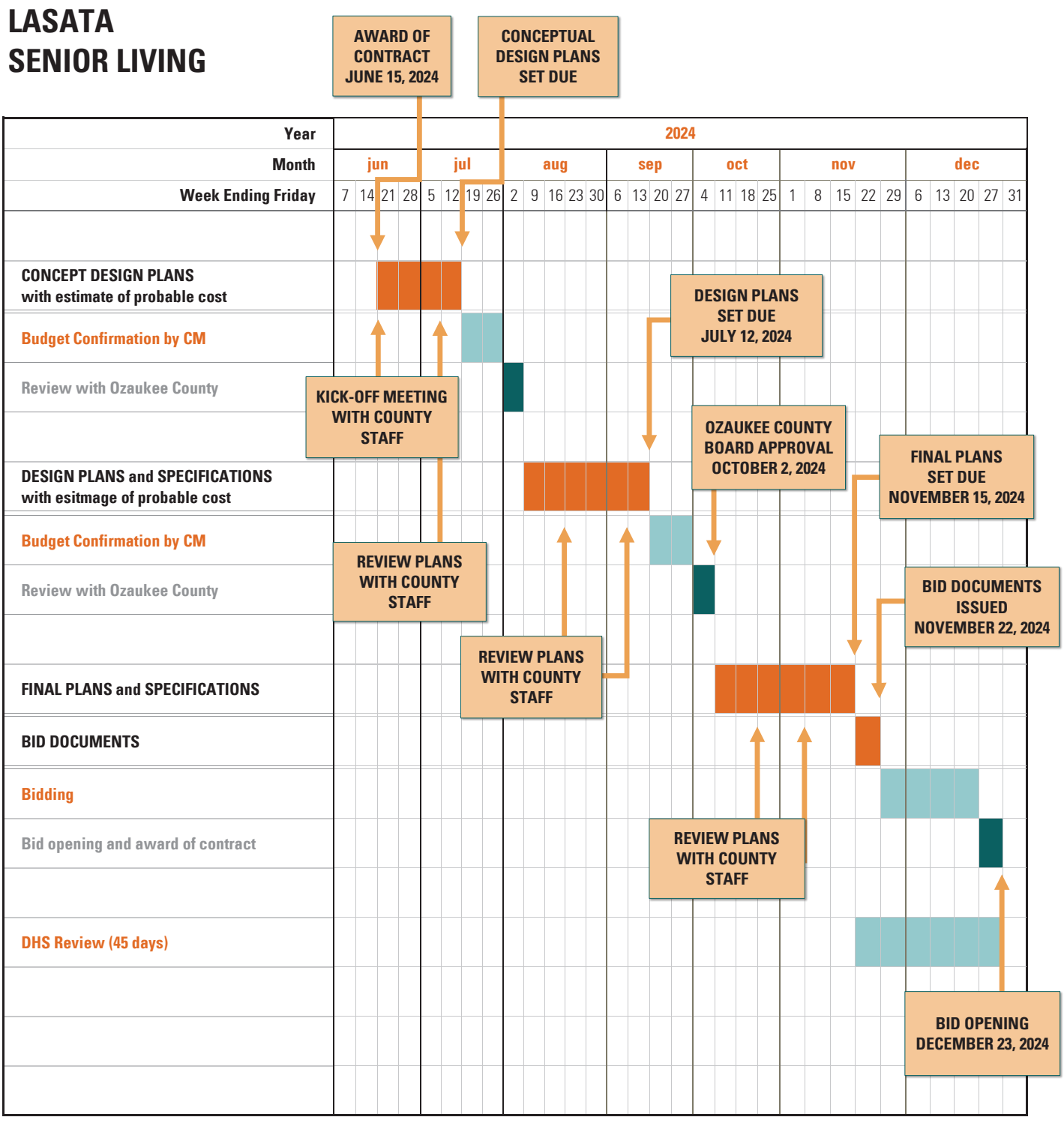
AG'S SCOPE OF WORK WILL PROVIDE THE FOLLOWING DESIGN AND ENGINEERING SERVICES:

- ARCHITECTURAL
- STRUCTURAL
- MECHANICAL
- ELECTRICAL
- PLUMBING
- INTERIOR DESIGN
- CIVIL
- LANDSCAPE

Attachment: AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata

Work Plan

AG's work plan reflects Lasata's requirements for awarding construction contracts by 31 December 2024. Our previous experience on the campus will allow us to quickly advance through Concept Design. Through each step of the process, AG will schedule periodic meetings with staff to present progress and keep all stakeholders informed. The schedule also provides for a "pencil's down" period between phases to allow for pricing verification by the CM and internal review by the team.



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FIRM PROFILE

AG IS NOT YOUR AVERAGE ARCHITECTURE FIRM. AND THAT'S WHAT MAKES US EXTRAORDINARY. OUR TEAM OF DESIGN EXPERTS CONTINUE TO BE RECOGNIZED AS INDUSTRY LEADERS IN DESIGN FOR THE SENIOR LIVING MARKET

- WORK EXAMPLES
- REFERENCE LETTERS
- CLIENT REFERENCES

FIRM PROFILE

AG ARCHITECTURE

1414 Underwood Ave, #301
Wauwatosa, WI 53213
414.431.3131

agarch.com

Katie Miller, MSM
Director of Business Development
kmiller@agarch.com

Established

March 1992, Wisconsin Corporation

Specialization

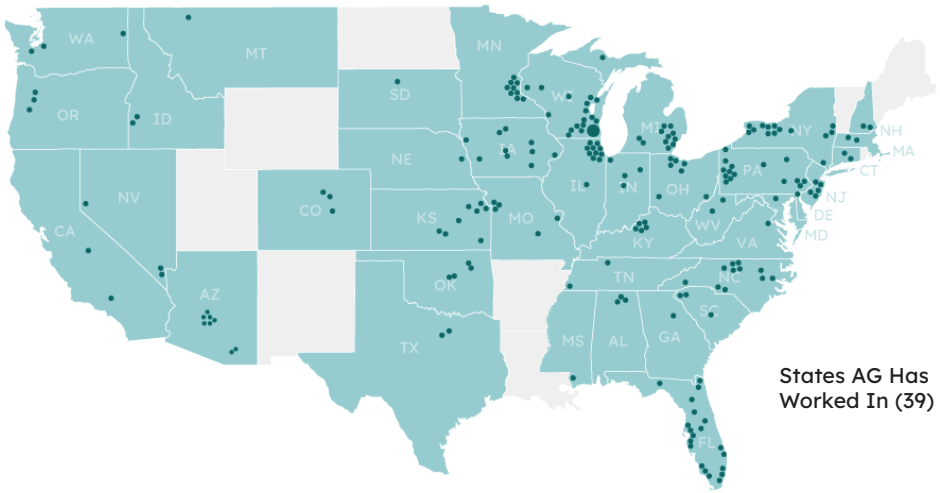
The AG Team understands the intricacies of designing places where people live, creating environments that enhance lifestyles and embedding a sense of community in every project. AG is known for providing vision, building consensus and bringing certainty and predictability to the construction process. The AG Team looks forward to bringing a commitment to—**Bright Vision. Bold Communities.**—to your project.

Affiliations

- American Institute of Architects (AIA)
- Argentum
- LeadingAge
- Society for the Advancement of Gerontological Environments (SAGE)

Our Team

6 Leadership	**16** Architects	**5** Engineers	**1** Construction Inspector
2 Administrative	**25** Draftspeople	**1** Business Development	



States AG Has Worked In (39)

Attachment: AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata

SERVICES

Architectural Services

AG offers extensive experience including all phases of planning, design, project management, as well as the supervision and observation of construction.

Planning & Design

- Urban & Master Planning
- Programming
- Conceptual Design
- ADA/Accessibility Studies
- Sustainable Design
- 3-D Renderings & Visualization
- Site Evaluation, Analysis & Selection
- Design Development
- Post Occupancy Evaluation
- Modular Design

Construction Administration

- Project Scheduling & Budgeting
- Schematic Design
- Bidding & Negotiation
- Building Code Reviews
- Construction Contract Administration & Management
- Construction Documents & Specifications

Engineering Services

In-house engineering provides completely coordinated, energy efficient systems with sensitively placed equipment, piping and ductwork that mesh with the architectural elements. We provide creative solutions within complex architectural designs.

Mechanical

- Design of forced air & hydronic HVAC systems
- Analysis of existing systems
- Specification of products & systems

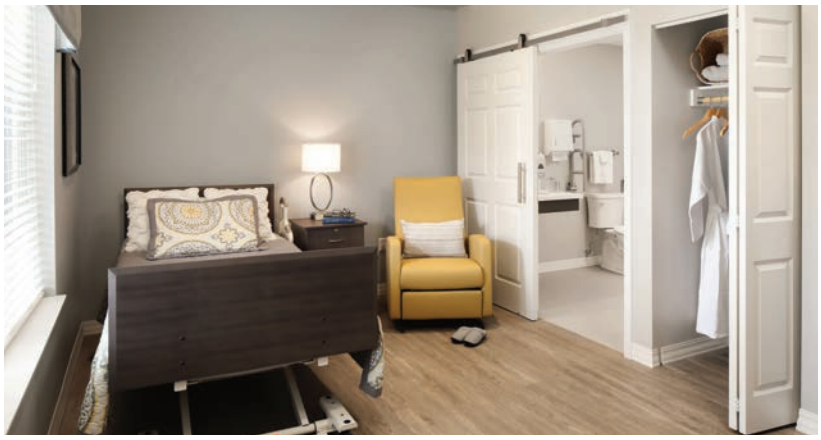
Electrical

- Design of lighting & power distribution
- Address life safety, critical branch & emergency requirements
- Specify emergency & alarm systems

Plumbing

- Coordinate with water, sewer & natural gas utilities
- Design commercial and domestic water, waste & storm conveyance systems
- Design kitchen grease & other special waste systems
- Specify and review fire sprinkler systems

Attachment: AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata



CONGREGATIONAL HOME

Brookfield, Wisconsin

PROJECT CHALLENGE

As a reputable provider of a full continuum of care, Congregational Home wanted to address the marketability of its community. From creating flexible floor plans and short-term rehabilitation suites to adding a dedicated memory care household, phased projects address industry trends, market demands, and future growth.

DESIGN SOLUTION

AG's work on campus began by helping Congregational Home introduce a more attractive IL option to the market to support aging in place. Working within existing building constraints, the AG Team reconfigured the layouts of 24 units to create 32 new IL floor plans with modern conveniences. Flexibility was a priority in the redesign, allowing each unit to adapt to accommodate assisted living services if needed. The unit plans include more modern kitchens and larger bathrooms. Accessibility features, such as roll-in-showers and greater clearances in front of appliances and plumbing fixtures, allow the units to support varying health needs should a greater level of care be required.

The next project addressed skilled nursing by introducing a hospitality-inspired, short-term rehabilitation experience. One wing of 26 skilled nursing rooms was reconfigured to provide 13 fully furnished, one-bedroom suites, each with a living area, kitchenette, and fully accessible bathroom. The reconfiguration included an easily accessible therapy suite within the wing and a lounge area to encourage socialization among the short-term residents.

The most recent project included a building addition to address the community's need for a dedicated memory care household and provide additional assisted living amenities. Located adjacent to the CBRF wing, the memory care household includes 21 private rooms with fully accessible bathrooms and ample dining, living, and activity spaces. The lower lever AL expansion provides a coffee area, fitness room, theater, office, and community room.

OWNER
Congregational Home
Brookfield, WI

COMPLETED
August 2022

ESTIMATED COST
$3.8 million

UNITS
Independent Living - 32

SQUARE FEET
39,355 Renovated

Attachment: AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata

Congregational Home
Retirement Community

May 3, 2024

To Whom It May Concern,

Congregational Home is a faith based, not for profit, Continuing Care Retirement Community in Brookfield WI. Established in 1974, Congregational Home has worked hard to remain relevant and competitive.

AG Architecture has been a great partner over the years on our re-design and addition projects, including a full renovation of our Independent & Assisted Living Apartments, a renovation of an old kitchenette, and most recently AG designed our large addition of a beautiful 21 Bed CBRF Assisted Living and Wellness Center. Once opened our CBRF filled up within 5 months.

The AG team has been accountable to any concern or question, as well as stayed involved and dedicated to our projects, from the initial review and conceptual designs, to assisting us with City approval meetings, to full involvement in weekly production meetings.

We have great confidence in AG's design ability and have recently entered into a new agreement to renovate our fifty-year-old Skilled Nursing Center.

I highly recommend AG and I am confident they will serve you with great respect, professionalism, and a beautiful design! Please feel free to contact me with any questions at ksprtel@congregationalhome.org or 262-781-0590.

Best Regards,

Kris Sprtel CEO

Kris Sprtel LNHA
President, CEO

Attachment: AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata

RIVERWOODS | MASTER PLANNING

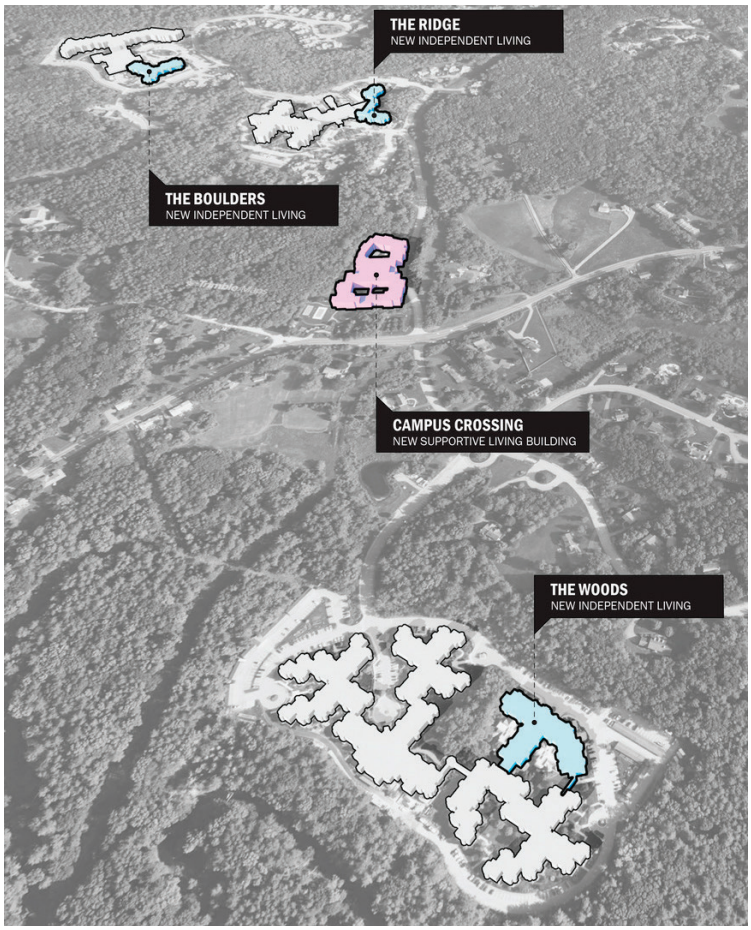
In order to continue its reputation as a premier senior living provider in northern New England, RiverWoods Group called upon AG to collaborate on an extensive master planning effort.

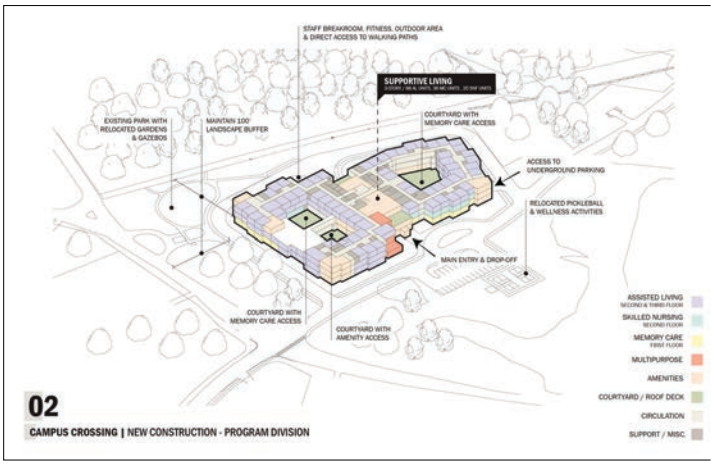
The initial charrette and discussions focused attention on creating a new supportive living replacement. The intent was to bring supportive living services to a centralized location and create opportunities for additional independent living (IL) options and amenities on the Woods, Boulders and Ridge campuses. Design concepts were developed and explored, large-scale master planning opportunities were investigated and feedback was gathered from focus groups with residents, staff and leadership.

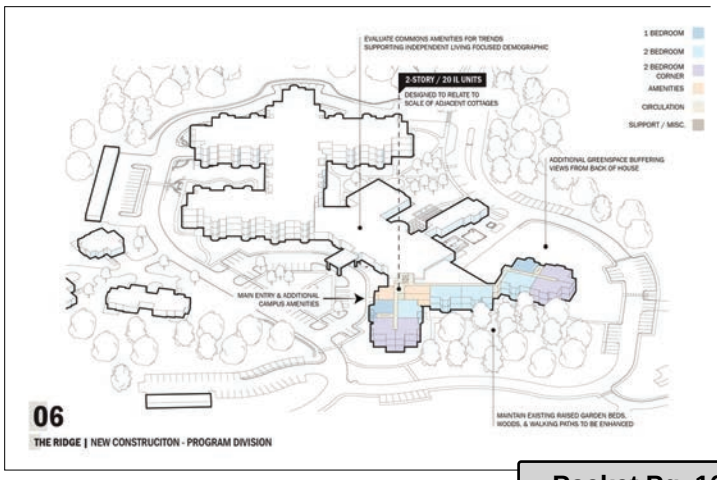
RiverWoods Leadership with support from the development team, architect and civil engineer began to review opportunities for locating the supportive living environment on a separate site instead of connecting it to the greater Ridge Campus. Based on the thorough planning explorations and focus group feedback, the team identified Campus Crossing as the prime site for a comprehensive healthcare experience. The intent is to introduce a supportive living community with the same level of vibrancy and socialization that has become a standard for IL residents.

The design team has developed an overall concept that meets the desired program and provides secured memory care households, ample options for assisted living outdoor access and dedicated skilled rehabilitation space. The program's needs are being met with state-of-the-art amenities for residents and visitors as well as enhanced experiences for staff to relax and rejuvenate while providing efficient support to the residents. AG has worked with the civil engineer to identify the best use of the site. The areas that will have the least impact on the natural environment have been considered while allowing for a large enough site to create the desired experience for residents and staff.

The strategic decision to design a new supportive living environment on a separate site has paved the way for elevating the IL experience at each community. The team has developed thoughtfully phased plans for demolition, renovations, additions and new construction on the Woods, Boulders and Ridge campuses. As healthcare services on each campus are relocated to the new supportive living environment a variety of vibrant living options and resident amenities will be integrated into each community. All projects are positioned to meet the operations and marketing goals of RiverWoods Group while maintaining its philosophy of "life-expanding communities that change expectations for aging for the better."







Attachment: AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata

RIVERWOODS | MASTER PLANNING

LONG-TERM PARTNERS WHO KNOW HOW TO PIVOT

With sights set on long-term goals, it is important for team members to be able to pivot and adjust as development opportunities arise. Such was the case with RiverWoods Group acquisition of Birch Hill and the development opportunity presented in Durham.

Throughout the overall master planning process, AG has helped meet the design and development needs of RiverWoods Group. Project highlights include:

2016—Present RiverWoods Master Planning

2016—2018 Birch Hill Repositioning

2017—2020 The design of RiverWoods Durham—a “Hip. Cool. Fun.” senior living option on an 11-acre wooded property conveniently located two miles from historic downtown Durham and the University of New Hampshire campus.

2020—2022 Remodeling efforts at The Ridge at 15

2022—Present Manchester Cottages—The design provides a modern cottage experience within the footprint of a previously planned cottage development. Floor plans and exterior design details were executed to work within already approved community documents.

2022—Present Manchester Remodel—An upgraded dining experience for assisted living residents.

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RiverWoods

May 7, 2024

Eric Robert Harrmann, AIA
Chief Design Officer
AG Architecture

Dear Eric:
Thank you for the opportunity to write a letter of recommendation for AG Architecture. As you know, AG has been the architect for three major projects for RiverWoods, beginning our relationship nearly 7 years ago. This has included one new CCRC (LPC), one major cottage project, and the current development of a centralized health care center on our flagship campus (with all kinds of associated redesign of existing spaces!)

We have worked with other architects in the past, and while I think most architects can produce creative designs and pretty pictures, the relationship with AG has been a step above. The difference is in the listening and in the partnership. Over the course of three projects you have shown the ability to listen, and to translate the needs and wants of our team, our residents and our Board of Trustees into practical, functional and reasonable designs. You have challenged our thinking when we didn't go far enough, reigned us in when we were beyond practical, and found a creative path to overcome the obstacles that exist in meeting our goals.

I appreciate the time you have taken listening to our team, but even more so I appreciate the time you have taken listening to our residents. Often you had to listen past the words to get to the real meaning – and then you had to translate that meaning into a practical application. I am continuously impressed by your willingness and ability to keep working at our challenges until we come to the best resolution.

I have never once thought of AG as a "consultant", but as a "partner in the solution". Everyone deserves that type of relationship! Again, thank you for providing me this opportunity.

Justine Vogel

Justine Vogel, CPA
President and Chief Executive Officer
The RiverWoods Group

WOODLANDS AT CANTERFIELD

West Dundee, Illinois

PROJECT CHALLENGE

AG and Nelson Construction & Development's collaborative partnership continues to evolve and enhance the AL/MC experience with new communities throughout the Midwest. At Woodlands, the team balances the needs of a for-profit owner (Nelson) with the expertise of a not-for-profit operator, Franciscan Advisory Services.

DESIGN SOLUTION

The placement of the intricate multi-floored assisted living building on a terrain that drops 25 feet provided the opportunity for creative grading design elements, reducing the overall profile of the building to fit into the existing residential neighborhood. To maximize the size of the building and site amenities, a series of retaining walls tie into the surrounding elevations. By creating trail connections to on-site amenities and the larger community of West Dundee, Woodlands offers a variety of opportunities that promote quality of life and a healthy lifestyle.

The planning prioritized biophilic design principles, including enhanced indoor and outdoor connections to support programmed activities and spontaneous interactions between residents and staff. A focal point of the design is the building's two-story volume entranc with a custom woodland-themed art piece, a nod to the former orchard located on the site. Well-considered details continue the woodland concept throughout theamenity spaces, including a tree-themed sculptura element that is back-lit at the community's assisted living and memory care resident entrances. Amenity spaces promote choice and healthy living, including several dining options (pub lounge, bistro, and formal restaurant), a fitness studio, a full-service salon, a theater, a multipurpose room, club rooms, and a librar The memory care courtyard provides areas for reflectior outdoor gardening, and relaxation on small terraces. A variety of floor plan options for assisted living and memory support residents differentiate the communit and better serve the needs of older adults.

OWNER
Nelson Development

COMPLETED
June 2023

ESTIMATED COST
$33.6 million

UNITS
Assisted Living - 90 units
Memory Support - 36 units

SQUARE FEET
136,902 Total
108,027 Assisted Living
28,875 Memory Support

Attachment: AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata

NELSON
CONSTRUCTION
& DEVELOPMENT

Jacob Wolfgang
Director of Development
Nelson Construction & Development
405 6th Ave, Suite 201
Des Moines, IA 50309
jacob@nelsonconstruct.com
515-457-9000

May 7th, 2024

Ozaukee County
Attn: Lasata CBRF – A/E
PO BOX 994
121 W Main St
Port Washington, WI 53074

AG Architecture
1414 Underwood Ave., #301
Wauwatosa, WI 53213

Dear Ozaukee County,

I am writing to enthusiastically recommend AG Architecture for Architectural and Engineering Services for Construction of a Community Based Residential Facility (CBRF) for the Lasata Senior Living Campus of Ozaukee County. As the owner of multiple assisted living communities, I have had the pleasure of collaborating with AG Architecture on several projects, and I have consistently been impressed by their professionalism, follow-through, attention to detail, and ability to achieve cost savings without compromising quality.

AG Architecture's professionalism is evident from the initial stages of project conception to its completion. Andrew Alden and David Trinkner have personally overseen each of the 7 projects we've designed and constructed together, and each one has improved upon the last. They approach each project with a high level of expertise and integrity, ensuring that everyone stays informed and is involved throughout the process. Their team communicates effectively, listens to our needs, and provides valuable insights and recommendations, which greatly contribute to the success of our projects.

I have worked with multiple architectural and engineering teams and there is a reason I've done more work with AG than any other. AG Architecture's exceptional follow-through sets them apart in the industry. They

Attachment: AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata

are diligent in meeting deadlines and milestones, and they consistently deliver on their promises. Their depth of experience comes through in the methodical way they approach the problems in front of them. They are unhurried, and I mean that in the best way possible. Their proactive approach to problem-solving and their ability to anticipate and address challenges before they escalate have been instrumental in keeping our projects on time and budget.

I have been impressed with AG's attention to detail, and their culture of continuous learning and innovation produces unique solutions to old and new problems alike.

In conclusion, I wholeheartedly recommend AG Architecture for this or any architectural project. Their professionalism, follow-through, attention to detail, and cost-saving initiatives make them an invaluable partner. I am confident they will perform spectacularly for you on this project.

Please feel free to contact me if you have any questions or want more information on my experiences working with Andrew and Dave and the rest of the AG team.

Sincerely,

Jacob Wolfgang
Director of Development
Nelson Construction & Development

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THE TERRACES OF BOISE SKILLED COTTAGES

Boise, Idaho

PROJECT CHALLENGE

To integrate a forward-thinking senior living community into the surrounding Harris Ranch area.

DESIGN SOLUTION

The Terraces of Boise is the first in the state to offer household design for skilled nursing. Designed with three, small homes, each household includes private suites surrounding an open kitchen and comfortable living space, naturally building more opportunity for social interaction and shared experiences. Personalized plans of care respect established daily routines. While focused, expert medical attention is the priority — creating an engaging family environment is the cornerstone of this nurturing, social model of care.

Choosing to develop a cottage typology posed efficiency challenges, but this determined provider wanted to support resident life by delivering the next dimension of skilled care with standalone buildings. Operational costs did not outweigh the provider's desire to deliver a new paradigm. The project team worked closely with local authorities to address current regulations and push boundaries to support the long term vision and goals.

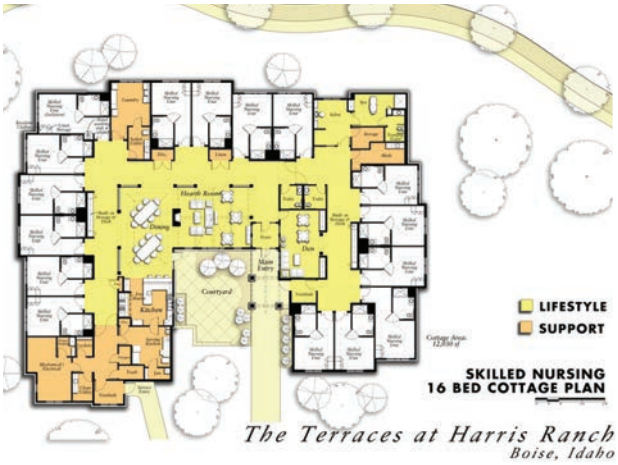
OWNER
American Baptist Homes of the West
Pleasanton, CA

COMPLETED
March 2016

ESTIMATED COST
$53 million

UNITS
Independent Living - 149 units
Assisted Living - 40 units
Memory Support - 24 units
Skilled Nursing - 48 units

SQUARE FEET
414,601 Total



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EDGEWOOD SUMMIT
THE ARTHUR B. HODGES CENTER

Charleston, West Virginia

PROJECT CHALLENGE

To address market demands, this premier senior living community in Charleston, West Virginia wanted to complete its continuum of care with a quality skilled nursing and memory support component.

DESIGN SOLUTION

When the original campus was constructed in the earl 1990s, the hilly site was shaved to create a plateau to locate the development. Part of this project challenge was tucking the strategic addition into the steeply sloping site, the only available space on campus. A U-shaped structure uses a one-story, two-story strategy to respond to the site constraints and meet the complex program requirements.

Divided into five distinct zones, the building offers a lobby area, therapy pavilion, stacked support space memory support and skilled nursing. The ground floor includes an 18-suite, person-centered memory support environment with two, ten-bed sleeping wings adjacer to common living and dining areas. The second floor accommodates a 20-bed short and long-term care skilled nursing environment that echoes the organizational pattern of the floor below. This level includes a compact, but highly efficient therapy suite. Despite limited square footage each floor has proven to be staff-friendly, both in layout and function.

OWNER
Edgewood Summit

COMPLETED
September 2013

ESTIMATED COST
$8.8 million

UNITS
Memory Support - 18 units
Skilled Nursing - 20 units

SQUARE FEET
30,475 Total

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LAKESIDE AT WATERMAN VILLAGE MEMORY CARE

Mount Dora, Florida

PROJECT CHALLENGE

In preparation for potential competition, this proactiv provider wanted to solidify its position in the market b enhancing its senior living community with additional independent living units, a modern amenity package and memory support beds.

DESIGN SOLUTION

In addition to an 87-unit independent living apartment building with an amenity-rich clubhouse, 52 garden homes and two, 16-unit Lakehouses, a sensitively designed memory care component was prioritized to complete the continuum of care on campus.

The space plan welcomes visitors into a light-filled lobby and reception area with a secured entry to the two, 12-unit households. The resident rooms are organized around enticing gathering spaces, including a home-like, dining experience that supports dignity and choice. The design maximizes connections to the outdoors with ample daylight and a secure courtyard. A nature-inspired palette creates a calming atmosphere with inspired interactive art and life skill stations throughout the corridors and gathering spaces to support engagement and wayfinding. Similar to the new independent living environment, the thoughtfully curated art collection infuses the memory care households with the cultural energy of Mount Dora. A highlight of the experience is a sensory room with an illuminated art installation. It is an interactive LED art piece with fiber strands for resident interaction. The room includes tactile sequin art, textured drywall panels and recessed bubble towers. This is a unique environment and a calming sensory experience enjoyed by residents and their families.

OWNER
Waterman Village
Mount Dora, FL

COMPLETION
July 2022

ESTIMATED COST
$50 million

UNITS
Independent Living - 87 units
Memory Support - 24 units
Cottages - 52 units

SQUARE FEET
268,435 Total
126,128 Independent Living
15,937 Commons
16,277 Memory Support

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LAKESIDE AT WATERMAN VILLAGE | MEMORY CARF

MEMORY CARE

ROOMS

1 ENTRY
2 WELCOME LOUNGE
3 VESTIBULE
4 KITCHEN
5 ACTIVITY KITCHEN
6 DINING
7 LIVING ROOM
8 LAUNDRY
9 SPA
10 SALON
11 EMPLOYEE BREAKROOM
12 LOUNGE
13 QUIET/ SENSORY ROOM
14 ACTIVITY
15 CARE OFFICE
16 MED ROOM
17 T.V. LOUNGE
18 DINING
19 CONFERENCE
20 WORK ROOM
21 OFFICE
22 SCREENED PORCH
23 COURTYARD
24 MECHANICAL
25 NURSE STATION

····· MEMORY STATION/ ART FEATURE

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ASSISTED LIVING DESIGN PHILOSOPHY

Transitioning to assisted living from a private home or another setting on campus can be a difficul decision and a strenuous experience for older adults and family members. The design of the buildin can help ease the transition and provide a high-quality environment for living. The sensitive desig of this unique setting starts with seven key factors for consideration:

Encourage interaction.

The physical environment can promote social interactions by considering the daily/weekly routines of residents, family and staff. Planning spaces as enticing vignettes provides a series of settings for meaningful experiences with family and friends. Providing comfortable areas, whether distinct rooms or informal resting points along a corridor, where residents and staff can mingle encourages casual connections.

Thoughtfully plan for the aging body & mind.

An understanding of the aging body and mind informs important design decisions—details that support changing physical and sensory abilities. A few examples:

- Designing for group activities with adjacent areas for one-on-one interaction.
- Designing adaptable spaces to accommodate additional services—allowing residents to age in place.
- Selecting furniture ergonomically designed to support an aging body.
- Being mindful of flooring transitions to promote self-ambulation.
- Increasing general and task-specific light levels for aging eyes.

Continue to celebrate entertainment & food.

While the level of care residents require may be changing, they should still be able to enjoy a vibrant lifestyle. A variety of venues that provide interesting experiences and foster social engagement continue to be important. Designing dining environments and activity areas to offer the same energy and excitement as the hospitality-inspired independent living spaces encourages vitality and provides a welcomin space to engage with visitors and family.

Support active aging.

Many assisted living residents struggle with limited physical mobility. This impacts their worldview and activity level. It is important to arrange a variety of amenity spaces close at hand to support accessibility and alleviate the feeling of a loss of options. Creating visual connections to nature and access to the outdoors car enhance their sense of place. Finally, the provision of a sheltered access point to community transportation will also increase the feeling of connectio and independence.

Strive for an unobtrusive caregiver presence.

As additional services are provided within assisted living environments an overt staffing presence in the form of highly visible staff spaces only serves to reinforce an institutional mindset and a perceived hierarchy of staff control, neither of which give a feeling

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of “home”. Best practices, particularly in household care settings, for staff space design leverage subtlety—integrating important spaces in discreet ways while supporting a quick staff response time when requested by residents.

Support self-care & a positive caregiving experience. This is an important, yet often assumed but not always delivered, design mindset. The physical environment should support self-care and when/if additional staff assistance is needed, it can be given and received with dignity. For many residents this may be the first time assistance is needed doing things that they have done independently for decades. A consideration to improving both self-care and direct care experiences will improve the daily life of residents and staff.

Encourage wellness through outdoor connections. Designing interior spaces to maximize views of the outdoors gives residents and staff a stronger sense of location and wayfinding, thereby enhancing the safety and enjoyment of residents as they move about the community. The introduction of biophilic design principles creates an opportunity to celebrate a health and wellness community mindset with an emphasis on the benefits of the natural world within the household. Structured and individualized options for engagement should be available in the form of dedicated classes or the ability to access spaces when desired.

As assisted living environments continue to evolve, communities are offering additional services within the licensure to alleviate the pressure on skilled nursing environments. With this evolution, design principles become more critical to ensure a residential experience remains and staff feels valued and respected. While these principles focus on the resident it is recognized that staff well-being needs equal attention.

Our Most Recent Assisted Living Communities

** Wisconsin CBRF*

Casa del Mar | Kenosha, WI *
CedarStone | Cedar Falls, IA
The Cesta | Fitchburg, WI *
Copper Wood | Ankeny, IA
East Ridge at Cutler Bay | Cutler Bay, FL
Edgewater | Des Moines, IA
PrairieStone | Cedar Falls, IA
St. Rita Square | Milwaukee, WI
Stevenson Oaks | Fort Worth, TX
Village Pointe Commons | Grafton, WI *
Wichita Presbyterian Manor | Wichita, KS
Woodlands at Canterfield | West Dundee, IL

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MEMORY CARE DESIGN PHILOSOPHY

AG's commitment to person-centered care spans more than three decades. Through our senior living wor across the country, we have played a role in the evolution from provider-centered long-term care to th development of thoughtful, home-like environments—person-centered care. This includes the contemplativ design of memory care environments. Our work in memory care is often one aspect of a greater projec scope. Whether a standalone building or part of a multistory complex, we consider seven key points in th design of memory care environments.

Person-Centered Care.

Being respectful of, and responsive to, individual resident preferences, needs, and values is only part of the goal. We also use the term "Relationship-Based Care" to show that the day-to-day functioning in a senior living community is more than just taking care of the basic needs of residents. It's about designing an operational mindset and physical environment that promotes the development of relationships and an understanding of each other on a personal level.

Environment as a Therapeutic Tool.

The physical memory care environment can be an effective tool to help improve the daily life of residents, staff, and family members. The building provides more than just shelter. For example:

- Residents respond to settings which promote normalized behavior. For example, a dining room that looks like a dining room makes it easier to understand what you should do in the space.
- The environment can promote exploration and engagement for both residents and family members. Visitation is often a struggle in memory care settings. A "history walk" lined with images and artifacts from the community can provide topics for discussion and spark reminiscence.
- Meaningful wandering can be achieved by purposely designing frequent destinations with both active and passive engagement opportunities.
- "Let's take a walk!" It is amazing how many times staff members may utilize walking to redirect and calm an agitated resident. Consideration of indoor and outdoor paths is essential to support this strategy.

Functional Support.

Is a memory care environment a place to live, work, or play? The answer is—Yes, Yes, and Yes. Focusing on the abilities of residents, the physical environment should promote the resident "to do for themselves" for as long as possible, and if/when care is needed it can be given and received with dignity. A good example is a well-designed three-piece bathroom:

- Grab bar installation at sink fronts allows residents to steady themselves or rise from a wheelchair.
- Swing down grab bar installation on both sides of the toilet allows additional support for sitting or standing and can be swung out of the way when staff assistance is needed.
- A fully accessible roll-in shower with appropriate grab bars continue to assist residents. Many caregivers prefer a movable shower chair instead of a wall-attached shower bench.
- Ample storage in the bathroom for hygiene supplies supports resident assisted care and self-care.

Collaboration with Operations.

It is important to collaborate closely in the design process with operations to gain an understanding of the operational style and staffing model that will be pursued in the community. For example, a communit focused on a family style model (do for yourself) would be drastically different in comparison to a hospitality model (done for you). Often, the operational style may be a hybrid model with a combination of both. It is important to understand which model will be followed and how that translates into the physical environment. Food service is an example of a daily necessity that can vary greatly between homestyle and hospitality.

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Appropriate Contextual & Cultural Fit.

The definition of “familiar” and “residential style” is both location and culturally specific. A memory care community needs to reflect the community it is embedded in. Residents may be intimately familiar with the surrounding community and its history. Reflecting those ideas in the memory care physical environment will seem familiar and comforting.

Natural & Artificial Lighting.

Ample and controllable natural light is vitally important in a memory care setting. The regulation of circadian rhythms is assisted by exposure to high levels of natural light. In addition, the aging eye requires an increasing amount of light to perform daily functions. As a result, artificial lighting and if possible, full spectrum lighting, should be provided at higher levels in all indoor spaces.

Biophilic Design & Access to Secure Outdoor Gardens

Access to the natural world is healing and a vital part of our daily lives. A building design that encourages a connection with nature (Biophilic Design) in both the interior and exterior environment is beneficial to resident, families, and staff. However, by our very nature we seek and select environments that meet our individual comfort needs. As such, it is important to design a variety of outdoor spaces with varying levels of sun exposure. For example:

- Indoor spaces with expansive windows allowing views into a secure garden area.
- An open porch space, under cover with access to a secure garden area.
- Outdoor areas in the garden shaded from a tree or umbrella.
- Open outdoor areas in the garden with access to full sun.

Our Most Recent Memory Care Communities

** Wisconsin CBRF*

Casa del Mar | Kenosha, WI *
CedarStone | Cedar Falls, IA
The Cesta | Fitchburg, WI *
Congregational Home | Brookfield, WI *
Copper Wood | Ankeny, IA
Evergreen | Oshkosh, WI *
Newcastle | Mequon, WI
Prairie Stone | Cedar Falls, IA
Smith Crossing | Orland Park, IL
Smith Village | Chicago, IL
Village Pointe Commons | Grafton, WI *
Vista West | Madison, WI *
Wichita Presbyterian Manor | Wichita, KS
Woodlands at Canterfield | West Dundee, IL

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REFERENCES

LAKESIDE AT WATERMAN VILLAGE

Mr. Andrew Dujon
250 Brookfield Avenue
Mount Dora, FL 32757
352-383-0051

PRESBYTERIAN MANORS OF MID-AMERICA

Mr. Bruce Shogren
6525 East Mainsgate
Wichita, KS 67226
316-685-1100

SMITH SENIOR LIVING

Mr. Kevin McGee
2320 W. 113th Place, Suite 1330
Chicago, IL 60643-4107
773-474-7345

"AG Architecture brought together diverse personalities, abilities and insights to offer comprehensive architectural, planning and engineering services."

Bruce Shogren, Presbyterian Manors of Mid-Amercia

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PROJECT TEAM

THE TEAM WE'VE PROPOSED FOR YOUR PROJECT, WORKING TOGETHER FROM OUR PRIMARY OFFICE IN WAUWATOSA, WI, HAVE MORE THAN 75 YEARS OF COLLECTIVE EXPERIENCE CREATING PLACES WHERE OUR SENIORS THRIVE WHILE RECEIVING THE SUPPORT THEY NEED.
BRIGHT VISION. BOLD COMMUNITIES

- WORK ASSIGNMENTS & EXPERIENCE
- SUB-CONTRACTORS LIST & RESUMES

DESIGN TEAM PROFILE

Andrew Alden, M. Arch — *5 Years at AG*

Senior Associate | Senior Project Designer

Andrew's deep commitment to design for aging has evolved into an over 25 year career focused on creating senior living environments that are innovative and resident centered—a portfolio of work spanning the continuum of care. Andrew supports the future of the industry as an active member of local and national organizations dedicated to improving the lives of older adults through the built environment. He is also a strong believer in the value of linking research and practice. Andrew teaches, conducts post occupancy evaluations, publishes articles and presents at conferences. He is recognized as a thought leader, valuable resource and advocate for improving the lives of our ever-growing senior population.

Areas of Expertise
Programming / Planning
Environments for older adults

Responsibilities

Articulate building design through programming, conceptual design and preliminary design phases

Develop consensus among team members during design phases

Education

Allegheny College
Bachelor of Science, Psychology

University of Wisconsin—Milwaukee
Master of Architecture

Speaking Engagements

BizTimes Milwaukee 2020
CSI Milwaukee Chapter 2021
EFA 2024-2021
FOCUS 2021, 2020
LeadingAge National 2023, 2021
LeadingAge Illinois 2021
University of Wisconsin 2024-2018

Professional Membership

American Institute of Architects (AIA)
Society for the Advancement of Gerontological Environments (SAGE)
Gerontological Society of America (GSA)
Enviro. Design Research Association (EDRA)
Resilient Aging Enviro. Network (RAEN)

Publication

Managing the Long-Term Care Facility: Practical Approaches to Providing Quality Care, 2016, 2024

Professional Experience

** Previous Employer*

Includes work on county owned projects in 9 different Wisconsin Counties and 11 Wisconsin CBRF projects.

Assisted Living & Memory Care

Ankeny North AL & Memory Enhanced
Ankeny, Iowa

The Auberge *
Brookfield, Wisconsin

CedarStone Senior Living
Cedar Falls, Iowa

Clement Manor *
Milwaukee, Wisconsin

CopperWood at Prairie Trail
Ankeny, Iowa

HarborChase Shorewood *
Shorewood, Wisconsin

HarborChase Beavercreek *
Beavercreek, Ohio

HarborChase Farmington Hills
Farmington Hills, MI

HarborChase Schaumburg *
Schaumburg, IL

Feather Stone
Iowa City, Iowa

Luther Manor At River Oaks *
Mequon, Wisconsin

Luther Manor Courtyards *
Wauwatosa, Wisconsin

Prairie Stone
Cedar Falls, Iowa

Park Terrace *
Watertown, Wisconsin

Saint John's On The Lake *
Milwaukee, Wisconsin

School Sisters of St. Francis *
Milwaukee, Wisconsin

Shady Lane Assisted Living *
Manitowoc, Wisconsin

Silverado North Shore Memory Care *
Glendale, Wisconsin

Woodlands at Timber Rock
Lenexa, Kansas

The Cesta
Fitchburg, Wisconsin

WillowBrook Assisted Living *
Kenosha, Wisconsin

Woodlands of Canterfield
West Dundee, Illinois

Zebra Hitch Assisted Living
Lee's Summit, Missouri

Design Team

Eric Harrmann

John Cronin

Justin Koeppler

Benjamin Chung

Stephanie Trokan

Mitch Lampe

Kyra Orvis

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PROJECT TEAM PROFILE

David Trinkner — *21 Years at AG*

Senior Associate | Project Manager | Team Leader

David brings over 25 years of experience in the design of places where people live. From student housing to affordable and market rate multi-family complexes to senior living communities, he understands the nuances of each project type from a development perspective. He guides projects from concept through completion while looking out for the best interest of his clients. David leads internal and external team members, working collaboratively to achieve the project goals and overcome any day-to-day construction issues or design challenges along the way.

Experience & Responsibilities

Develop project documents

Project Management
Manage owner and contractor construction administration Work with clients and stakeholders Develop staff

Preparation of Schematic, Design Development and Construction Documents

Evaluate construction bids

Coordinate with local and state approvals

Education

University of Wisconsin—Milwaukee
Bachelor of Science, Arch. Studies

LEED Accredited Professional

Professional Experience

Senior Living

CopperWood at Prairie Trail
Ankeny, Iowa

CedarStone
Cedar Falls, Iowa

Congregational Home
Brookfield, Wisconsin

Edgemere
Dallas, Texas

Kingswood Senior Living
Kansas City, Missouri

Smith Crossing
Orland Park, Illinois

Stevenson Oaks
Dallas, Texas

Skilled Nursing and Memory Care

Countryside Home
Jefferson, Wisconsin

Edgewater
West Des Moines, Iowa

Fond du Lac Lutheran Home
Fond du Lac, Wisconsin

Marian Village
Homer Glen, Illinois

Mother Theresa Home
Lemont, Illinois

Woodside Lutheran Home
Green Bay, Wisconsin

Maggie Iliff, AIA

Project Manager

18 Years at AG

Maggie knows project success relies on attention to detail. She is a respected project leader who is always conscious of big-picture goals while managing the small details to deliver projects with certainty and predictability. Clients and team members value her strong organizational skills, clear communication and collaborative mindset. Maggie is a trusted client advocate who foresees potential challenges and works in the best interest of all stakeholders to find viable solutions

Professional Experience

Senior Living

Edgewood Summit
Charleston, West Virginia

Edgewater
Des Moines, Iowa

Terraces of Boise
Boise, Idaho

Green Hills
Ames, Iowa

Multifamily

Seasons Products
Franklin, Wisconsin
Plainfield, Illinois
Concord, North Carolina

Broadacre
Oak Creek, Wisconsin

Project Team

Andy Korb

David Manke

Hailey Schwobe

Adam Hintz

Brooke Borelli

Sam Janssen

Lance Ultsch

AG ARCHITECTURE

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ENGINEERING TEAM PROFILE

Anthony J. Luciano, P.E. — *28 Years at AG*

Director of Engineering Services

Tony's broad technical knowledge base and keen business sense provide innovative design and meticulous project organization to satisfy a variety of clients, building types and regulatory requirements. With over 25 years' experience in plumbing, HVAC and electrical systems design, fire protection and utility coordination, he brings a personal touch that garners the respect and admiration of industry peers. Tony is recognized for his ability to communicate well with internal architectural, structural and mechanical designers and with outside consultants, clients and construction professionals

Areas of Expertise

Plumbing, Electrical, HVAC and Fire Sprinkler engineering specializing in senior living facilities, nursing homes, hospitality and residential construction

Responsibilities

Design new and retrofit MEP systems; produce drawings for all phases of design and construction; write specifications

Make design decisions that satisfy a project Owner, installing contractors and Authorities Having Jurisdiction

Work with civil engineers, utilities and municipal engineering departments to coordinate services to building projects

Registered Engineer

Wisconsin, Colorado, Florida, Idaho, Iowa, Kansas, Kentucky, Michigan, Missouri, Montana, Nebraska, New Hampshire, North Carolina, Ohio, Oregon, South Carolina, Washington and West Virginia.

Professional Membership

American Society of Plumbing Engineers

National Fire Protection Association

American Society of Heating, Refrigerating and Air-conditioning Engineers

Education

Milwaukee School of Engineering
Bachelor of Science, Arch. Engineering

Professional Experience

Senior Living

Eastcastle Place
Milwaukee, Wisconsin

East Ridge at Cutler Bay
Cutler Bay, Florida

Edgewater
West Des Moines, Iowa

Evergreen
Oshkosh, Wisconsin

Newcastle Place
Mequon, Wisconsin

Saint Mary of the Woods
Avon, Ohio

Smith Crossing
Orland Park, Illinois

Smith Village
Chicago, Illinois

The Barrington of Carmel
Carmel, Indiana

Wichita Presbyterian Manor
Wichita, Kansas

Alzheimer and Dementia Care

Clare Bridge Alzheimer Facilities:
Connecticut, Colorado, Florida
Michigan, New Jersey, New York

Skilled Nursing and Memory Care

East Ridge at Cutler Bay
Cutler Bay, Florida

Saint John's Home on the Lake
Milwaukee, Wisconsin

StoneRidge
Stonington, Connecticut

Three Crowns Park
Evanston, Illinois

Multifamily and Mixed Use Apartments

1910 on Water
Milwaukee, Wisconsin

2100 Mayfair
Wauwatosa, Wisconsin

The Enclave
Wauwatosa, Wisconsin

The Landing
Waukesha, Wisconsin

Engineering Team

Erik Loven

Josh Wilson

Louis Vanden Bush

Michael Johnston

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WORK ASSIGNMENTS & EXPERIENCE

Specialization

Specialization

At AG, designing senior living environments is our primary focus. We've garnered national recognition for providing vision and instilling a deep sense of community in places where people live. More important, our clients value our people—a specialized team with extensive experience in senior living environments. We provide a consistent team throughout the design and construction process who collaborate closely with all project stakeholders. Our industry knowledge allows us to excel in efficient project oversight while still providing superior design, production, and engineering services, all from our primary office in Wauwatosa.

Personnel	Project Function	% of Involvement	Experience Related to this Project
Dave Trinkner	Team Lead	7%	Project Oversight, Code & Construction Techniques
Andrew Alden	Senior Project Designer	3%	CBRF Planning & Design
Mitch Lampe	Designer	3%	Design Support
Maggie Illif	Project Manager	25%	Coordination & Production
Mike Brenic	Drafter Professional 3	7%	Production
Heidi Price	Drafter Professional 4	7%	Production
Chad Krueger	Drafter Professional 6	11%	Production
Anthony Luciano	Director of Engineering Services	1%	Code & Construction Techniques
Erik Loven	Mechanical Engineer	6%	Mechanical Expertise
Louis Vanden Bush	Electrical Engineer	6%	Electrical Expertise
Josh Wilson	Plumbing Engineer	6%	Plumbing Expertise
Sub-Contractors	**Project Function**	**% of Involvement**	**Experience Related to this Project**
Reyn Engineering	Structural Engineering	5%	Structural Expertise
The Sigma Group	Civil & Landscape	9%	Civil & Landscape Expertise
Studio Lux	Interior Design	4%	Interior Design Expertise

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REYN ENGINEERING INC

www.reynengineering.com

PATRICK D. REYNOLDS, PE, SE

President

With over twenty years of experience in structural engineering, Mr. Reynolds formed **REYN** Engineering, Inc. in January of 2018. He began his career after graduation from Bradley University by designing bridge and other transportation related structures. Upon moving to Milwaukee in 2002, he shifted his focus to structural engineering related to buildings. Since then, he has designed many structures, including, multi-family buildings, retail, industrial, office, hotels, educational, libraries, municipal, senior living and religious buildings. Mr. Reynolds has a strong design background in wood (conventional and heavy timber), structural steel, masonry, cold-formed and concrete (mild and post-tensioned). In addition to new construction, Mr. Reynolds has a keen interest in structural rehabilitation of structures, including façade examinations. He maintains all aspects in the growth of the company, including leading the engineering approach, which places a heavy emphasis on three-dimensional design and coordination with clients and other disciplines.

EDUCATION:

Bradley University – Bachelor of Science Degree in Civil Engineering
Bradley University – Master of Science Degree in Civil Engineering

CURRENT LICENSURE:

PE: Arkansas, Colorado, Connecticut, Georgia, Iowa, Indiana, Kansas, Michigan, Minnesota, Missouri, New Hampshire, North Carolina, North Dakota, Ohio, Pennsylvania, South Carolina, South Dakota, West Virginia, Wisconsin
SE: Illinois, Nebraska, Oklahoma

PROFESSIONAL AFFILIATIONS:

Structural Engineers Association – Wisconsin
American Institute of Steel Construction
Steel Tube Institute

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THE SIGMA GROUP
Single Source. Sound Solutions.

Christopher T. Carr, PE

Vice President

O: 414-643-4163
E: ccarr@thesigmagroup.com

Areas of Expertise

- Site Development
- Utility Infrastructure Design
- Water System Management and Modeling
- Due Diligence for Development Projects

Education/Training

- Bachelor of Science, Civil and Environmental Engineering, UW-Madison, 2004
- CSI CDT Training

Registrations/Certification

- Professional Engineer, Wisconsin, 39765

Professional Affiliations

- American Society of Civil Engineers

Professional Profile

Christopher is a Vice President at Sigma with 20 years of experience in civil engineering management and consulting in the municipal, commercial, and industrial market sectors. He is responsible for leading the civil group and directing the engineering aspects of projects from due diligence through final approvals and successful completion of development. He works very closely with developers and owners during project development to guide their understanding of the challenges, strategies, and opportunities to properly plan and ensure the project meets all expectations.

Representative Experience

Infrastructure Design - Municipal

Project manager on wide variety municipal infrastructure projects including work on storm sewer, sanitary sewer, and water main. Involved in all aspects of the projects including design, bidding, public communication and information, and construction administration process as regulated by various public agencies. Included design of water and sewer systems using computer-aided modeling software for projects and entire infrastructure systems. **Clients |** Wauwatosa, Milwaukee, Franklin, Oak Creek, Milwaukee County, Beloit, Madison, Brookfield, Whitefish Bay.

Healthcare

Project manager for civil services for hospital, clinic and healthcare building construction, expansion, renovation and demolition. Involved in all aspects of project management including preliminary engineering, site planning and preparation, construction administration, surveying, erosion control, grading and utilities. **Projects |** Froedtert Cancer Center, Milwaukee Regional Medical Complex ED Expansion and Parking Structure (Wauwatosa); Orthopedic Associates of Wisconsin (Delafield); Wheaton Healthcare System - All Saints Day Care (Milwaukee) and Highway 31 Clinic (Mount Pleasant); Cudahy Clinic (Cudahy).

Office, Retail and Mixed-Use

Project manager for civil services for wide array of suburban and urban projects directing commercial master planning for public and private infrastructure, including work on site amenities, roadways, stormwater management and storm sewer design, wetlands delineation, due diligence, and topographic design. **Projects |** The Corridor - 66-acre mixed-use development (Brookfield); 833 East Michigan high rise (Milwaukee); Calhoun Crossing Redevelopment (Brookfield); Reed Street Yards - 17-acre office development (Milwaukee); Sonic - Eight locations (Southeast Wisconsin); Stamp Factory (Wauwatosa); Meadowland Office Building (Wauwatosa).

Residential

Project manager for civil engineering services for suburban and urban new development and redevelopment residential projects including conducting preliminary planning, design and permitting, construction administration, surveying, stormwater and storm sewer, roadways, landscaping, utilities, lighting, grading and other amenities. **Projects |** The Avenir (Milwaukee); Stitchweld (Milwaukee); Beerline B (Milwaukee); Ivy on 14th (Milwaukee); Freshwater Plaza (Milwaukee); The Globe (Watertown); The Reef (Wauwatosa); State Street Station (Wauwatosa); The Reserve (Wauwatosa); Wells Street Station (Delafield); 22 Slate (Madison), Drexel Ridge (Oak Creek).

Industrial

Project manager for civil engineering for industrial, manufacturing and office building, expansion and development with services including preliminary and master planning, stormwater management, storm sewers, infrastructure, utilities, roadways, grading, drainage, sustainable site design, and topographic mapping. **Clients |** Bucyrus/CAT (South Milwaukee); Century City I (Milwaukee); Ferguson Enterprises (West Allis); Ryan Companies (Menomonee Falls); Ultra Tool & Manufacturing (Menomonee Falls).

Municipal Master Planning

Project manager for civil engineering for urban and suburban municipal infrastructure and building projects with services including master and conceptual planning, preliminary engineering, stakeholder communication, stormwater management, infrastructure, roadways, due diligence, feasibility studies, sustainable design, construction management and administration. **Clients |** Century City (Milwaukee); Hoyt Park Pool (Milwaukee County); McKinley Marina (Milwaukee County); Milwaukee County Zoo - New Entrance (Milwaukee County); Reed Street Yards (Milwaukee); South Shore Park (Milwaukee County); The Corridor (Brookfield); Village of Shorewood Consulting; Whitefish Bay Turf Baseball and Softball Fields (Whitefish Bay).

Attachment: AG_Lasata_Cedarburg_Response_9 May 2024_FINAL_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata

Helen L. Young, ENV SP

Landscape Designer

O: 414-643-4168
E: hyoung@thesigmagroup.com

Areas of Expertise

- Conceptual Master Planning
- Site Development & Design
- Planting Design
- AutoCAD Civil 3D
- 3D Visualization
- Grading & Drainage
- Construction Documentation & Permitting

Education/Training

- Bachelor of Science, Civil and Environmental Engineering, UW-Madison, 2017
- OSHA 10-Hour Health & Safety Training

Registrations/Certification/Awards

- Envision Sustainability Professional, #49594

Professional Profile

Helen has five years of experience in multiple disciplines of site development including industrial, residential, commercial, municipal, general site civil projects, landscape design and plantings. She has technical expertise in landscape design, along with stormwater management, grading, utility, and paving design. As a Landscape Designer, she can prepare plans according to municipality standards. She is an effective communicator and will discuss goals of projects with clients and plan reviewers.

Representative Experience

Urban Design/Streetscape/Municipal

Zillman Park, Milwaukee | Civil Design lead for a roughly ¾-acre City of Milwaukee Park renovation project. Helen prepared a civil bid drawing package which included erosion control, grading, and green infrastructure improvements. Bi-weekly coordination meetings were attended and included City staff, architects, and lighting designers. This project is in the bidding phase and is expected to be completed before the end of 2023.

Waukesha Memorial Hospital, Waukesha | Landscape Designer for a streetscape and park design project located in Waukesha, WI. The intent of this project was to create a grand entry boulevard for the Waukesha Memorial Hospital. To accommodate the new boulevard, a retaining wall was needed along the western edge of the site. Helen prepared a landscape plan and graphical guidebook showing plant species used on the project. This project is currently in the construction phase and is expected to be completed in the Spring of 2023.

Whitefish Bay Green Infrastructure (GI) Improvements, Whitefish Bay | Landscape designer for green infrastructure and planting improvements in the Village of Whitefish Bay. Planting plans were prepared for seven bioretention areas along a street and within the Village Fire Station property. This project is in the bidding phase and is expected to be completed in 2023.

Master Planning

(Project Completed at Prior Firm)

Mineral and 6th Street Overpass Green Infrastructure (GI) Planning, Milwaukee | Project Engineer/Landscape Designer involved with planning for GI beneath an existing freeway overpass in the City of Milwaukee. The project goal was to complete planning efforts for GI in this area, estimate total gallons captured, and provide a high-level cost estimate for the preferred alternative. Helen held three stakeholder workshops to present high-level and the preferred alternative concept based on stakeholder input. Stakeholders involved included members from Milwaukee Metropolitan Sewerage District (MMSD), Wisconsin Department of Transportation (WisDOT), City of Milwaukee, Milwaukee County, Non-Profits, Businesses, Health Organizations, and Educators from the surrounding schools. Several progress meetings were held with MMSD representatives throughout the course of the project efforts. Project work included stakeholder workshops, three (3) high-level planning concepts, one preferred alternative, and a technical memorandum summarizing the planning efforts.

Condo Addition Planning, Menomonee Falls | Master planning layout for a Phase II condo addition development as a part of an existing senior living facility. Helen completed planning efforts for 21 condo buildings and clubhouse facility which was revised from the original master plan. A Phase III addition was planned during these efforts for submittal and approval by the Village. Site data was prepared for information on unit types and parking counts for each development phase. This project is in the design phase.

Harley Davidson Off Road Trail Concepts, Menomonee Falls | Conceptual design of three (3) off road trail concepts; renderings were prepared using Adobe Photoshop and InDesign. A design package was prepared for the client to review with existing site imagery, three rendered trail concepts, and precedent imagery. This project is currently in the planning phase.

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Janette Rueda Gutierrez

Project Engineer

O: 414-643-4160
jruedagutierrez@thesigmagroup.com

Areas of Expertise

- AutoCAD Civil 3D
- WinSLAMM
- HydroCAD
- Stormwater Management
- Erosion Control Practices
- Grading
- Utility Design

Education/Training

- Bachelor of Science, Civil Engineering, UW-Milwaukee, 2019

Professional Profile

Janette is a Staff Engineer providing civil and environmental design services. She provides design services for a variety of commercial, industrial, and municipal clients. Her background includes utilizing computer aided design software for site designs, grading, sewer systems, and storm water management plan design. Janette has approximately six years of experience delivering projects from preliminary site analysis through permitting and construction. She has gained project management experience on various projects and specializes in storm water management.

Representative Experience

Seasons at River View, Village of Pleasant Prairie, WI | Assisted with site design and construction document production for a 15-building residential community. The project included grading, utility, and roadway design for the 100-acre site.

Wauwatosa Police Department Parking Lot Reconstruction, Wauwatosa, WI | Assisted in finalizing the design and storm water analysis of a development for a flagship green infrastructure project for the City of Wauwatosa. The project involved the design of an underground storm water storage facility with porous pavement, a network of drain tile, gravel storage, and engineered outlet control system to safely detain the 100-year storm event.

Melvina Park, Milwaukee, WI | Assisted with site design and storm water management design for the redevelopment of Melvina Park. The project focused on implementing various storm water management and green infrastructure strategies. The design realigned the parking lot and entry sequence to the park and includes multiple playground features.

Grace Landing, Brookfield, WI | Assisted with site design, grading, and utility design for the construction of a residential community. The project needed to meet significant storm water management requirements; therefore, detailed storm water analysis and design was required.

MGS Warehouse Expansion, Germantown, WI | Assisted with site design, grading, and utility design for the construction of a building expansion with a loading dock along with assisting in the design of an onsite pond system to meet storm water management requirements. Major site constraints included existing utilities and adjacent wetlands.

Insinkerator Expansion, Village of Sturtevant, WI | Conducted site design, grading, and utility design for the construction of a building expansion with a loading dock. The project involved water main design to provide additional fire protection on the site.

Amazon Distribution Center, Village of Yorkville, WI | Assisted site design, grading, and utility design for the construction of a distribution center and associated parking lots on 30-acres. The project required significant infrastructure design to support the large logistic center.

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MELINDA POULL

424 W. Walnut Street, Milwaukee, WI 53212 | 414-881-8878

SUMMARY

With over 30 years of experience in the interior design industry, my professional skills promote excellence in design and a strong skill set for sustaining longstanding relationships with current clients as well as targeting and engaging future clients.

SKILLS & ABILITIES

Creative, technical and award-winning interior designer with experience in all project phases from conceptual design and documentation to project management and furnishings sales and procurement. Expert listener who delivers solutions that are sensitive to budget, deadlines and desired aesthetic outcomes.

CURRENT

OWNER STUDIOLUX, LLC
2017-PRESENT

Responsible for interior concepts and the design development of the firm's projects. Design of interiors for a variety of commercial markets including continuum care, health care, corporate, education. Focus on “turnkey” design package from initial concept, space planning, finish selection and specification, furniture selection and specification, to procurement of furnishings and accessories.

Instrumental in business development, marketing and branding. Design and sales interaction with clients, architects and contractors from preliminary design through project completion. Development and preparation of CAD drawings and specs for contract and bid documents.

EXPERIENCE

VICE PRESIDENT THEISS INTERIOR DESIGN, LTD.
1988-2017

Design of interiors for a variety of markets including continuum care, health care, corporate, education, financial, residential and hospitality.

Instrumental in business development. Point person for design and sales interaction with clients, architects and contractors from preliminary design through project completion. Development and preparation of CAD drawings and specs for contract and bid documents.

In depth involvement with all aspects of the firm’s financials. Responsible for business development and networking to gain market share and recognition. Instrumental in the development of firm’s business practices and growth from $500,000- $3,000,000 in sales.

INTERIOR DESIGNER BUILDING SERVICE, INC.
1983-1988

Interior Designer to support sales staff. In addition, held “key house accounts” in both sales and design roles.

EDUCATION

MOUNT MARY UNIVERSITY, WAUWATOSA WI
BACHELOR OF ARTS DEGREE

PROFESSIONAL AFFILIATIONS

LEED Green Associate
Professional member of ASID
Wisconsin Registered Interior Designer
NCIDQ Certified

SPECIFIC SKILLS

AutoCAD, QuickBooks, Microsoft Word, Excel, PowerPoint, Outlook, ProCore & Newforma info exchange, Project Matrix, SketchUp (access, view and plot**).**

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AG ARCHITECTURE

1414 Underwood Ave, #301 Wauwatosa, WI 53213 414.431.3131 agarch.com

PROPOSAL & QUALIFICATIONS STATEMENT

Architectural/Engineering Services For Construction of a Community Based Residential Facility (CBRF) for Lasata Senior Living Campus of Ozaukee County

Cedarburg, Wisconsin
May 9, 2024

5/9/2024

DIMENSION IV
Madison Design Group

architecture · interior design · planning

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

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DIMENSION IV
Madison Design Group
architecture • interior design • planning

May 9, 2024
Ozaukee County
County Administrator's Office
Attn: Lasata CBRF - A/E
PO Box 994
121 W Main Street
Port Washington, WI 53704

Dear County Administrator:

Thank you for the opportunity to submit a proposal for a CBRF building addition for the Lasata Senior Living Campus. This project will aid in continuing to develop your thriving community.

As you examine the enclosed information, please note that our collaborative design approach helps ensure the expectations and goals of Ozaukee County, Lasata Senior Living Campus, and the residents will be at the heart of all decision making for the proposed new building addition. Our team is committed to delivering best-fit options that will provide the Lasata residents a safe, healthy, and welcoming environment while also working within the County's budget.

Our team brings extensive project experience and the following advantages to this project:

- **Quality Service at Competitive Cost**
  We will focus on high quality while keeping cost management under control during all project phases.
- **Teamwork**
  We view our clients and contractors as members of our design team. We believe in clear, honest, and frequent communications which helps the team optimize solutions, keeps the project in budget, on schedule, and eliminates problems.
- **County Engagement**
  Many of our projects have benefitted from client engagement, bringing a very diverse perspective to design.

We look forward to your review and for the opportunity of working together. Please let us know if you have any questions.

Thank you again for this opportunity,

Jerry Bourquin, AIA
Principal / Architect
jbourquin@dimensionivmadison.com

6515 Grand Teton Plaza, Suite 120
Madison, Wisconsin 53719
p 608.829.4444
f 608.829.4445

dimensionivmadison.com

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2. Project Scope

We understand the scope of the project is a $4-$4.5 million new building addition of a Community Based Residential Facility (CBRF). It will be approximately 18,000 square feet, housing 24 residents split into two households, with residential and services spaces. This will expand the current Lasata Senior Living Campus with the support of the American Rescue Plan Act (ARPA). The services will be conducted under a contract with Ozaukee County.

MSP Heritage Senior Living – Muskego, Wisconsin

Dimension IV Madison, under the leadership of Jerry Bourquin, will organize the entire project scope effort from programming through construction completion.

Various design team contributors will provide their expertise, some on an ongoing basis and some sporadically on a just-in-time basis. Jerry's years of experience in managing design teams is an asset in knowing when such contributions will be needed.

Carrying out the work effectively and efficiently demands advance planning. Once a plan is set, then the proper communication of milestones is essential. We pride ourselves on the notion that "a promise made is a promise kept" and delivery dates are either met or accomplished prior to the expected date.

Resources Needed to Achieve the Scope of Services

All of the following design disciplines are necessary and important to the project, and all are included in our proposal:

- Architecture and Interior Design
- Civil Engineering and Landscape Design
- Structural Engineering
- Plumbing, HVAC, Fire Protection, and Electrical Engineering

Additional resources that we have incoporated into our proposal include the preparation of drawings in Revit (BIM) with photo-simulation illustrations. We also utilize cove.tool which is a software used early in a projects design, for the analysis and study of energy performance, compare different massing options and optimize the design for energy performance and cost. This helps the team make informed decisions early on in the project when sustainability goals can have the most impact.

Continued on next page.

MSP Aspire Senior Living – Oshkosh, Wisconsin

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

2. Project Scope (continued)

Schematic Design Phase

We strongly recommend, and prefer, a **highly interactive participation process** for the design of our projects. We will meet with, listen to, and discuss the needs and goals of the new building with staff, the county staff and user stakeholders. The following are included in our schematic design phase:

- Programming with space requirements
- Preliminary floor plan layout diagrams with room layouts
- Exploration of design layout options for both the building and the overall site
- Recommendations for design and phasing of the project (in conjunction with the Construction Manager)
- Presentation / Review of information above to relevant city committees and boards

Preliminary scope information will be provided on:

- Structural systems (if required)
- MEP/FP systems
- Sustainable design
- Other relevant buildings/systems, as required

Design Development Phase

This phase consists of further development of plans and specifications to provide more details on all aspects of the project design for final approval before commencing with construction documents.

MSP Aspire Senior Living – Kimberly, Wisconsin

MSP Aspire Senior Living – Oshkosh, Wisconsin

Construction Documents

After approval to proceed, we will prepare detailed construction documents, including:

- Development of long lead-time component documents for early bidding (if necessary)
- Completed set of construction plans and specifications for use in the bid process
- Working in conjunction with the Construction Manager to incorporate bid forms, bid packages, and other relevant front-end specification information developed by the CM
- Health Services submittal and fees, as well as local project reviews. ComCheck is included and functions as an additional modeling tool to compare final building design against energy standards.
- All relevant scopes of design, including civil, landscaping, structural, mechanical, plumbing, and electrical systems (including Divisions 27 and 28)

Construction Administration

- We will review submittals and answer Requests for Information (RFIs).
- We will punchlist and later follow up to ascertain that the deficiencies have been resolved.

3. Project Work Plan

Work Plan: We have developed a list of tasks and a timeline for the completion of the scope of services. We are available and can commence design efforts very shortly after the Contract date of June 15, 2024.

Whenever we use the term Design Team in the following schedules, we mean it to include the representatives of Ozaukee County, Lasata Senior Living, and the representatives of our design staff. The focus of the following Timeline is to highlight interactive tasks of the entire Design Team as opposed to tasks limited to only one of the participants.

Schematic Design Phase

Kick-Off Design Team Meeting	**Week of June 17**
Program Verification / Data Gathering	Week of June 17
Space Needs Program	Week of June 24
Preliminary Floor Plan Concepts	Week of July 1
Design Team Meeting	**Week of July 8**
Finalize 30% Concept Design Phase / Probable Construction Cost	Week of July 15
Review by Ozaukee County / Lasata Staff	Week of July 15

Design Development Phase

Design Team Meeting	**Week of July 22**
Develop Design Drawings	Week of July 29
Engineering Systems Integration	Week of August 5
City of Cedarburg Plan Commission Submission	Early to mid August
Design Team Meeting	**Week of August 19**
Finalize 60% Design Development Drawings	Week of August 26
Finalize Specs and Update Cost Estimate	Week of September 2
City of Cedarburg Plan Commission Meeting	Early to mid September
Review by Ozaukee County / Lasata Staff	Week of September 16

Construction Documents Phase

Design Team Meeting	**Week of September 23**
Develop Construction Documents (Drawings and Specs)	Week of September 23
Engineering Systems Coordination	Week of September 30
Continue CD Development	Week of October 7
Design Team Meeting	**Week of October 14**
Finalize CDs	Weeks of October 21- November 4
CD Review by Ozaukee County / Lasata Staff	Week of November 11
Incorporate Owner Comments & Finalize CD's to 100%	Week of November 18

Bidding

Department of Health Services Submittal and Review	November 25 - December 6
Submit Drawings, Answer Bidder's Questions, Prepare Addenda, Finalize Contract	December

Construction Administration (CA)

Construction (Review Submittals, RFIs, CBs)	January 2025 - July 2025
Punchlist	August 2025
Substantial Completion	August 2025

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

MISSION STATEMENT

We will provide thorough, attentive services to our clients, listening to user needs, introducing and exploring innovative ideas with a goal of providing creative, functional and affordable architecture that is sustainable and will stand the test of time.

4. Proposer's Profile >> Company Information

Dimension IV Madison Design Group

6515 Grand Teton Plaza, Suite 120 ■ Madison, Wisconsin 53719

p: 608.829.4444
f: 608.829.4445

Principals / Owners

Jim Gersich, AIA, RLA, WRID
Jerry Bourquin, AIA
Ron Siggelkow, AIA
Ray White, AIA
Sheila Ace
Tina Gordon, NCIDQ
Carl Miller, AIA, LEED® Green Associate
Tracey Mac Murchy, AIA

Primary Contact: **Jerry Bourquin**
jbourquin@dimensionivmadison.com
608.829.4452

Staff

Our team provides architectural, planning, and interior design services throughout the Upper Midwest. Six of our principals worked together prior to founding the firm in 2002. We have a full staff of design and technical support professionals, including nine licenced architects, a LEED® Accredited Professional, and a LEED® Green Associate. Each provides a unique contribution to help ensure our clients' goals are met.

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

4. Proposer's Profile >> Firm Overview

MSP Heritage Senior Living – Muskego, Wisconsin

We have a keen interest and expertise in the planning and design of many types of senior housing, including RCAC and CBRF facilities in independent living, assisted living, and memory care facilities, often within a campus that helps residents age gracefully in place. We approach these projects with care, attention-to-detail, and respect.

Collectively, our staff has over 200 years of experience, representing decades of work on projects ranging from a few thousand square feet to hundreds of thousands of square feet.

We like what we do, and we take pride in doing it well.

The foundation of our firm is built on a vision of providing professional services that puts the client and users, the building function, and the project budget at the forefront.

We take a **collaborative approach** to each and every project, enhanced by a willingness to **listen carefully** to the needs, wants, dreams, and concerns of our client. We greatly enjoy teamwork and view collaboration with our clients as critical to a highly successful design process and outcome. Our projects stay within budget and have always met the project schedule.

Our team will work diligently with you to develop a **creative and cost-effective solution that meets your needs.**

We take great pride in our services and the qualities we bring to your project, including:

- **Experience and Ability**
- **Knowledge**
- **Forward Vision**
- **A Proven Construction Team Member**
- **Quality of Life**
- **Value**

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

Our team has experience in a wide range of project types, but as a firm, we have typically focused 50% of our work on housing projects. These range from 4 plex buildings to multistory, multifamily buildings.

Services

Dimension IV Madison Design Group offers a broad range of services with our in-house staff. We customize our services to better serve each client and successfully deliver each project.

Design Architecture
Complete design services, from concepts to construction documents and specifications for new buildings, additions, renovations, and facility maintenance and improvement projects.

Planning
Program development, long-range facilities planning, feasibility studies, and adaptive reuse analysis.

Site Planning and Design
Master planning, campus planning, site selection, parking studies, site lighting, site development, and landscaping.

Sustainable Design
LEED® certification, Energy Star, Focus on Energy, sustainable sites, rain gardens, water efficiency, energy efficiency, materials and resources (reuse, recycling, and reduction), and indoor air quality.

Interior Design
Space planning, space programming, tenant improvements, FF&E (furniture, fixtures, equipment) specification and procurement, materials, colors, signage, physical relocation assistance/coordination, and equipment inventories.

Building Evaluations
Code and life safety analysis, accessibility compliance, renovation/expansion feasibility, review of technology deficiencies, building energy performance, long-term maintenance, and cost analysis.

Space Needs Assessments
Surveys of current and projected space needs, functional relationships, equipment and furnishings space requirements, departmental and workflow analysis.

Cost Estimating
Analysis for life-cycle costing, cost/benefit analysis, and detailed project cost estimating.

Project Management
Conceptual budgets, scheduling, construction delivery, system analysis, quality control, and project phasing.

Construction Administration
Site observation, shop drawing review, progress reports, contractor payment certifications, and post occupancy follow-up.

Noel Manor Senior Living – Verona, Wisconsin

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

4. Proposer's Profile >> Past Performance Examples

Our team is experienced in community based residential facilities (CBRF) throughout Wisconsin similar in size to Lasata. The following are examples of work over the past twenty years; Jerry Bourquin has been involved in all of these projects.

Aspire Senior Living Oshkosh
Oshkosh, Wisconsin
See additional information on page 16.

A new build with 33 CBRF memory care units, 33 CBRF enhanced assisted living units, 17 RCAC assisted living units and 50 RCAC independent living units.

Lincoln Village
Port Washington, Wisconsin

A new 65-unit, two-story assisted living facility with 35 CBRF units. The first floor includes 20 memory care units and 15 assisted living units. The second floor includes 30 RCAC assisted living units.

Heritage West Allis Senior Apartments
West Allis, Wisconsin

A new 122-unit independent living apartment building; a one-story, 38-unit CBRF memory care facility; and a two-story, 40-unit RCAC assisted living apartment building.

Plymouth Assisted Living Phase 3
Plymouth, Wisconsin

New construction of community-based residential facility including 22 units of RCAC assisted living and 11 CBRF memory care apartments.

Aspire Senior Living Kimberly
Kimberly, Wisconsin
See additional information on page 17.

New 138 unit construction with 43 CBRF memory care units, 48 RCAC assisted living units and 45 RCAC independent living units.

Noel Manor
Verona, Wisconsin
See additional information on page 18.

New development of 111 total units with 43 RCAC assisted living units, 54 RCAC independent living units and 14 CBRF memory care units.

Hartford Assisted Living I & II New Build
Hartford, Wisconsin

Two one-story CBRF assisted living facilities each with 20 units.

Heritage Middleton Senior Living Community
Middleton, Wisconsin

A 134-unit senior housing campus providing 56 RCAC independent senior apartments and 41 RCAC attached assisted living and 37 CBRF memory care units.

Heritage Lake County Senior Campus
Delafield, Wisconsin

A new campus with 45 RCAC independent living apartments, 43 RCAC assisted living apartments, and 36 CBRF memory care units.

Slinger Assisted Living II, III & IV
Slinger, Wisconsin

Three one-story CBRF assisted living facilities each with 20 units.

Heritage Monona Senior Living
Monona, Wisconsin

A two-phase, 238 unit senior housing campus development providing 87 independent senior apartments 72 attached RCAC assisted living units, and 79 CBRF memory care units.

Menomonee Falls Assisted Living I & II
Menomonee Falls, Wisconsin

Two one-story CBRF assisted living facilities each with 20 units.

West Bend Assisted Living I, II & III
West Bend, Wisconsin

Three one-story CBRF assisted living facilities each with 20 units.

Capitol Lakes, Sage Wing Assisted Living
Madison, Wisconsin

Remodel of a 3,511 SF wing of a CBRF facility, including space planning.

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4. Proposer's Profile >> References Letters

MSP Companies

May 3, 2024

MSP Real Estate, Inc.
Mark Hammond
Vice President of Development
7901 W. National Ave., Suite C
West Allis, WI 53214
mhammond@msphousing.com
612.868.9997

To Whom It May Concern:

As a senior and multi-family housing real estate developer, MSP Real Estate has had the pleasure of working closely with Dimension IV Madison Design Group on over twenty projects for the past fifteen years, and I am consistently impressed with the quality of their services.

Most recently Aspire Senior Living in Oshkosh was completed, which included CBRF Memory Care, CBRF Enhanced Assisted Living and Independent living. During this project, they master planned the project and provided full design services for the Phase 1 facility. This project entailed updating our prototype design to a modernized design throughout the entire facility. They understood our needs and objectives, and they have consistently delivered innovative and practical design solutions that exceed our expectations.

Throughout the process for the Oshkosh Aspire Senior Living Community they effectively communicated with our team involved in the project. They translated complex ideas and requirements into clear and concise design concepts, which has been instrumental in ensuring the success of our projects.

Additionally, they have always been proactive in addressing any issues or challenges that arise during the course of a project. They are quick to respond to feedback and are always willing to go the extra mile to ensure that our needs are met.

In conclusion, I have no hesitation in recommending Dimension IV Madison Design Group. Their professionalism, expertise, and dedication make them a valuable partner and I look forward to future projects together.

Sincerely,

Mark Hammond

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Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

Dehonians USA
PRIESTS OF THE SACRED HEART

April 15, 2024

RE: Recommendation for Dimension IV—Madison Design Group
6515 Grand Teton Plaza, Suite 120
Madison, WI 53719

To Whom It May Concern:

I am pleased to recommend Dimension IV—Madison Design Group for their architect and interior design abilities having worked with them for 18 years. The Priests of the Sacred Heart began planning for a retirement residence for its priests and brothers back in 2009. The project was completed in 2013. The completed retirement complex of 138 units includes one- and two-bedroom apartments for people from the general public.

Dimension IV sat down with us and planned a complex that met the concerns of the City of Franklin and the Priests of the Sacred Heart. The site chosen for the building was the location of our original monastery built in 1929 and the grounds included mature plantings, shrines, and a beautiful lake. We worked with Ray White, who heard our desire to show a little of the old monastery in the new building and give the building a feel that it was set in the woods like a lodge with lots of windows to the surrounding landscape.

The final plans and completed work fit the Priests of the Sacred Heart with its warm interiors and attention to detail. The new wing with the common chapel, dining room, and other amenities for the lay residents is beautiful and has received very positive comments. Tina Gordon from Dimension IV helped us with the interior design and did a great job. The finishes and colors reflect that lodge feel but are warm enough to suit both men and women.

The Monastery/Seminary is located across the highway from the retirement complex and was dedicated in 1968. The Monastery houses seminarians for the Priest of the Sacred Heart in the Monastery wing. Sacred Heart Seminary and School of Theology share the building.

Over the last 10 years a series of renovations were done including the Monastery wing which was remodeled to provide private bathrooms, student suites, and then the seminary wing or south wing was remodeled along with resident rooms, classrooms and the main lobby. These upgrades cost more than $15 million so it was vital to have the team from Dimension IV involved.

I highly recommend Dimension IV for their services. You can call me if you would like more information.

Sincerely yours,

Dn. David Nagel, SCJ
Provincial Treasurer

Provincial Offices, United States Province | Mailing address: P.O. Box 289, Hales Corners, WI 53130-0289
Street: 7373 S. Lovers Lane Rd, Franklin, WI 53132 | P: 414-425-6910 | F: 414-425-2938 | www.dehoniansusa.org

May 6, 2024

Boardwalk Investment Real Estate
Wayne Wegenke
Owner
13020 W. Hawthorne Lane
New Berlin, Wisconsin 53151
waynecbrf@gmail.com
414-975-1819

To Whom Tt May Concern:

It has been my pure pleasure to work with Jerry Bourquin and Dimension IV over the past 35 years. Jerry was the architect of my 50 plus assisted living facilities which were built throughout Wisconsin.

Jerry is the ultimate professional, extremely competent and very creative. Our beautiful facilities are a testament to his work and dedication to excellence.

I would recommend Jerry to anyone looking for a highly skilled architect.

It has been a positive and rewarding experience working with Jerry and Dimension IV.

Please feel free to contact me should you need any further information.

Sincerely,

Wayne Wegenke

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

Date: October 3, 2023

RE: Letter of Recommendation Dimension IV Madison Design Group

To Whom It May Concern,

When I became the Administrator for the Village of Deerfield, WI, I had the pleasure of working with the Mr. Jim Gersich, and the Dimension IV team from the Village's approved new village hall project. Most of design aspects for the new village hall had already been completed when I took on this new role, and Mr. Gersich was very helpful in my transition into the project as the construction phase began. Throughout the process, Mr. Gersich and the Dimension IV team were responsive to all questions asked by Village Trustees and myself. This was an immense help during my transition into the Administrator role.

Mr. Gersich was also instrumental in helping procure separate bids for functional aspects of the building that led to the overall cost savings of the building to come in under budget without compromising the design envisioned by the Village. Throughout the construction process, Mr. Gersich also made sure that the quality of work met the expectations of the Village as designed, and work was being completed in a timely manner based on the construction schedule. This was all during a time when construction projects were having delays due to material supply chains, and overages product cost increases.

I would highly recommend Dimension IV Madison Design Group for the level of service and expertise their design and construction management team will bring to your building needs. I would be happy to provide information related to questions regarding Dimension IV based on the experience we had in the Village of Deerfield.

Sincerely,

Todd Willis

Village Administrator

Deerfield, WI

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

4. Proposer's Profile >> Client References

MSP Real Estate, Inc.
Milo Pinkerton
President
952.351.4540 / email: milo@msphousing.com

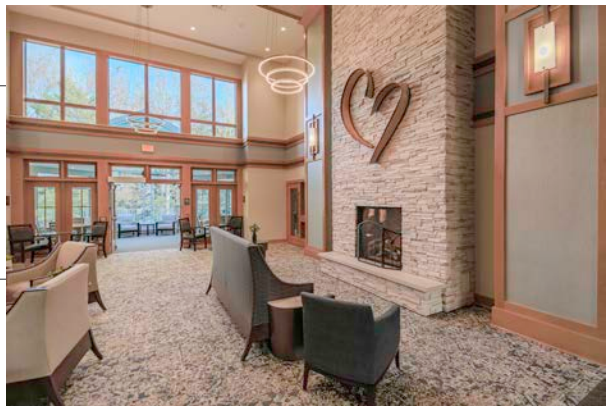
New Glarus Home Addition & Remodeling
Rick Colby
Former Nursing Home Administrator
641.231.1014

Madison Homeless Shelter
Jonathan Evans
City of Madison Engineering
Division Property Manager
608.243.5893 / email: JEvans@cityofmadison.com

MSP Aspire Senior Living – Oshkosh, Wisconsin

Priests of the Sacred Heart
Deacon David Nagel, SCJ
Provincial Treasurer, Provincialate Office
414.427.4268 / email: provtreas@us.province.org

Boardwalk Investment Real Estate
Wayne Wegenke
Owner
414.975.1819 / email: waynecbrf@gmail.com



Sacred Heart at Monastery Lake – Franklin, Wisconsin

Village of Windsor
Jamie Rybarczyk
Deputy Administrator
608.846.3854 / email: jamie@windsorwi.gov

Village of Deerfield
Todd Willis
Village Administrator / Treasurer
608.764.5404 / email: twillis@deerfieldwi.com

Senior Care Realty
Matt Collins
Vice President – Development & Construction
608.834.9545 / email: matt@seniorcarerealty.com

Lac du Flambeau Band of Lake Superior Chippewa Indians
Emerson Coy
Director of Planning
715.588.4252 / email: ecoy@ldftribe.com

MSP Heritage Senior Living – Monona, Wisconsin

5. Project Team

The following team members are the key individuals assigned to the Lasata Senior Living Campus project. Their years of qualified and technical experience is showcased on the resumes and subconsultant team pages to follow. The subconsultants listed work for and report directly to Dimension IV Madison Design Group.

DIMENSION IV Madison Design Group

Architect

Jerry Bourquin
Principal-in-Charge
Team Leader

Carl Miller
Project Manager/
Project Architect

Björn Hallsson
Job Captain/
Specifications

Kate Cook
Interior Designer

CJ engineering civil design and consulting

Civil Engineering

Christopher Jackson
Principal-in-Charge/
Civil Engineer

Randall Bruckner
Civil Engineer

InSite Landscape Design, Inc.
Michael Davis
Landscape Designer

JDR ENGINEERING, INC.

Plumbing/Fire Protection, HVAC, Electrical-Lighting

Timothy Meeker
Project Manager/
Mechanical Engineer

Christopher Gehrke
Plumbing / Fire Protection
Engineer

Michael Klubertanz
Electrical Engineer

(mp)² STRUCTURAL ENGINEERS, LLC

Structural Design

Mark S. Lindloff
Principal-in-Charge/
Structural Engineer

Alissa Jenne
Structural Engineer

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

Aspire Senior Living Oshkosh

New Senior Living Community

Project Location	**Oshkosh, Wisconsin**
Completion Date	**August 2021**
Client/Reference	**MSP Real Estate** Milo Pinkerton 952.351.4540 milo@msphousing.com
Project Data	143,257 GSF 133 Apartments
Construction Cost	**$19,438,124**

The campus includes interconnected, three-story buildings housing 133 total apartments – 50 RCAC senior independent living apartments, 17 RCAC assisted living apartments, 33 CBRF enhanced assisted living apartments and 33 memory care apartments.

The campus is master-planned for future expansion including an additional 39 independent living apartments, 22 assisted living apartments, 28 memory care apartments and 50 duplex units.

Common amenities shared by the campus include the lounge, private dining room, convenience store, physical therapy, massage room, exam room, therapy pool, theater, hair salon and numerous seating areas.

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

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Aspire Senior Living Kimberly

New Senior Living Community

Project Location	**Kimberly, Wisconsin**
Completion Date	**June 2017**
Client/Reference	**MSP Real Estate** Milo Pinkerton 952.351.4540 milo@msphousing.com
Project Data	**140,900 square feet** 136 units plus one guest suite

New community with 45 independent living apartments, 18 assisted living apartments, 30 enhanced assisted living units, and 43 memory care units. Two and three-story building; two-story portion licensed as a CBRF. Amenities include underground parking, a pool area, pub, salon, convenience store, game room, theater, arts and craft room, garden room, and guest suite.

Noel Manor Senior Living

New Senior Living Facility

Project Location	**Verona, Wisconsin**
Completion Date	**October 2016**
Client/Reference	**MGNM, LLC** Gary Brunz 608.443.4444 gbunz@hmdist.com
Project Data	**121,290 SF residential** **26,600 SF basement** 111 units
Award	**2017 IIDA Award of Excellence**

New three-story facility with 54 RCAC independent living units, 43 RCAC assisted living units, and 14 CBRF memory care units. Residents enjoy all the comforts of home, while enjoying a full range of retirement living services all under one roof, including a beauty salon/barber shop, private dining room, activities/craft room, and a theater room.

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

New Glarus Home

Master Planning, Addition, and Remodeling

Project Location	**New Glarus, Wisconsin**
Completion Date	Master Plan: **2014** Addition: **2017** Remodeling: **2018**
Client/Reference	**New Glarus Home, Inc.** Rick Colby Former Nursing Home Administrator 600 Second Avenue New Glarus Wisconsin 53574 641.231.1014
Construction Cost	**$8,599,000**

The multi-phased project for a 30-acre retirement community included campus master planning; resident, staff, and equipment forecasting; building and site analysis; storm water management; existing facilities, systems, and infrastructure evaluation.

The space needs programming included immediate, short- and long-term needs, phasing strategies; design options; sustainable design and construction strategies; building code analysis; construction budget analysis; FF&E inventories, design, and budgets; IT, telephone, and security systems expansion and replacements; capital and operational cost estimates; full CDs; and bidding and construction administration.

The addition/expansion added 32 SNF rooms and a new rehabilitation therapy clinic (including rehabilitation gymnasium, occupational therapy, physical therapy, and pulmonary exam rooms).

The remodeling project included 43 resident rooms. All four existing wings, administration wing, and dining / kitchen were updated.

Sacred Heart at Monastery Lake

New Senior Living Apartments for the Priests of the Sacred Heart

Project Location	**Franklin, Wisconsin**
Completion Date	**Phase I - 2012, Phase II - 2013**
Client/Reference	**Priests of the Sacred Heart** Deacon David Nagel, SCJ 414.427.4268 provtreas@usprovince.org
Project Data	46 apartment units 130 independent senior living units

Phase I has 46 apartment units for active and retired priests, 66 independent apartments for seniors, and two private chapels, one with seating for 200, in a four-story building with underground parking for 104 cars.

Phase II provided a third, four-story building with an additional 64 independent living units and additional underground parking for 44 cars.

The complex includes dining rooms, a commercial kitchen, a staging kitchen, a two-story lobby, activity and fitness rooms, a sundries shop, offices and conference rooms, and is programmed to accommodate future care/assisted living functions.

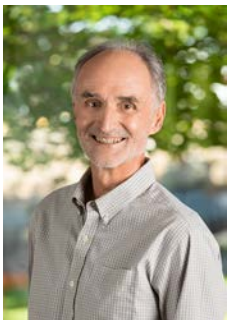
Balconies are accessible from some common spaces, including a public terrace off the lobby, overlooking the lake.

Sustainable design features include solar domestic hot water system, high-efficiency windows, R-80 roof insulation, Energy Star system light fixtures throughout, and advanced lighting and HVAC controls.

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

5. Project Team >> Dimension IV Madison Design Group

We have assembled an experienced team that has a passion for the development of quality living environments and is committed to the success of our clients. The primary work location for our staff will be our Madison, Wisconsin office. The primary work location of our subconsultants is identified on their respective pages. The key individuals listed and identified, including our subconsultants, will be performing the work and will not be substituted with other personnel or reassigned to another project without the County's approval.



Jerry Bourquin, AIA
Principal-in-Charge

Jerry has 44 years of experience as a licensed architect, and 21 years with Dimension IV. He has project experience in senior housing and multifamily housing.

Jerry will be responsible for the project development and for keeping the project on schedule and within budget. He enjoys teamwork and strives to build friendships, as well as projects, that will lead our clients to success.

Kate Cook, NCIDQ, IIDA
Interior Designer

Kate will lead our Interiors team and be involved in the space needs analysis and schematic design concepts. She has 9 years of professional experience and 9 years with Dimension IV. She has worked on many of the MSP projects and other senior living projects shown.

Carl Miller, AIA
Principal
Project Manager/
Project Architect

Carl brings 13 years of professional experience and 7 years with Dimension IV as a designer working on various building types, including libraries, community facilities, municipal/civic, mixed-use, and housing projects.

As project architect he will be responsible for building programming, developing the architectural design, site planning and design, and leading the design support staff.

Björn Hallsson
Job Captain/
Specifications

Björn has 19 years of experience and has been with Dimension IV for 5 years. He leads our firm's involvement in the AIA 2030 Commitment (goal: reach carbon-neutral by 2030 in all new buildings, developments, and major renovations) and is passionate about our project's sustainability efforts.

He will also handle writing specifications for the project. Björn has extensive experience with housing rehabilitation projects.

Dimension IV Madison Design Group staff resumes follow with relevant experience and references.

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

Jerry Bourquin AIA

MSP Aspire Senior Living – Oshkosh, Wisconsin

Some of Jerry's Relevant Project Experience Includes:

MSP Aspire Senior Living – Oshkosh, Wisconsin

MSP Aspire Kimberly New Senior Living – Kimberly, Wisconsin

West Bend Assisted Living I, II & III New Build – West Bend, Wisconsin

MSP Lincoln Village New Senior Apartments – Port Washington, Wisconsin

MSP Heritage Lake Country Senior Campus – Delafield, Wisconsin

Slinger Assisted Living II, III & IV New Build – Slinger, Wisconsin

Hartford Assisted Living I & II New Build – Hartford, Wisconsin

Menomonee Falls Assisted Living I & II New Build – Menomonee Falls, Wisconsin

Plymouth Assisted Living Phase 3 New Build – Plymouth, Wisconsin

Noel Manor Senior Living Facility New Build – Verona, Wisconsin

Sacred Heart at Monastery Lake – Franklin, Wisconsin

Brookfield Rehabilitation and Specialty Care – Brookfield, Wisconsin

MSP Heritage Monona New Senior Living Community – Monona, Wisconsin

MSP Heritage Middleton New Senior Living Community – Middleton, Wisconsin

Bell Tower Place Senior Living Community – West Allis, Wisconsin

44+

Years of Experience

Principal
Managing Partner

Registration/Accreditation

Registered Architect:
WI (1980)
IL (1980)
MO (2012)
SD (2013)

Education/Training

Master of Architecture,
University of Illinois,
Urbana-Champaign (1978)

Bachelor of Architecture,
University of Illinois,
Urbana-Champaign (1976)

Organizations/Committees Memberships

American Institute of Architects (AIA)

National Council of Architectural Registration Boards (NCARB)

References

MSP Real Estate, Inc.
Milo Pinkerton
952.351.4540
milo@msphousing.com

Boardwalk Investment Real Estate
Wayne Wegenke
414.975.1819
waynecbrf@gmail.com

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

Carl F. Miller AIA, LEED® GA

City of Madison Homeless Shelter – Madison, Wisconsin

13+

Years of Experience

Principal
Project Architect

Registration/Accreditation

Registered Architect in WI

LEED® Green Associate

Education/Training

Bachelor of Science in Architectural Studies, Southern Illinois University, Carbondale, Illinois (2011)

References

City of Madison
Jonathan Evans
608.243.5893
JEvans@cityofmadison.com

Village of Deerfield
Todd Willis
608.764.5404
twillis@deerfieldwi.com

Some of Carl's Relevant Project Experience Includes:

Cambellsport Assisted Living CBRF 2 New Build – Cambellsport, Wisconsin

City of Madison Homeless Shelter New Build – Madison, Wisconsin

MSP Muskego Senior Living New Build– Muskego, Wisconsin

Sacred Heart at Monastery Lake – Franklin, Wisconsin

MSP Normandy Square Senior Apartments New Build– Madison, Wisconsin

Sprecher Apartments Design – Madison, Wisconsin

New Glarus Village Hall Space Needs Assessment – New Glarus, Wisconsin

Beloit II & III Senior Living New Build– Beloit, Wisconsin

Brodhead Historical Museum Addition – Brodhead, Wisconsin

MSP Aspire Kimberly Senior Living New Build – Kimberly, Wisconsin

Village of Windsor Community Park New Build– Windsor, Wisconsin

Shawano Municipal Utilities Headquarter Building New Build– Shawano, Wisconsin

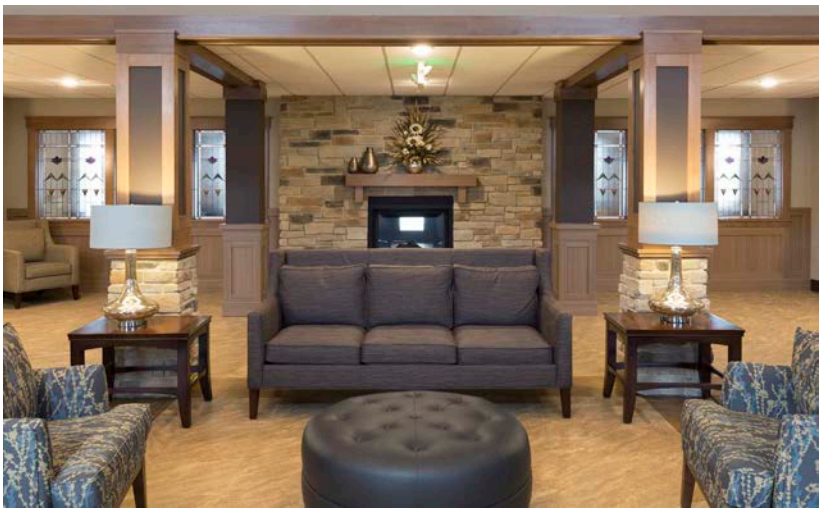
LDF Workforce Training & Business Development Center New Build– Lac du Flambeau, Wisconsin

Deerfield Village Hall New Build– Deerfield, Wisconsin

Westphal & Company Expansion & Renovation – Madison, Wisconsin

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

Kate Cook NCIDQ



Noel Manor Senior Living Facility – Verona, Wisconsin

Some of Kate's Relevant Project Experience Includes:

MSP Aspire Oshkosh Senior Living New Build – Oshkosh, Wisconsin

MSP Heritage Deer Creek Village Senior Living Addition – New Berlin, Wisconsin

MSP Normandy Square Senior Housing New Build– Madison, Wisconsin

Noel Manor Senior Living Facility New Build – Verona, Wisconsin

Sacred Heart Seminary & School of Theology Renovation/Remodel – Franklin, Wisconsin

Lac du Flambeau Workforce Training & Business Development Center – Lac du Flambeau – Wisconsin

Landmark by the Rivers Adaptive Reuse – La Crosse, Wisconsin

Deerfield Village Hall New Build– Deerfield, Wisconsin

New Glarus Home Addition/Remodel – New Glarus, Wisconsin

MSP River Parkway Apartments and Townhomes New Build – Wauwatosa, Wisconsin

MSP The Oscar Apartments New Build – Madison, Wisconsin

Ace Apartments Mixed Use New Build – Madison, Wisconsin

MSP The Grove Apartments New Build – Madison, Wisconsin

Shawano Municipal Utilities Headquarter Building New Build– Shawano, Wisconsin

City of Madison Homeless Shelter New Build – Madison, Wisconsin

9+

Years of Experience

Interior Designer

Registration/Accreditation

NCIDQ Certified Interior Designer

Education/Training

Bachelor of Fine Arts
Interior Architecture,
Art and Design
University of Wisconsin -
Stevens Point, Wisconsin (2013)

Organizations/Committees/ Memberships

International Interior Design Association (IIDA) Associate Member

IIDA Wisconsin Board of Directors, VP of Membership

References

MSP Real Estate, Inc.
Milo Pinkerton
952.351.4540
milo@msphousing.com

Shawano Municipal Utilities
Jennifer Miller
Finance Manager
jmiller@cityofshawano.com

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

Björn Hallsson LEED® AP, BD+C

MSP River Parkway Townhomes – Wauwatosa, Wisconsin

Some of Björn's Project Experience Includes:

MSP Aspire Oshkosh Senior Living New Build – Oshkosh, Wisconsin

MSP The Grove Apartments New Build – Madison, Wisconsin

MSP River Parkway Apartments and Townhomes New Build – Wauwatosa, Wisconsin

MSP The Oscar Apartments New Build – Madison, Wisconsin

MSP The Driftless Apartment Building New Build – La Crosse, Wisconsin

Cuba City Apartments I & II Renovation – Madison, Wisconsin

Cambria Parkview Apartments Renovation – Cambria, Wisconsin

MSP The Heights Apartments Redevelopment – Madison, Wisconsin

Wasserman Apartments Rehabilitation/Remodeling – Sheboygan, Wisconsin

Ace Apartments Mixed Use New Build – Madison, Wisconsin

Trolley Station Apartments – Marinette, Wisconsin

MSP Mayfair Collection New Build – Wauwatosa, Wisconsin

Bartillon Drive New Mixed-Use – Madison, Wisconsin

19+

Years of Experience

Job Captain
Sustainability Facilitator
Specifications Writer

Registration / Accreditation

LEED® Accredited Professional
BD+C v. 4

Education / Training

Bachelor of Arts,
Architecture,
University of Illinois,
Chicago, IL (2003)

References

MSP Real Estate, Inc.
Milo Pinkerton
952.351.4540
milo@msphousing.com

Wasserman Apartments
David Steven
McGann Construction
608.241.5585
David.Stevens@mcgannconstruction.com

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

5. Project Team >> Sub-Contractors

CJ Engineering (Milwaukee, WI) provides complete civil engineering design and land surveying services for site development and redevelopment projects. They have the experience and expertise to produce both user driven and cost effective design solutions for both large and small projects.

Christopher Jackson P.E., P.L.S.

Principal-in-Charge/ Civil Engineer

Christopher is the founder and President of CJ Engineering, LLC. He is a professional engineer with over 30 years of experience in Civil Engineering and Land Surveying. He has a wide understanding of site layout, land surveying, erosion control practices, and flood plain mitigation among others.

Randall S. Bruckner, P.E.

Civil Engineer

Randall is a principal engineer/project manager with more than 20 years experience in Civil Engineering. His experience ranges from site grading, storm and sanitary sewer design, water main design and site layout.

Landscape Designer
InSite Landscape Design, Inc. Wauwatosa, WI
Michael Davis

Project Experience:

Parkview Senior Community – Caledonia, Wisconsin

Forest Ridge Senior Community – Hales Corners, Wisconsin

The Maria Linden (RCAC) for the School of Sisters of St. Francis – Milwaukee, Wisconsin

Unity Senior Living (CBRF) – Milwaukee, Wisconsin

MSP Normandy Square New Senior Apartments – Madison, Wisconsin

MSP Aspire Oshkosh Senior Living New Build – Oshkosh, Wisconsin

MSP Aspire Kimberly New Senior Living – Kimberly, Wisconsin

MSP Heritage Monona New Senior Living Community – Monona, Wisconsin

MSP Heritage Middleton New Senior Living Community – Middleton, Wisconsin

MSP Lincoln Village New Senior Apartments – Port Washington, Wisconsin

MSP Heritage Lake Country Senior Campus – Delafield, Wisconsin

MSP The Grove Apartments New Build – Madison, Wisconsin

MSP The Oscar Apartments New Build – Madison, Wisconsin

MSP The Driftless Apartment Building New Build – La Crosse, Wisconsin

MSP Mayfair Collection New Build – Wauwatosa, Wisconsin

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

MP Squared (Madison, WI) provides structural engineering services to architects, design-build companies, developers, owners, and suppliers.

Mark S. Lindloff, P.E.

Principal-in-Charge/ Structural Engineer

Mark has been a project engineer and/or project manager on a wide variety of projects such as community-based residential facilities, water park resorts, multi-story residential and mixed use, multi-story commercial, education facilities, and retail. is responsible for project engineering and management, providing project team leadership, planning, and constructability expertise for project team members. He provides technical expertise and cost effective solutions for all phases of project needs; from schematic through final design, as well as resolution to field issues during the construction phase.

Alissa Jenne, P.E.

Structural Engineer

Alissa has a strong background in design and analysis for various residential, commercial, industrial, agricultural and government projects. She has experience working with a wide range of structural systems including structural steel, cold-formed steel, wood, masonry and conventionally reinforced concrete systems. She has also applied her expertise toward renovation and rehabilitation projects. She provides assistance to project leads as necessary ensuring all projects are delivered on time and of the highest quality.

Project Experience

Oak Park Place Grandview Senior Living – Madison, Wisconsin

NEX Senior Apartments – Fargo, North Dakota

Oak Park Place Senior Living – Burlington, Wisconsin

Whitney Point Properties – Madison, Wisconsin

Ace Apartments Mixed Use – Madison, Wisconsin

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

5. Project Team >> Sub-Contractors

JDR Engineering Inc., (Madison, WI) specializes in commercial, industrial, institutional, and healthcare building projects. They provide plumbing, fire protection, HVAC, Electrical and Technology engineering services.

Timothy Meeker, PE, LEED® AP

Project Manager/ Mechanical Engineer

Tim has over 20 years of professional experience. His HVAC and project management experience includes commercial, institutional, justice, and industrial clients and he is actively involved in energy studies, building energy simulations for new buildings, and the retrofitting of existing buildings.

Michael Klubertanz, DE, LCIESNA

Electrical Engineer

Michael is a senior-level electrical designer with nearly 30 years of experience. Michael's responsibilities include electrical and lighting systems evaluation, design and specification and other low voltage systems. He has a strong background healthcare, educational, commercial and institutional related projects.

Christopher Gehrke, DE

Plumbing / Fire Protection Engineer

Christopher is a senior-level plumbing designer. He is involved with the specification and design of plumbing systems for healthcare, laboratory, industrial, utility, hospitality, and commercial buildings.

Project Experience

Bloomfield Healthcare & Rehabilitation Center – Dodgeville, Wisconsin

Lafayette Manor – Darlington, Wisconsin

Lakeview Healthcare Center – West Salem, Wisconsin

Mendota Mental Health Institute Lorenz Hall Secure Treatment Units – Madison, Wisconsin

New Glarus Home – New Glarus, Wisconsin

Orchard Manor – Lancaster, Wisconsin

Vernon Manor – Viroqua, Wisconsin

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

5. Project Team >> Project Roles / Responsibilities

OZAUKEE COUNTY CBRF TEAM RESPONSIBILITIES			
PERSONNEL	PROJECT FUNCTION	% OF INVOLVEMENT	EXPERIENCE RELATED TO THIS PROJECT
DIMENSION IV MADISON DESIGN GROUP: Architecture/Interior Design			
Jerry Bourquin	Principal-in-Charge	15%	Provided project management services for multiple senior housing projects including independent living, assisted living, and memory care.
Carl Miller	Project Manager / Project Architect	40%	Provided project architect services for multiple public projects and currently involved in senior housing projects.
Bjorn Hallsson	Job Captain / Specs	30%	Provided job captian duties on several housing and senior housing projects, including CBRF's. Additional duties include sustainability features and specifications on projects.
Matthew Thompson	Architectural Staff	50%	Provides drafting support to project team.
Kate Cook	Interior Designer	25%	Provided space planning, interior design concepts and renderings, FF&E layouts, artwork and signage selections, and FF&E procurement for senior housing and public projects.
CJ ENGINEERING: Civil Engineering			
Chris Jackson	Principal-in-Charge Civil Engineer	40%	Professional Engineer with over 30 years of CBRF project experience in Civil Engineering and Land Surveying.
Randall Bruckner	Civil Engineer	60%	Professional Engineer with more than 20 years of similar project experience in Civil Engineering.
Michael Davis	Landscape Designer	30%	27 years of similar project experience in Landscape Design.
MP SQUARED: Structural Engineering			
Mark Lindloff	Principal-in-Charge Structural Engineer	20%	Project engineer and/or project manager on a wide variety of projects such as community-based residential facilities, mixed use, multi-story commercial, education facilities, and retail.
Alissa Jenne	Structural Engineer	80%	Strong background in design and analysis for various residential, commercial, industrial, agricultural and government projects.

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

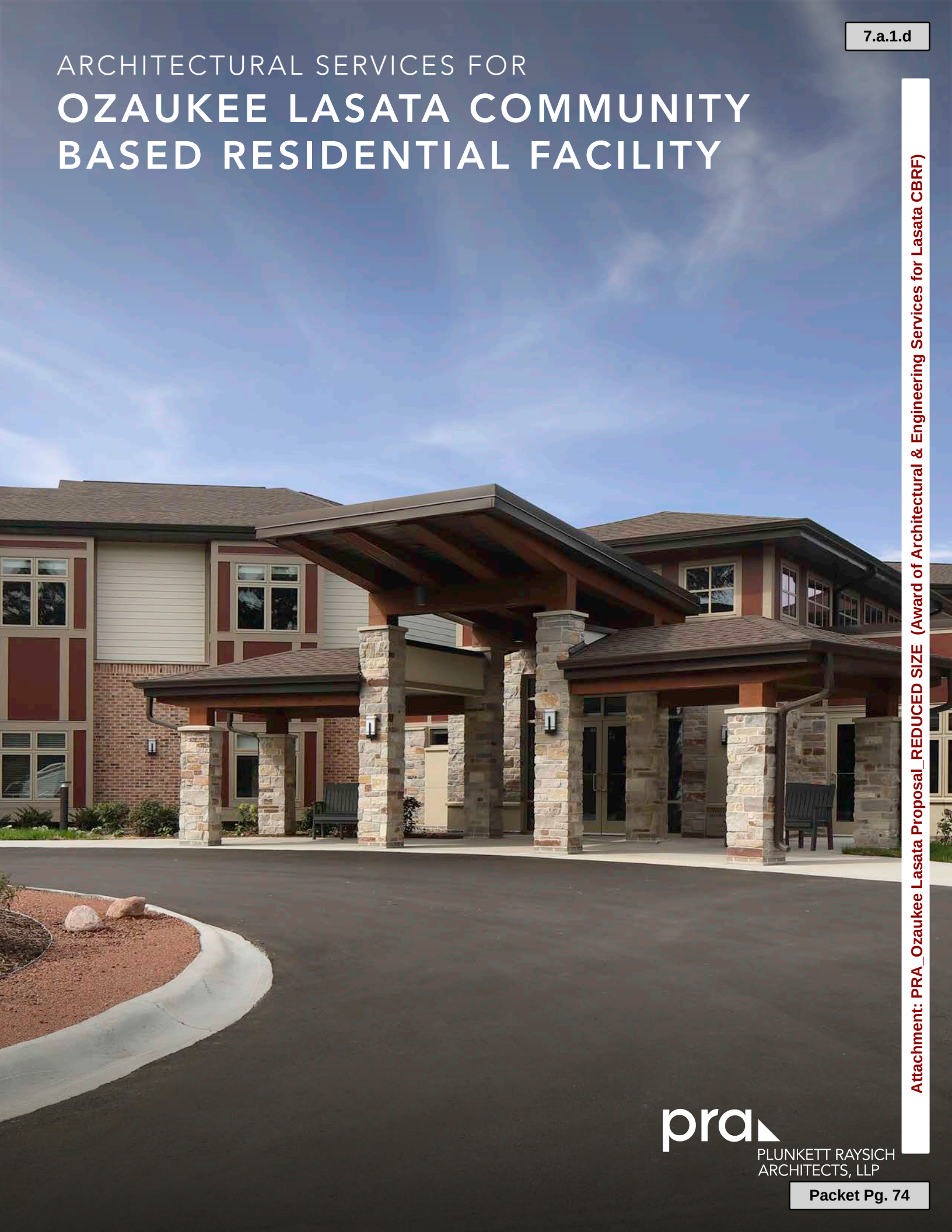
OZAUKEE COUNTY CBRF TEAM RESPONSIBILITIES			
PERSONNEL	PROJECT FUNCTION	% OF INVOLVEMENT	EXPERIENCE RELATED TO THIS PROJECT
JDR ENGINEERING: MEPFP Engineering			
Timothy Meeker	Project Manager	15%	Provided project management duties on multiple public and provide housing and senior housing projects.
Timothy Meeker	Mechanical Engineer - Lead	25%	Has provided lead mechanical engineering specification, design and opinion of cost services on multiple public and private housing projects.
Will Pahman	Mechanical Engineer - Staff	35%	Has provided mechanical engineering and design support on public housing projects.
Michael Klubertanz	Electrical Engineer - Lead	25%	Provided lead electrical engineering and systems design, including specifications and opinions of cost on multiple housing and senior housing projects.
Dylan Best	Electrical Engineer - Staff	30%	Has provided electrical engineering and design support on public housing projects.
Chris Gehrke	Plumbing / Fire Protection Engineer - Lead	35%	Provided lead plumbing and fire protection design, including specifications and opinions of cost on multiple housing and senior projects.
Collette Kawagley	Plumbing / Fire Protection Engineer - Staff	35%	Has provided plumbing and fire protection engineering and design support on a wide variety of public and private projects, including housing.

Please Note: Stewart Design Associates, Inc. (Madison, WI) is an independent consulting firm committed to designing food service facilities. They can be added to our team if desired.

Attachment: DIV Response RFP CBRF Lasata Senior Living Campus of Ozaukee County_REDUCED SIZE (Award of Architectural & Engineering

ARCHITECTURAL SERVICES FOR

OZAUKEE LASATA COMMUNITY BASED RESIDENTIAL FACILITY



Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

pra

PLUNKETT RAYSICH
ARCHITECTS, LLP

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

1 COVER LETTER

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

RENNES DEPERE

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

PLUNKETT RAYSICH
ARCHITECTS, LLP

April 29th, 2024

Ozaukee County
ATTN: Lasata CBRF - A/E
PO Box 994
Port Washington, WI 53074

Dear Jason,

I have enjoyed helping the residents of the Lasata Senior Living Campus with past projects. These were personally important projects because I believe in the importance of publicly funded senior living communities. I am hopeful to rejoin your team to develop the new Ozaukee County CBRF at Lasata.

I believe our team offers these unique qualifications:

National perspective with local presence | My team has been working across the nation with clients of all types and in communities of all kinds. We are constantly learning from our clients and evolving our understanding of the needs and wants of senior living facilities. We have a vast experience in providing living and facility solutions unique to the needs of each client, and unique to the opportunities found in each community. Further, we have assisted with many other projects in the County, and many of our employees live within Ozaukee County and even in Cedarburg, where we are commonly recognized living our lives. This unique combination provides best-in-class design ideas coupled with a local personal commitment.

Flexibility in approach | Our team is deeply experienced in balancing the realities of market forces with construction options, ensuring operational and construction costs are balanced. We first identify the guiding principles for your project, to understand the holistic issues that must shape the development, even if it suggests new ways of thinking. The end result could be something similar to the configuration proposed in the RFP, or something else that provides a new way to serve residents and save tax dollars.

Focused on You | This is your building. We will strive to educate you about issues and lead you through the decision-making process. The final solutions will be the result of working closely together in true collaboration. Our focus will always be about providing guidance in the best interest Ozaukee County.

Thank you for inviting our proposal. I believe we can help you accomplish your important goals as your design partner. I feel we are called to work on projects that take care of those who have taken care of us. I look forward to seeing you and to further discuss ideas during an interview.

Sincerely,

Gregg Golden, AIA, NCARB
Partner In Charge

209 south water street milwaukee, wisconsin 53204 414 359 3060
2310 crossroads drive suite 2000 madison, wisconsin 53718 608 240 9900
1970 main street suite 201 sarasota, florida 34236 941 444 8845
311 canyon wren drive buda, texas 78610 512 649 5627
innovative design with inspiring results | www.prarch.com
Partners: Michael Bahr, Kevin Broich, Michael Brush, Gregg Golden, John Holz, Devin Kack, Nicholas Kent, Steven Kieckhafer, Scott Kramer, Jason Puestow, Larry Schneider, Michael Sobczak

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

2 PROJECT SCOPE

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

LUTHERAN HOMES OF OCONOMOWOC

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

WE UNDERSTAND YOUR NEEDS

- The central motivation behind this project is to provide architectural, interior design, structural, mechanical, electrical, and plumbing services for a new 24-resident CBRF.
- Ensuring that the project caters to the needs of residents with additional assistance as they gracefully age is a pivotal objective.
- We understand the vision in creating a nurturing environment that fosters communal living among residents.
- A fundamental aspect of the project is to seize every opportunity for sustainability by integrating thoughtful design strategies.
- Our overarching objective is to collaborate with your leaders, fostering a collective effort to reach a consensus on the most optimal design solution that aligns with your goals.
- Specific tasks are as outlined in your RFP and augmented with the other traditional tasks indicated in the AIA contract B132-2019 – Standard Form of Agreement Between Owner and Architect, Construction Manager as Adviser Edition.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

WORK PLAN 3

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

DESIGN PROCESS

PRA's unique five step design process walks you through each phase of the project, simplified.

DESIGN

1 VISIONING/ SCHEMATIC DESIGN

- Prepare space plans
- Begin materials selections
- Create interior & exterior images of primary spaces
- Develop furniture "typicals"
- Review schematic design drawings with client
- Revise drawings per client comments

MEETINGS

- Conduct interview with Key Stakeholders
- Establish design schedule and deadlines
- Present and discuss preliminary design options
- Authorization to Proceed

DELIVERABLES

- Preliminary Options
- Pro/Con Analysis
- Preliminary Cost Estimate
- Project timeline

2 DESIGN DEVELOPMENT

- Expand schematic designs including specific structural, mechanical and electrical systems and interiors
- Specify materials, systems, and equipment
- Prepare plans and specs for DD

MEETINGS

- Review concept development diagrams and pricing
- 2-3 weekly meetings with Design Committee

DELIVERABLES

- Document community feedback and share on website
- Concept diagram building and site plans
- Conceptual cost estimates
- Project timeline

3 CONSTRUCTIO DOCUMENTS

- Finalize detailed drawings and specs
- Quality assurance review of constructi documents
- Sub-contractors' qualification review
- All documents for bidding will be final

MEETINGS

- Present final design and construction documents
- Meet with subconsultants to finalize si design, landscape design, and enginee systems
- 2 meetings with Design Committee

DELIVERABLES

- Final detailed drawings and specificati
- Construction schedule

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

CONSTRUCT

4 BIDDING & CONSTRACT AWARD

- Organize and handle bidding documents
- Obtain and review all potential contractors qualification forms
- Evaluate bids, analyze alternates or substitutes
- Distribute supplemental drawings and specifications

MEETINGS

- Evaluate bids, analyze alternates or substitutions
- Participate in negotiations

DELIVERABLES

- All bidding documents
- Qualification forms
- Supplemental drawings and specifications

5 CONSTRUCTION ADMINISTRATION

- Construction Administration
- Field Observation
- Assist with Change Order Requests
- Review contractor payment request
- Project closeout/punchlist

MEETINGS

- Field visits and field visit reports
- Project closeout

DELIVERABLES

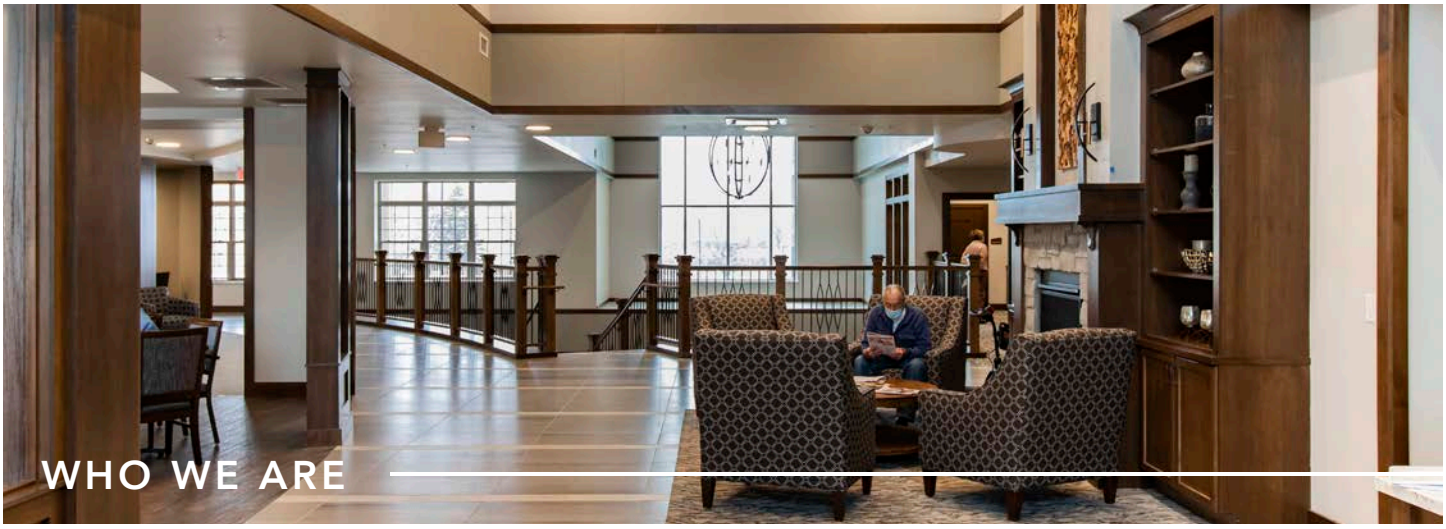
- Field visit reports
- Project closeout/punchlist

UNIQUE 5 STEP PROCESS

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

FIRM PROFILE 4

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)



WHO WE ARE

OUR PROMISE

At Plunkett Raysich Architects, LLP, we don't merely design buildings; we create spaces for people, that inspire people.

OUR PASSION IS GREAT DESIGN

We take pride in bringing together physical elements with pure imagination to compose a facility brand that opens minds. We create spaces that invite people in and inspire all who occupy them. We believe practical can complement innovative. We know that environments are made for the people who use them, and we believe that our vision is matched only by our client's aspirations. Great design is our passion – it's what we bring to our clients every day.

FIRM HISTORY

Plunkett Raysich Architects, LLP, was established in 1935 by founder Henry Plunkett. Through a series of acquisitions we are able to trace our roots back to 1890. Today, PRA is a multi-faceted firm specializing in creating and reimagining a variety of community environments.

PRA LEADERSHIP

The partner leaders at PRA are Michael Bahr, Kevin Broich, Michael Brush, Gregg Golden, Jedd Heap, John Holz, Devin Kack, Nicholas Kent, Steven Kieckhafer, Scott Kramer, Jason Puestow, Larry Schneider and Michael Sobczak.

STAFF EXPERTISE

Plunkett Raysich Architects, LLP, is a full service architectural and interior design firm employing over 85 professionals.

FIRM EXCELLENCE

TOP WORK PLACES 2024 journal sentinel
TOP WORK PLACES 2023 journal sentinel
TOP WORK PLACES 2017 JOURNAL SENTINEL
TOP WORK PLACES 2016 JOURNAL SENTINEL
PSMJ Resources, Inc. CIRCLE of EXCELLENCE 2020

LOCATIONS

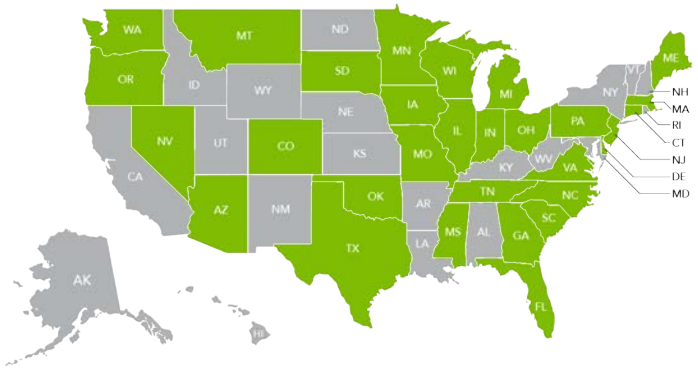
Milwaukee, WI
209 South Water Street
Milwaukee, WI 53204
414.359.3060

Madison, WI
2310 Crossroads Drive
Suite 2000
Madison, WI 53718
608.240.9900

Austin, TX
311 Canyon Wren Dr.
Buda, TX 78610
512.649.5627

Sarasota, FL
1970 Main Street
Suite 201
Sarasota, FL 34236
941.348.3618

PROJECTS IN



Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

WHAT WE DO

INDEPENDENT LIVING

ASSISTED LIVING & WELLNESS

FRAIL / MEMORY ASSISTED

SKILLED CARE / HOSPICE

HOSPITAL

MEDICAL OFFICE BUILDING

CLINIC

WELLNESS

PLANNING

Site Planning/New Urbanism Design
Building Programming
Master Planning
Space Planning
Capacity Studies
Feasibility Studies
Facility Maintenance Studies
Technology Planning
LEED®/Sustainable Design and Planning
Visioning and Facility Branding
Facility Needs Assessment
Rapid Access Prototyping

INTERIOR DESIGN

Material and Color Selections
Furniture Selection and Procurement
Furniture and Finishes Standards
Lighting
Art and Accessory Selection
Exterior and Interior Signage
Graphics
Window Treatments

ARCHITECTURAL

Concept Development
Preliminary Design
Schematic Design
Construction Drawings and Specifications
Cost Control
Energy Conservation Analysis
Engineering Coordination
Building Information Modeling / 3D Modeling
Code Compliance Consultancy

CONSTRUCTION

Contractor Selection
Bidding Review
Construction Administration
Product Review
Schedule Tracking
Quality Assurance
Post Occupancy Evaluation

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

MSA PROFESSIONAL SERVICES, INC. | FIRM PROFILE

MSA Professional Services, Inc. (MSA) specializes in the sustainable development of communities. We achieve this by building honest, open relationships that go beyond the project to become a trusted source of expertise and support for immediate challenges and long-term goals. Big or small, we do whatever it takes to meet each need, working to make communities stronger in the process. **It's more than a project. It's a commitment.**

MSA's roots reach back to 1919. Once a rural land survey company, our firm now consists of more than 400 professionals across 17 offices.

We work closely with institutions, governments and private clients on both new buildings and renovation projects to develop plans, anticipate and circumnavigate challenges, expedite the permitting process and see each building project through, every step of the way. Our experience also extends to historic preservation for housing and office buildings, bringing new life to time-honored facilities. We're proud of the reputation we have earned through professional performance and caliber of our employees.

Building Services We Provide

- Electrical Engineering (Low-voltage, Fire Alarm, Security, CCTV, Data & Sound Systems)
- Plumbing Engineering
- Fire Protection Engineering
- HVAC Engineering
- Structural Engineering
- Site Civil Engineering
- Landscape Architecture
- Master Planning

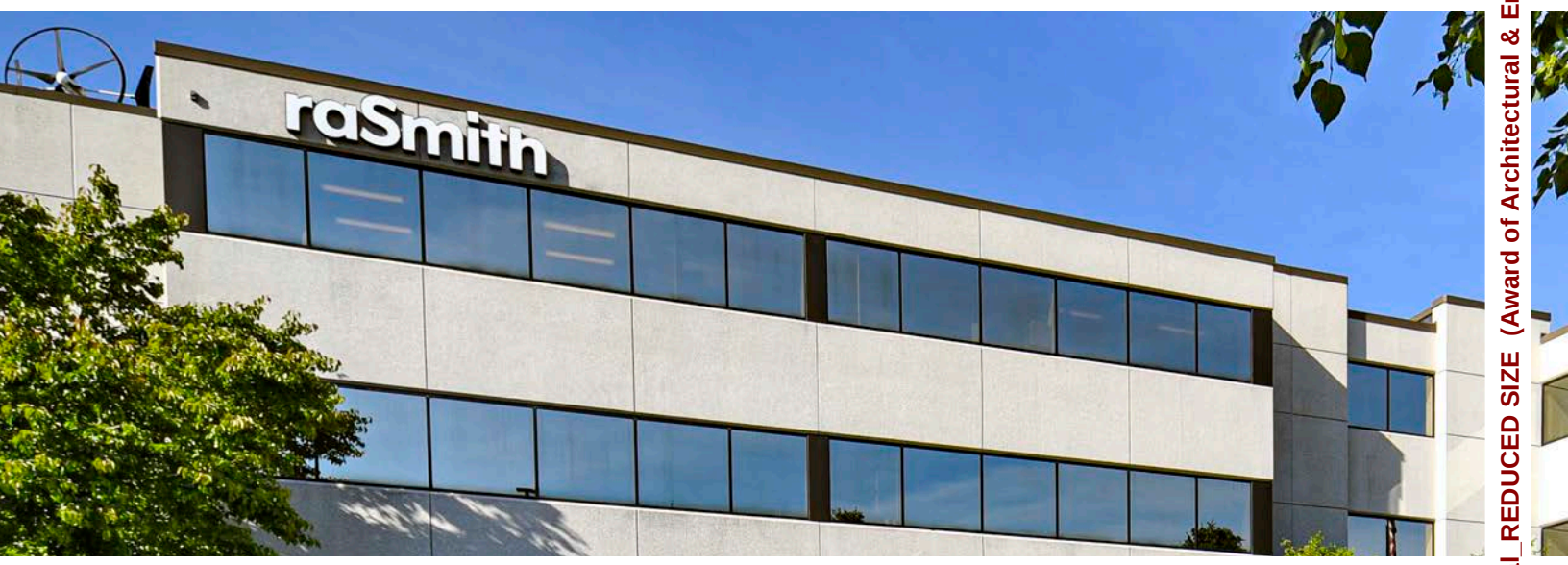
MEP Project Types

- Schools/Universities
- Fire, EMS & Police
- Libraries
- Municipal Buildings
- Public Works/Water/ Wastewater
- Aviation
- Park, Pool & Recreation
- Commercial & Retail
- Multi-Family & Mixed-Use
- Mercantile Facilities
- Care Facilities
- Industrial Facilities
- Financial Institutions
- Churches
- Theaters & Auditoriums
- Water Theme Parks
- Hotel & Conference Halls
- Restaurants
- Amusement Arcades
- Telecommunications
- Design

raSmith
CREATIVITY BEYOND ENGINEERING

Corporate Overview

raSmith is a multi-disciplinary engineering consulting firm comprising civil engineers, structural engineers, traffic engineers, land surveyors, development managers, landscape architects, ecologists, and construction services professionals. Our services are focused on our public and private sector clients' needs in design and construction including site design, structural engineering, municipal engineering, transportation and traffic, surveying, construction services, and geographic information systems (GIS). We work on projects nationwide from our seven locations. Richard A. Smith, M.S., P.E., F.ASCE, founded raSmith in 1978. Richard A. Smith Jr., P.E., (Ricky) is the second-generation owner and leads the firm as president. The firm currently employs a staff of 220.



Our Services

Cold-Formed Steel Engineering
Construction Inspection/Management
Development Management
Ecological
GIS (Geographic Information Systems)
Grant Writing
Hydrographic Surveying
Land Surveying
Landscape Architecture
LiDAR (3D Laser Scanning)
Municipal Engineering
Site Design
Structural Engineering
Traffic Engineering
Transportation Engineering
UAS (Unmanned Aircraft Systems)
Water Resources
Water/Wastewater Engineering

Locations

Wisconsin:
Brookfield
Appleton
Cedarburg
Madison
Milwaukee

Illinois:
Naperville

California:
Irvine

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

CLIENT REFERENCES

"The campus was thoughtfully designed given the constraints of the square footage to create a market rate product that I would say is exceptional...the architecture of the building and engineering and the landscaping of this campus really lends itself nicely for people to engage in different ways."

- Dave Fulcher, CEO of Milwaukee Catholic Home
dfulcher@milwaukeecatholichome.org | 414.220.3212

"We appreciate our relationship with PRA. Your team is responsive and stays connected with our team."

- Nicole Schingick, President, Rennes Group
NicoleS@Rennesgroup.com | 715.582.2001

"I felt as though you listened to all of our needs, hopes and concerns, and made the adjustments required to move Trinity Woods forward within our financial capabilities and as close to the desired timeline as was possible under the circumstances. Thank you so much!"

- Sister Deb, Provincial Leader, Trinity Woods
dsciano@ssndcp.org | 414.225.8252

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

LUTHERAN HOMES OF OCONOMOWOC

ADDITIONAL REFERENCES

Kathy Cavers
President & CEO
kathy.cavers@thelutheran-home.org
414-258-6171 x309
The Lutheran Home

Mark Radmer
Administrator
mark.radmer@fdlco.wi.gov
920-929-3309
Harbor Haven Health & Rehab, Fond du Lac County

Matt Burow
President
matt@catalystbuilds.com
414-727-6840 x 1003
Catalyst Construction

Michael Peer
Principle
michael.peer@claconnect.com
414-721-7580
Clifton Larson Allen, LLP

Nicole Pretre
CEO
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262-306-4252
Cedar Community

Robert O'Keefe
CFO
okeefer@mtmary.edu
414-930-3201
Mount Mary University / Trinity Woods

Stephanie Chedid
President & CEO
schedid@luthermanor.org
414-434-1751
Luther Manor

Aaron Matter
Managing Director and Founder
aaron@mattersenior.com
773-658-2165
Matter Development

Charles Jennings
Chief Development Officer
cjennings@hraonline.net
772-492-5002
Harbor Retirement Associates Senior Living

Dave Jenkins
Principle
dave.jenkins@jsdinc.com
608-848-9050
Forward Development Group, LLC

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

5 EXPERIENCE & TEAM

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

"You took the basis of our imagination and you put the cement and the sticks and the roof and the windows on it as well and you know, it doesn't have to be one color. A can of blue paint doesnt cost more than a can of white paint."

-Sister Barb Younger, IT & Communications Director, Village at Harmony Hill

VILLAGE AT HARMONY HILL

SECTION CONTENTS

THE FOLLOWING IS TAKEN FROM THE RFP DOCUMENT.

Project team statement indicating the professional and technical qualifications of the key people who will be assigned to the project and their responsibilities within the Scope of Services including the team leader.

a. Firm/team's experience with similar or related project of this size and scope, including reference

Present on pages 26-39.

b. Specific work assignments of each individual that included CBRF construction or other public sector projects and references that could comment on the quality of the work performed

Present in each individual's biography, which can be seen on pages 43-49.

c. For each individual note years of experience and number of years that the individual has been with the firm under its current name and ownership.

Present in each individual's biography, which can be seen on pages 43-49.

d. Indicate primary work location for these individuals.

Present in each individual's biography, which can be seen on pages 43-49.

e. Identify any proposed sub-contractor(s) and include a description of the arrangement and their role in the project.

Present on page 50-54.

f. Provide written assurance that the key individuals listed and identified will be performing the work and not be substituted with other personnel or reassigned to another project without the County's approval.

We assure you that the key individuals identified for Ozaukee County will be dedicated to its execution without substitution or reassignment. Their expertise is integral to project success, and any changes will be communicated and approved by the County. We are committed to transparency and collaboration throughout
the project.

g. Identify the function/responsibility of each individual assigned to work on this project (e.g., project manager, technician, etc.) along with their role/responsibilities on this project. Experience summaries of these key individuals shall be provided and the amount of time to be allocated to this project. If applicable, include a description of sub-consultants, indicating what portion of the work is to be done by them.

Chart present on page 57.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

LASATA CROSSINGS, OZAUKEE COUNTY

CEDARBURG, WI

PROJECT RELEVANCE Residential Care Apartment Complex (RCAC)

SCOPE Provided architectural and interior design services for a 63,000 sq. ft. expansion

This 60-unit, 63,000 sq. ft. assisted living facility (residential care apartment complex) is attached to the existing independent apartment building at the county owned and operated Lasata Care Center Campus in Cedarburg, Wis. The addition features a central entry commons area, beauty shop, offices and fitness areas. A large lobby and sitting area with clerestory windows welcome residents and visitors. The assisted living (RCAC) commons features a large public dining room with serving kitchen, laundry spaces on each floor and a bathing spa on the second and third floors. Resident apartments include: six studio units, 48 one-bedroom units and six two-bedroom units.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

LINDENGROVE

WAUKESHA, WI

PROJECT RELEVANCE CBRF

SCOPE 9,000 sq. ft. renovation, CBRF Renovation: 13,000 sq. ft. renovation, CBRF & Community Building: 22,000 sq. ft. addition

LindenGrove Communities engaged PRA to design several renovations and an addition to their Waukesha campus. The project consists of three concurrent phases. The first phase includes the renovation of the south and west wing of the Skilled Nursing Facility (SNF) into 22 new short-term rehabilitation units. Each unit has its own bathroom, which include showers. There is also a living area, serving kitchen, and new dining area specifically for the short-term rehab residents.

The second phase converts the North and East wings of the existing SNF facility into a Community Based Residential Facility (CBRF). This includes two 10-unit high acuity assisted living households. Each household is equipped with a bathing/shower room and an open concept living and dining area that connects each wing. There is also a centralized hub area that includes another living space and den. Each room exterior has been designed to look like the exterior of a home with a flower box, mailbox, and house number, giving the effect of walking down a street. This also helps distinguish room from room for the memory care patients. A covered walkway was also added on to the eastern wing of this building to connect the northern RCAC building to the SNF building. The walkway's location creates a courtyard area between to the two buildings.

The third phase is an expansion to the campus and features a new one-story CBRF. It provides two 12-unit households and a one-story community building that is directly connected to the existing SNF building. Each household has its own serving kitchen, dining, and living area along with a spa/bathing room. It will also have a new beauty salon that can be used by all the residents at LindenGrove Waukesha. The community building will be used to hold special events for the residents, and also for the surrounding community.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

LINDENGROVE

NEW BERLIN, WI

PROJECT RELEVANCE CBRF

SCOPE Provided architectural and interior design services for a 20,000 sq. ft. CBRF Addition

LindenGrove Communities engaged PRA to design a new 24-unit CBRF / Memory Care addition for their New Berlin campus. The CBRF contains two 12-unit households and a community center that acts as a connector between the existing SNF and CBRF. Each household contains private resident rooms centered around a open living room, dining room, and den, each accentuated with tall vaulted ceilings and skylights. Each household also contains a spa/bathing room. A shared serving kitchen and parlor sit between the two households. A large enclosed courtyard provides a secure outdoor space for residents.

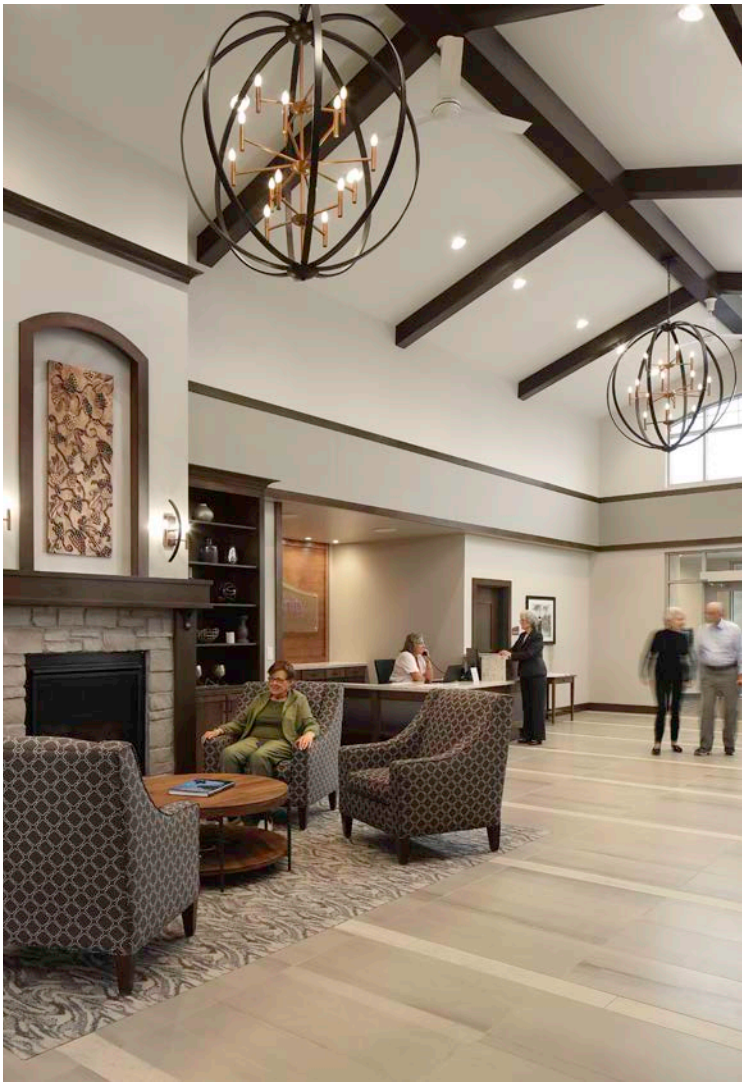
Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

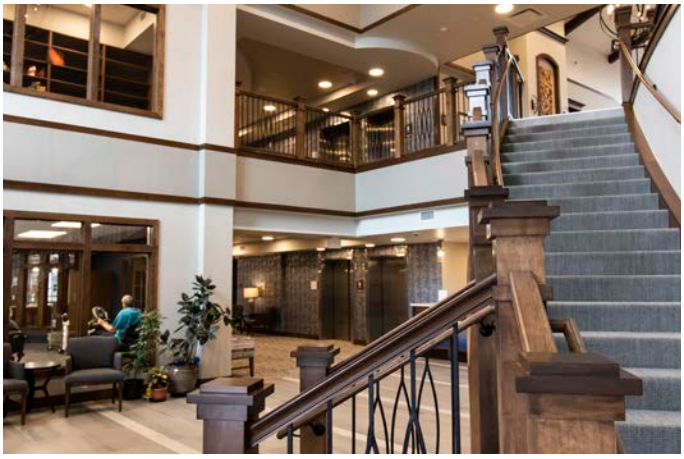
TRINITY WOODS

MILWAUKEE, WI

PROJECT RELEVANCE New Construction, CBRF and Master Planning

SCOPE Provided master planning, architectural, and construction services for a new 258,000 SF intergenerational housing community





Trinity Woods
Project Video

Trinity Woods is an intergenerational housing community on the campus of Mount Mary University in Milwaukee. The project is the result of a partnership between the School Sisters of Notre Dame, Mount Mary University, and Milwaukee Catholic Home. PRA was brought on to lead design efforts for the 258,000 square foot community that houses 52 assisted living units, 90 independent living units, and 24 private family units for undergraduate single mothers. The facility will be a continuing care retirement community for aging sisters as well as other members of the community. The facility will also feature an early childhood development center for up to 100 children. Trinity woods was conceived to encourage serendipitous and supportive interactions between all occupants.

Exterior design elements of the community reflect the collegiate gothic style of the Mount Mary University Campus. Steep red gabled roofs with parapets are complimented by a material palette of stone, siding, and trim in warm gray tones to tie in with the existing campus. The interior design features a palette of wood, limestone, blue, and metal accents in a warm transitional style. Key public spaces, such as the chapel and dining room, feature artwork and stained glass from the Sister's former campus to preserve their rich history.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

NORTHSIDE CATERED LIVING APARTMENTS & WELLNESS CENTER

LUTHERAN HOMES OF OCONOMOWOC | OCONOMOWOC, WI

PROJECT RELEVANCE RCAC, CBRF, & SNF

SCOPE Provided architectural and interior design services for a 137,000 sq. ft. addition, 9,600 sq. ft. renovation

Nestled on the serene shores of Lac La Belle, Lutheran Homes of Oconomowoc has crafted an unparalleled lakeside living experience, tailored to resident preferences. The new addition features luxury units customized to individual tastes, alongside amenities such as a restaurant, pub, theater, beauty shop, wellness center, and animal park. A grand two-story entry welcomes guests into the catered living area, seamlessly connecting it to existing buildings. The restaurant and pub serve as central hubs, adorned with fireplaces and offering alfresco dining on the patio. The wellness center boasts an indoor swimming pool with picturesque lake views, complemented by a yoga studio, aerobics room, and weight room. Residents can personalize their living spaces with a choice of finish palettes and floor plans, ensuring comfort and individuality. This expansion reinforces Lutheran Homes of Oconomowoc's commitment to exceptional care in an atmosphere of elegance.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

ST. CAMILLUS

WAUWATOSA, WI

PROJECT RELEVANCE CBRF

SCOPE 72-unit CBRF plus commons, 134,000 sq. ft.

The first phase of expansion on the St. Camillus campus features a new two-story 72 unit assisted living facility on the northeast corner of the site with a connection to the existing health center. The facility features two 24 unit memory care households and one 24-unit household for frail residents. Each household contains a central courtyard surrounded by a large public dining room with a serving kitchen, two living rooms, and a den. The CBRF facility adjoins a four story, 49-unit residence for retired priests of the Jesuit Order. The CBRF and Jesuit Residence shares a commons space containing additional amenities including a resident chapel, therapy suite, and multi-purpose room. There is an enclosed parking garage on the lower level as well as office and back of house functions that service the whole campus.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

LUTHER MANOR

WAUWATOSA, WI

PROJECT RELEVANCE Master Planning

SCOPE Long Range Master Planning & Multiple Phase Project List

Facing growth and staffing issues on an aging campus in need of modern updates, Luther Manor engaged PRA to provide Long Range Master Planning services. Built in the 1960's, Luther Manor incorporated the whole continuum of care onto their campus. A decrease in their Skilled Nursing Facility staff and patients led to vacant beds and unutilized spaces.

Multiple additions were made over the years to the campus, but with no Master Plan in place, the campus was left with no long term vision. Luther Manor and PRA saw the opportunity to perform a "campus reset" that would answer the following questions:

- How to improve the quality of independent living?
- How to add dedicated Memory Care area?
- How to redistribute skilled nursing areas for best use?
- How to increase curb appeal in an outdated structure?
- How to increase parking and wayfinding on a campus with no long term plan?
- How to set the campus up with a long term plan for future growth and success?
-

A Multiple Phase Project List was the result of the Master Planning effort. Phase 1 projects include renovation of apartments to be more focused on independent living and increasing curb appeal and facility marketing through new exterior finishes.

Future phase projects include:

- Dedicated Memory Care and Hospice space
- Renovating Assisted Living space
- Upgrading Rehab to be competitive with other rehab facilities
- Consolidating 3 front doors into one main front entry

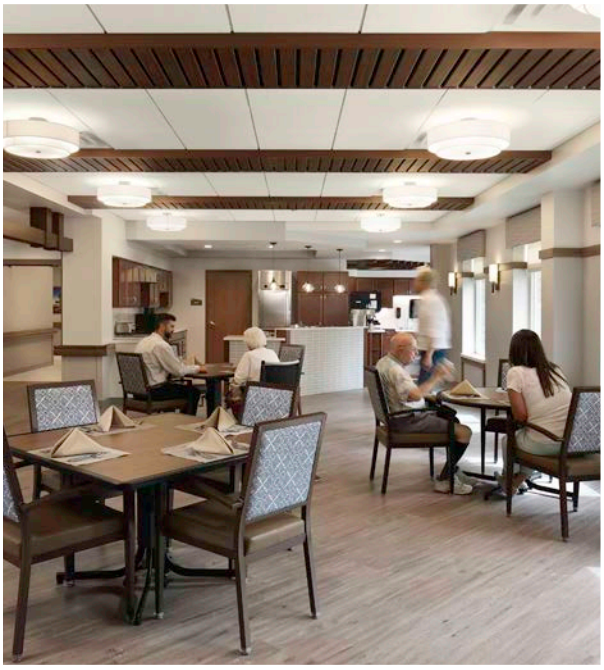
Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

THREE PILLARS

DOUSMAN, WI

PROJECT RELEVANCE Master Planning, CBRF

SCOPE Provided master planning, architectural, and construction services for a new 56 bed CBRF addition and renovation to the existing Skilled Nursing Facility



In an effort to provide current and future residents with high-quality care, programing, and accommodations, Three Pillars engaged PRA to renovate it's existing Skilled Nursing Facility and design a 56 bed CBRF Addition. The Skilled Nursing renovation resizes the existing capacity of 70 rooms into 36 units with private accessible bathrooms and additional living and dining space. The design creates three distinct 12 unit neighborhoods, each with a private living and dining room delivering a welcoming and safe experience for residents. Each neighborhood has it's own color scheme and material pallet to provide a sense of identity.

The 56 bed CBRF addition will increase the campus's Assisted Living capacity to 75 individuals. This allows the facility to provide a greater continuum of care for residents who need higher care, but are not ready for skilled nursing services. The addition provides a single entry to both the existing CBRF and the new CBRF addition. The new CBRF is divided into four households, each with it's own private dining room, living room, den, and patio space. Along the new corridor that connects the CBRF to the SNF, a series of commons spaces creates a town square for all residents to use. The town square contains a large multi-purpose room, cafe, beauty salon, and employee lounge. A series of courtyards were designed to provide residents with safe access to the outdoors and views of the surrounding river and woods.

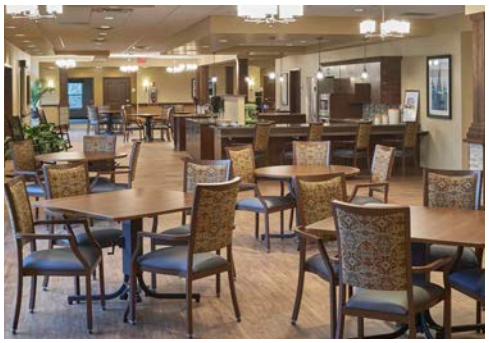
Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

ST. MONICA'S

RACINE, WI

PROJECT RELEVANCE CBRF

SCOPE Provided architectural services for a 13,000 sq. ft. renovation and 20,000 sq. ft. addition



PRA was retained by St. Monica's Senior Center to design a new 24-bed memory care facility with spacious rooms, private bathrooms, and secured indoor and outdoor activity spaces. The interior renovation will convert an existing convent into a new production kitchen to serve an increasing number of residents, along with major upgrades to the existing chapel.

Additional features of the project include a new cafe area with outdoor seating, a large entrance canopy, and renovation of the administrative area, along with a small corridor connection that allows for easy access to and from the north and south wings of the building. Three trees with a combined age of over 300 years old have been re-purposed to be used as flooring, new pieces in the chapel, and a memory wall.

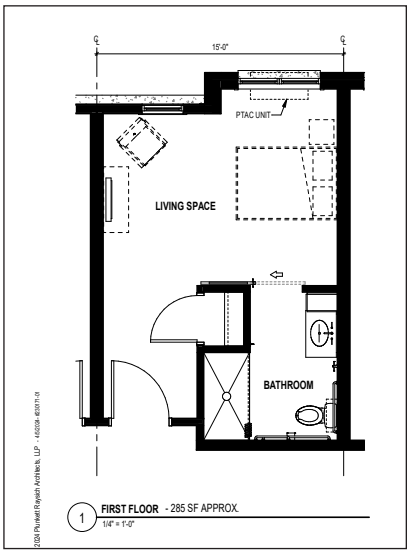
Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

THEDACARE APPLETON CBRF

APPLETON, WI

PROJECT RELEVANCE CBRF

SCOPE Provided architectural and interior design services for a 11,000 sq. ft. CBRF Addition



Thedacare engaged with PRA to design an 18-unit extension to their Heritage CBRF, aiming to address the growing need for memory care services. This new wing will feature its own living, dining, and activity areas, catering specifically to residents with memory-related conditions. Importantly, the design incorporates a courtyard that connects the new addition with the existing facility, providing a safe outdoor space for residents to enjoy.

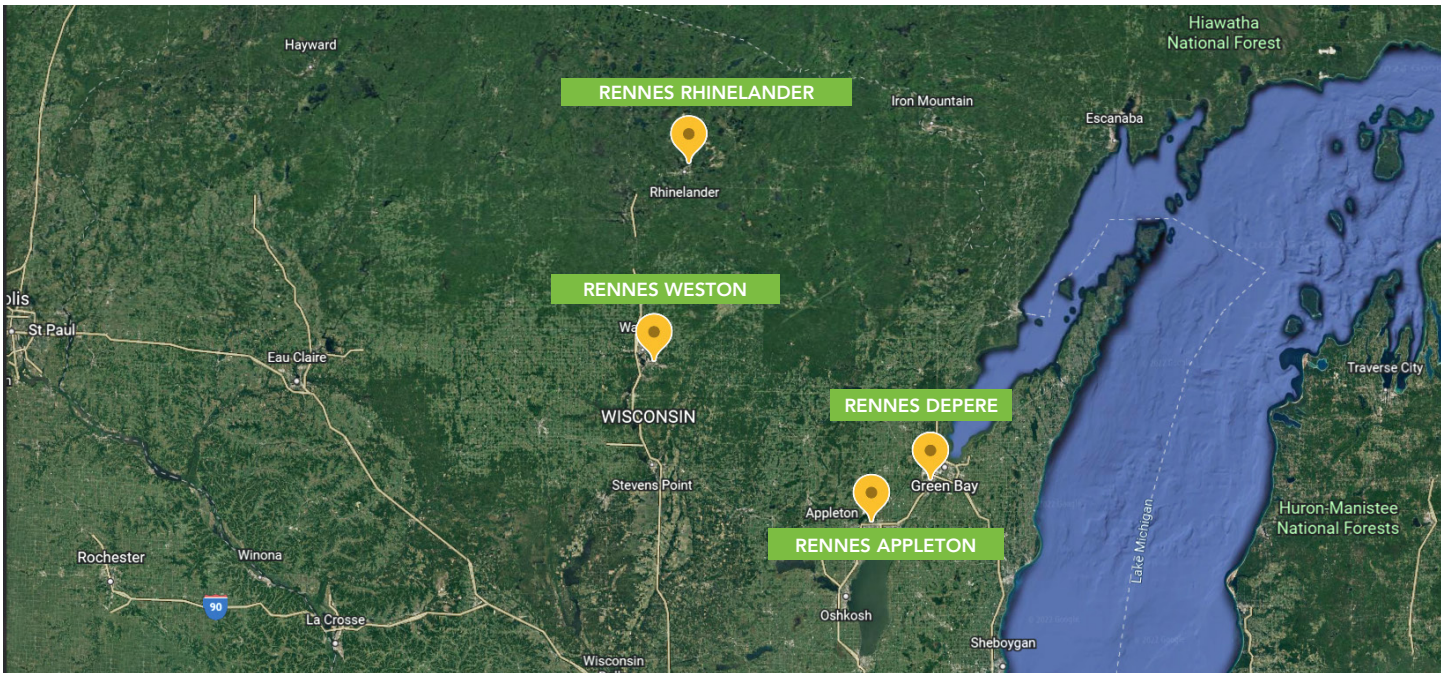
Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

RENNES GROUP, INC.- FOUR CAMPUSES

APEPLTON, DEPERE, RHINELANDER, AND WESTON, WI

PROJECT RELEVANCE Health and Rehab Center, RCAC, and CBRF

SCOPE Provided facility studies, master planning, and architectural design services for Rennes' four campuses



PRA has helped continuously re-envision Rennes' group four campuses across Wisconsin. We have completed a master planning at their locations that have resulted in several projects including new construction, renovations, and additions. Below is a summary of the work completed:

THE RENNES GROUP – APPLETON

The Appleton Campus underwent two renovations: one at "The Renaissance" for interior design updates to their RCAC facility, and another adding a 20-bed, 24,000 sq. ft. rehabilitation center to the existing skilled nursing facility. The addition includes private resident rooms, dining and lounge areas, a beauty salon, bathing spa, and therapy suite, while the skilled nursing facility was upgraded to modern standards, including a new entertainment bar area.

THE RENNES GROUP – DEPERE

Over 11 years, we partnered with The Rennes Group to transform their Health and Rehab Center, RCAC, and CBRF. We expanded the Health and Rehab Center with a 7,000 sq. ft. therapy addition and later added a 4,100 sq. ft. outpatient therapy gym. The RCAC underwent a 10,600 sq. ft. renovation, while the CBRF now boasts 24 units with resident-friendly amenities and central courtyards for outdoor relaxation.

THE RENNES GROUP – RHINELANDER

PRA's master planning led to a 63,000 sq. ft., 72-bed skilled care and short-term rehab facility with innovative amenities. A successful project led to a 10,000 sq. ft., 23-bed addition in 2015, expanding the therapy gym and introducing a new dining room.

THE RENNES GROUP – WESTON

PRA provided master planning and architectural design for the Weston Campus, including a 55,000 sq. ft. structure for a 60-unit RCAC in 2006. In 2008, a 34-bed rehab addition with central amenities was built, connecting to the RCAC. Then, in 2014, a 50-bed short-term rehab addition featuring a therapy suite, dining room, and activity lounge was added.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

RENNES DEPERE

RENNES APPLETON

RENNES WESTON

RENNES DEPERE

RENNES RHINELANDER

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

LAKELAND HEALTH CARE CENTER, WALWORTH COUNTY

ELKHORN, WI

PROJECT RELEVANCE Skilled Nursing Facility

SCOPE Provided architectural design services for a new 95,300 sq. ft. skilled care facility

A master planning study was conducted to give Lakeland Health Care Center options to address their aging building and how to structure the building to accommodate residents well into the future. After reviewing several options and doing a comparison of new versus renovated, Walworth County and Lakeland Health Care Center decided their efforts and monies were best spent on a new 120-bed skilled care facility.

The one-story skilled nursing facility utilizes a 'household' concept. The design consists of four 30-bed wings, with commons areas (i.e. beauty, clinic, OT/PT, chapel and coffee shop/cafe) located in the center activity area. These households are designed to provide necessary nursing support space for CNA staff to be self-sufficient. The activity center at the heart of the facility incorporates a feeling of the outdoors, featuring a high-ceiling and park-like atmosphere.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

RECENT RELEVANT WORK

Milwaukee Catholic Home

Cedar Community The Cottages at Cedar Run

Rennes Weston III Rehabilitation and Therapy Suite

Bethany Home

Maplewood of Sauk Prairie

Harwood Place

Lutheran Homes of Oconomowoc

Bethesda Adult Family Home

Bethany Home Waupaca Campus

The Masters At The Community of Bishops Bay Residences

Fond du Lac County Harbor Haven

Rennes Peshtigo Skilled Care

Rennes Marinette

Cascadia Pear Orchard Assisted Living Facility

SSM Health Care St. Mary's Care Center

St. Monica's Senior Citizen Home

Maine Veterans' Homes Community Living Center

HarborChase of Wilmington DE Memory Care & Assisted Living

Cornell Landing Assisted Living & Memory Care

LindenGrove Waukesha

The Madison Apartments

HarborChase of Princeton NJ Assisted Living & Memory Care

Gallina Companies Bergamot on 780 Apartment Community

Rennes Marinette

Clearview Home

Rennes Appleton Skilled Nursing

Cedar Community Cedar Bay

Seasons Hospice Lutheran Home

HarborChase Evergreen Walk S Windsor,
CT Memory Care & Assisted Living

Three Pillars Health Center

Trinity Woods Residential & Senior Housing

7.a.1.d

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

COMMUNITY BASED RESIDENTIAL EXPERIENCE

- Alverno Apartments | Dubuque, IA
- American Lutheran Homes | Mondovi, WI
- Attic Angel Place | Middleton, WI
- Brown Deer Group Homes 1 | Brown Deer, WI
- Brown Deer Group Homes 2 | Brown Deer, WI
- The Gates of Deer Grove Apartments Palatine, IL
- Elderspan Senior Housing | Madison, WI
- Franciscan Home | Appleton, WI
- Family Tree | Cedarburg, WI
- Field of Dreams CBRF | Kiel, WI
- Harvest Home Assisted Living | Howards Grove, WI
- Hillsboro RCAC | Hillsboro, WI
- Ingleside Manor | Mount Horeb, WI
- Island Shores RCAC | Neenah, WI
- Journey Senior Living Memory Care | Merrillville, IN
- Kensington Retirement Community Center | Rockford, IL
- Kensington Retirement Community Center | Urbana, IL
- Luther Oaks – Lutheran Life Communities | Bloomington, IL
- Linden Ridge Health Care | Mukwonago, WI
- Merrill Hills | Waukesha, WI
- Morrow Home | Sparta, WI
- New Glarus Home | New Glarus, WI
- Northland Lodge | Two Rivers, WI
- Oak Creed Assisted Living | Algoma, WI
- Orchard Meadows | Mukwonago, WI
- The Pearl at Five Forks | Greenville, SC
- The Pearl at Jamestown | Baton Rouge, LA
- The Pearl at Watkins Centre | Chesterfield, VA
- Pine Haven Christian Home | Oostburg, WI
- Pine Haven Christian Home | Sheboygan Falls, WI
- Pines Village Retirement Home | Valparaiso, IN
- Riverdale Manor | Markesan, WI
- Schmitt Woodland Hills | Richland Center, WI
- Shady Lane CBRF | Manitowoc, WI
- United Pioneer Home | Luck, WI
- Lutheran Home Renovation | Wauwatosa, WI

SENIOR CARE FACILITIES EXPERIENCE

- Appleton Housing Authority | Schomberg, WI
- Arbor Ridge Manor | Highland Park, IL
- Attic Angel Place | Brown Deer, WI
- Bethel Homes | Viroqua, WI
- Bethel Homes | Madison, WI
- Beverly Nursing Home | Beaver Dam, WI
- Calumet Homestead | Chilton, WI
- Christian Community Home | Osceola, WI
- Clearview Long Term & Rehabilitation | Juneau, WI
- Countryside Manor | Sheboygan, WI
- Dodge County Health Care | Juneau, WI
- Edgerton Care Center | Edgerton, WI
- East Troy Nursing Home | East Troy, WI
- Freedom Elderly Housing | Freedom, MI
- Gladstone Elderly Housing | Gladstone, MI
- Grancare Assisting Living | Green Bay, WI
- Harmony Manor | Portage, WI
- Hartford Health Care Center | Hartford, WI
- Highland Nursing Home | Madison, IL
- Highland Park Manor | Highland Park, IL
- Hillsboro RCAC | Hillsboro, WI
- Holton Manor SNF | Elkhorn, WI
- Ingelside Manor | Mount Horeb, WI
- Lake Geneva Skilled Nursing | Lake Geneva, WI
- Lakeland Health Care Center | Oconomowoc, WI
- Lasata Nursing Home | Cedarburg, WI
- Luck UPH Skilled Nursing | Luck, WI
- Lutheran Homes of Oconomowoc | Oconomowoc, WI
- Manitowoc Health Care Center | Manitowoc, WI
- Maritime Gardens Fire Alarm | Manitowoc, WI
- Markesan Nursing Home | Markesan, WI
- Mayville Nursing Home | Mayville, WI
- Meadowbrook Manor | West Bend, WI
- Meriter Heights Skilled Nursing | Madison, WI
- Merrill Hills Hospice | Merrill, WI
- Milan Estates | Saukville, WI
- Milton Senior Living Center | Milton, WI
- Millway Care and Rehab Center | Milwaukee, WI
- Milestone Senior Living RCAC | Hillsboro, WI
- Morrow Memorial Home | Sparta, WI
- Nazareth Health and Rehabilitation | Stoughton, WI
- Northland Retirement Home | Marinette, WI
- Northern Lights Health Care | Washburn, WI
- Oak Park Place of Shorewood Hills | Madison, WI
- Odd Fellows Rebekah Home | Green Bay, WI
- Pine Haven New Nursing Home | Oostburg, WI
- Pine River Nursing Home | Sheboygan Falls, WI
- Port Haven Fire Alarm | Port Washington, WI
- Reedsburg Skilled Care Facility | Reedsburg, WI
- Rennes Nursing Home | DePere, WI
- Ridgewood Care Center | Racine, WI
- Riverdale Manor | Markesan, WI
- Rocky Knoll Health Care Center | Plymouth, WI
- Sauk County Health Care Center | Reedsburg, WI
- Sheboygan Senior Community | Sheboygan, WI
- Shorewood Nursing Home | Shorewood, WI
- Siena Transitional Living Center | Oshkosh, WI
- Sisters of St. Francis | Dubuque, IA
- Spring Valley Nursing Home | Spring Valley, IL
- Sunny Ridge Nursing Home | Sheboygan, WI
- St. Francis Assisted Living Facility | Fond du Lac, WI
- Terra Vista | Oakbrook Terrace, IL
- Three Pillars | Dousman, WI
- Wakefield Nursing Home | Wakefield, WI
- Walworth County Lakeland Health Care | Elkhorn, WI
- Winnebago Mental Health Institute | Oshkosh, WI

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

ST CAMILLUS

WHY OUR TEAM

Our team boasts unique qualifications, offering a national perspective coupled with a vital local presence. With a wealth of experience, we specialize in crafting tailored living and facility solutions.

Our approach is cohesive, emphasizing a unified team that excels in evaluating options and delivering sensible master plan solutions. Our commitment to phased construction ensures alignment with the specific demands of Ozaukee County and the dynamic market landscape. Embracing continuity, our dedicated team remains unchanged from project initiation to completion, ensuring seamless design and construction administration.

We prioritize client education, collaboration, and decision-making guided by their best interests. Aligned in culture and purpose, we share your belief in undertaking projects that care for those who have cared for us. We eagerly anticipate further discussions during an upcoming interview, envisioning a future of shared success and transformative partnerships.

We will listen first. We are not coming into this with a preconceived solution or preference. We want to help facilitate the discussion to help you discover your best solution. No one is better equipped to make decisions about Ozaukee County endeavors than you are. We simply want to help you find your best solution.

PRA Team

GREGG GOLDEN

Partner in Charge

EDUCATION

Bachelor of Science in Architecture
University of Wisconsin - Milwaukee

REGISTRATIONS

AIA, NCARB, CDT, CSI
Wisconsin Architect - 8106-5
Also licensed in AZ, CO, CT, ME, NJ, OR, SD, TX

AFFILIATIONS

LeadingAge Wisconsin
Society for the Advancement of Gerontological Environments (SAGE)
Wisconsin Assisted Living Association

YEARS OF EXPERIENCE

1987 career start, with PRA since 1997

LOCATION

Milwaukee Design Office

PROJECT ROLE: PARTNER IN CHARGE

Gregg is a Senior Partner at PRA and leads the Residential, Hospitality, and Senior Livng Design Studio, and will serve as Partner in Charge for this project. He wears every hat on a project including business development, programming, Pro Forma's, project management, budgeting, scheduling, overseeing production, and design. On your project, he will manage all aspects of your project, ensuring that it remains on time and within the established budget.

SELECTED PROJECT EXPERIENCE

Lasata Crossings, Ozaukee County | Cedarburg, WI
RCAC
A 60-unit assisted living facility is attached to an independent apartment building at the Lasata Care Center Campus in Cedarburg, Wisconsin, offering various amenities.

Bethany Home, Inc.
Bethesda Lutheran Communities
Castle Senior Living
Cedar Community
Harbor Chase
Oakmont Senior Living
LindenGrove, Inc.
Luther Manor - Campus Master Planning
Lutheran Homes of Oconomowoc
Maine Veterans' Home
Maplewood of Sauk Prairie
Lumia Senior Living
Reedsburg Area Senior Life Center
Rennes Group
Sheboygan County - Rocky Knoll and Sunny Ridge
St. Camillus
St. Monica's
Steeple View Christian Senior Living
Three Pillars Senior Living Communities
Trinity Woods
Village at Harmony Hill
Winnebago County - Park View Health Center

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

PROJECT ROLE: SENIOR LIVING SPECIALIST

Larry Schneider, a partner in PRA's Senior Living studio, brings over 30 years of experience in planning and design for aging environments. He specializes in helping clients navigate complex planning challenges and is dedicated to evidence-based approaches for creating engaging long-term care environments. Larry's expertise has provided clarity for numerous providers, and he is active in presenting and organizing events for organizations such as Leading Age and SAGE.

LARRY SCHNEIDER

Senior Living Planner

Partner

EDUCATION

Bachelor of Science in Architecture
University of Wisconsin - Milwaukee

YEARS OF EXPERIENCE

1982 career start, with PRA since 1998

AFFILIATIONS

American Institute of Architects
(AIA Associate Member)
Leading Age Member
Society for the Advancement of
Gerontological Environments
(SAGE Federation)
Wisconsin Assisted Living Association
Wisconsin Association of Homes &
Services for Aging

LOCATION

Milwaukee Design Office

SELECTED PROJECT EXPERIENCE

Lasata Crossings, Ozaukee County | Cedarburg, WI
RCAC
A 60-unit assisted living facility is attached to an independent apartment building at the Lasata Care Center Campus in Cedarburg, Wisconsin, offering various amenities.

Bethany Home, Inc.
Bethesda Lutheran Communities
Cedar Community (4 Campuses)
Clearview Home - Christian Science Nursing
Fond du Lac County - Harbor Haven Health & Rehabilitation
LindenGrove, Inc.
Luther Manor
Lutheran Homes of Oconomowoc
LutheranLiving Services
Maine Veterans' Home - Community Living Center
Manitowoc County Health Care Center
Maplewood of Sauk Prairie
Milwaukee Catholic Home
Sheboygan County - Rocky Knoll and Sunny Ridge
St. Camillus
St. Monica's
Steeple View Christian Senior Living
Three Pillars Senior Living Communities
Trinity Woods
Village at Harmony Hill
Walworth County - Lakeland Health Care Center
Washburn County -Northern Lights Health Care Center
Washington County - Samaritan Health Center
Winnebago County - Park View Health Center

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

KEITH BISKOBING

Project Executive
Associate

EDUCATION

Master of Architecture, University of Wisconsin - Milwaukee
Bachelor of Science in Architecture, University of Wisconsin - Milwaukee

YEARS OF EXPERIENCE

1981 career start, with PRA since 2011

LOCATION

Milwaukee Design Office

PROJECT ROLE: PROJECT EXECUTIVE

Keith is a project executive with over 20 years of experience on a variety of projects, including many for developers and residential clients. On your project, he will oversee meetings with clients, develop project schedules, and coordinate drawings to make sure the design aligns with your wants and needs and is within their budget.

Keith is a resident of Ozaukee County.

SELECTED PROJECT EXPERIENCE

Three Pillars Senior Living Communities | Dousman, WI
SNF, CBRF, and Master Planning
Three Pillars Senior Living Communities expanded rehabilitation and wellness areas. The 13,500 sq. ft. rehabilitation space includes 14 private suites and a therapy gym. The 4,980 sq. ft. wellness center features fitness amenities and educational opportunities.

Trinity Woods | Milwaukee, WI
New Construction, CBRF and Master Planning
PRA led design for Trinity Woods, at Mount Mary University, a 258,000 sq. ft. intergenerational community, featuring various housing units and an early childhood development center.

Lutheran Homes of Oconomowoc | Oconomowoc, WI
RCAC, CBRF, and SNF
Located on Lac La Belle's tranquil shore, Lutheran Homes of Oconomowoc offers lakeside living tailored to residents' needs. Luxury units, a restaurant, pub, theater, wellness center, and more enrich the experience.

Rennes Group | Multiple Locations
RCAC, CBRF, and SNF
The Rennes Group renovated Appleton Campus, adding a 20-bed rehab center with private rooms, dining area, and therapy suite. Depere, Rhinelander, and Weston campuses also underwent expansions and renovations, enhancing resident amenities.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

PROJECT ROLE: PROJECT ARCHITECT

Nick joined PRA in 2012, specializing in the Senior Living Studio. His role includes diverse project responsibilities, with a focus on designing state-of-the-art facilities for the Senior Living industry. He draws inspiration from clients who share his passion for improving the sector and enjoys tackling innovative challenges they present.

NICK PUCHACZ

Architect

EDUCATION

Bachelor of Science in Architecture
Lawrence University
Master of Architecture
University of Wisconsin-Milwaukee

REGISTRATIONS

AIA
Wisconsin Architect - 13334-5

YEARS OF EXPERIENCE

With PRA since 2012

LOCATION

Milwaukee Design Office

SELECTED PROJECT EXPERIENCE

Rennes Group | Multiple Locations
RCAC, CBRF, and SNF
The Rennes Group renovated Appleton Campus, adding a 20-bed rehab center with private rooms, dining area, and therapy suite. Depere, Rhinelander, and Weston campuses also underwent expansions and renovations, enhancing resident amenities.

St. Camillus | Milwaukee, WI
CBRF, IL and Master Planning
The Community House, for Camillian Order priests and brothers, offers 20 units with shared spaces like a living room, dining room, library, and private chapel. Amenities include a parking garage, laundry, fitness room, and storage.

Three Pillars Senior Living Communities | Dousman, WI
SNF, CBRF, and Master Planning
Three Pillars Senior Living Communities expanded rehabilitation and wellness areas. The 13,500 sq. ft. rehabilitation space includes 14 private suites and a therapy gym. The 4,980 sq. ft. wellness center features fitness amenities and educational opportunities.

Bethany Home | Waupaca, WI
SNF, CBRF, and RCAC
PRA's feasibility study for Bethany Home, Inc. resulted in renovating the existing site to build a new 55-bed SNF, converting the SNF into a 60-unit CBRF, and adding a 20-unit RCAC. The renovation emphasizes communal spaces and introduces a wellness wing.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

PROJECT ROLE: INTERIOR DESIGNER

Linda will be responsible for guiding and developing a concept, capturing specifications in the Design Narrative. Her expertise in systems and vendors ensures that furniture systems selected can accommodate multiple configurations. One size does not fit all, and Linda will take the time to discover who you are and take those findings to develop ideas until one resonates.

LINDA MOSES

Director of Interior Design
Principal

EDUCATION

Bachelor of Science in Interior Design
University of WI - Stevens Point

REGISTRATIONS

ASID

YEARS OF EXPERIENCE

1987 career start, with PRA since 1992

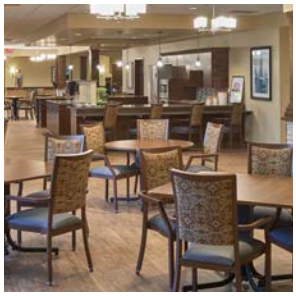
AFFILIATIONS

American Society of Interior Designers

LOCATION

Milwaukee Design Office

SELECTED PROJECT EXPERIENCE



St. Monica's | Racine, WI
IL, CBRF and Master Planning
PRA led design for Trinity Woods, at Mount Mary University, a 258,000 sq. ft. intergenerational community, featuring various housing units and an early childhood development center.

St. Camillus | Milwaukee, WI
CBRF, IL and Master Planning
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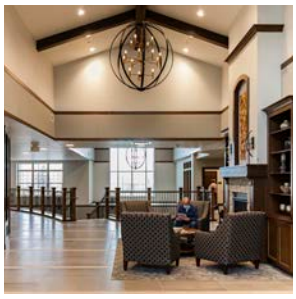
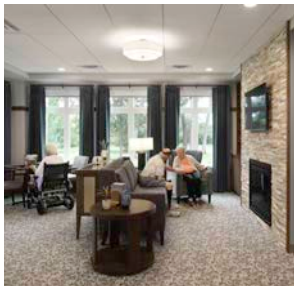


Trinity Woods | Milwaukee, WI
Master Planning, New Construction, CBRF
As result of a master plan architectural services were provided to design a multi-family residential facility.



Three Pillars | Dousman, WI
Master Planning, Mixed Use
Provided master planning, architectural, and construction services for a new 56 bed CBRF addition and renovation to the existing Skilled Nursing Facility.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

PROJECT ROLE: INTERIOR DESIGNER

Dan understands the functionality of space directly effects the form of the interior environment, so he enjoys getting involved early in the project process. By doing this, he can provide space planning decisions that help solidify interior design concepts, creating beautiful and functional spaces for his clients.

DAN EFFENHEIM

Interior Designer
Associate

EDUCATION

Bachelor of Fine Arts in Interior Design
University of WI - Stout

REGISTRATIONS

ASID, NCIDQ

YEARS OF EXPERIENCE

2000 career start, with PRA since 2000

LOCATION

Milwaukee Design Office

SELECTED PROJECT EXPERIENCE

Lutheran Homes of Oconomowoc | Oconomowoc, WI
RCAC, CBRF, and SNF
Located on Lac La Belle's tranquil shore, Lutheran Homes of Oconomowoc offers lakeside living tailored to residents' needs. Luxury units, a restaurant, pub, theater, wellness center, and more enrich the experience.

Rennes Group | Multiple Locations
RCAC, CBRF, and SNF
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St. Monica's | Racine, WI
IL, CBRF and Master Planning
PRA led design for Trinity Woods, at Mount Mary University, a 258,000 sq. ft. intergenerational community, featuring various housing units and an early childhood development center.

St. Camillus | Milwaukee, WI
CBRF, IL and Master Planning
The Community House, for Camillian Order priests and brothers, offers 20 units with shared spaces like a living room, dining room, library, and private chapel. Amenities include a parking garage, laundry, fitness room, and storage.

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

PROJECT ROLE: CONSTRUCTION ADMINISTRATOR

As Construction Administrator, Jason listens to those he is working with to develop solutions that are meaningful, long lasting, and logical. He will work with the team to verify proximity relationships as well as program and budget goals during the schematic design and design development phases of your project. He will ensure your project is completed on time and within your budget.

JASON PUESTOW

Partner, Construction Administration

EDUCATION

Bachelor of Science in Architectural Studies, University of Wisconsin Milwaukee

REGISTRATIONS

AIA, NCARB, CSI, CCCA
Wisconsin Architect - 10915-5
South Dakota Architect - 15212

YEARS OF EXPERIENCE

1992 career start, with PRA since 2005

AFFILIATIONS

American Institute of Architects (AIA)
Architectural Woodwork Institute
Construction Spec. Institute
National Council of Architectural Registration Boards (NCARB)
SARUP Student Mentoring Program
Wisconsin Architect's Foundation

LOCATION

Milwaukee Design Office

SELECTED PROJECT EXPERIENCE

Lasata Crossings, Ozaukee County | Cedarburg, WI
RCAC
A 60-unit assisted living facility is attached to an independent apartment building at the Lasata Care Center Campus in Cedarburg, Wisconsin, offering various amenities.

The Lutheran Home – Elaine's Hope
LindenGrove – Mukwonago, New Berlin, Waukesha
Milwaukee Catholic Home
Cedar Community The Cottages at Cedar Run
Fond du Lac County Harbor Haven Health & Rehabilitation
Vitas Hospice Lutheran Home
Rennes Weston III
Maplewood of Sauk Prairie
Reedsburg Senior Life Center Rehabilitation
Harwood Place
Lutheran Homes of Oconomowoc Shorehaven
Bethany Home
St. Camillus
Lutheran Homes of Oconomowoc
Rennes DePere Skilled Nursing Facility
St. Monica's Senior Living
Clearview Home
Maine Veterans' Homes Community Living Center
HarborChase - Evergreen Walk
Oregon Manor Skilled Nursing Facility
Trinity Woods Residential & Senior Housing
Village at Harmony Hill Senior Living

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

MSA Team

Timothy Wendt, PE

PRINCIPAL ENGINEER-MECHANICAL

Tim has 32 years of project development, design and management experience for HVAC, plumbing, fire protection, and building systems design. He has provided these services for a wide range of clients at municipal, industrial, commercial, educational, and institutional facilities.

His design experience includes geothermal (ground loop, open loop and pond/surface water) heat pumps, under-floor air distribution, displacement ventilation, chilled beams, exhaust air energy recovery, variable refrigerant flow (VRF), hydronic heating/cooling, steam generation and distribution, fuels (gas/oil), and hazardous environment systems.

As Principal Engineer, Tim's current responsibilities include planning, design, and construction administration of mechanical, plumbing and fire protection systems; QA/QC; facilities condition assessments related to HVAC, plumbing, and fire protection systems and equipment; and project management.

Education

M.S., Mechanical Engineering, University of Wisconsin-Madison
B.S., Mechanical Engineering, University of Wisconsin-Madison

Registration

Professional Engineer, WI, VA, IA, GA, MI,

Selected Project Experience

- Rock Haven, New Skilled Nursing Facility, Janesville, WI*
- Wisconsin Veterans Home at Chippewa Falls, Chippewa Falls, WI*
- Facility Mechanical Systems Condition Assessment, North Central Healthcare Center, Wausau, WI*
- Medical Office Building/Clinic, All Saints Healthcare, Racine, WI*

**Denotes experience prior to MSA.*

Macen Leonardi, LEED AP BC+C

MECHANICAL ENGINEER IN TRAINING

Macen is a mechanical engineer with an interest in solving problems. Intern experience with energy systems and quality assurance.

Education

B.S., Mechanical Engineering, Milwaukee School of Engineering

Registration

Engineer in Training, WI

Selected Project Experience

- Three Pillars 52 Unit CBRF Addition and Renovation, Dousman, WI
- The Lutheran Home Renovation, Wauwatosa, WI

Aaron Eicher

GRADUATE ENGINEER II – MECHANICAL

Aaron has over nine years of experience in HVAC, plumbing, fire protection, energy management, and energy systems design. He has provided engineering services for a variety of clients in the wastewater, water, industrial food, educational, and commercial industries. In those engineering services, his design experience includes hot and chilled water systems, steam systems, humidity mitigation, energy recovery, and hazardous ventilation systems. His past experience includes working as an engineering consultant for large industrial clients as well as a mechanical engineer for a design build contractor.

Education

B.S., Mechanical Engineering, University of Wisconsin-Platteville

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Dave Schulze, DES
SENIOR ELECTRICAL ENGINEER

Dave has been involved in all aspects of electrical design for industrial, commercial, governmental, municipal, worship and institutional facilities since 1992. This experience includes medium- and low-voltage electrical power distribution; low-voltage systems including phone, data, fire alarm, security, access control, two-way communication, and intercom/paging systems; stand-by power systems, solar power systems, motor controls, lighting and street lighting design.

Education

B.S., Electrical Engineering, Milwaukee School of Engineering
A.S., Electronics Technology, Lakeshore Technical College

Registration | Certification

Registered Designer of Engineering Systems (Electrical), WI
Illuminating Engineering Society of North America (IES)
Commercial and Industrial Lighting Certificate

Selected Project Experience

- Terra Vista Oakbrook Terrace Site Visits, Oakbrook Terrace, IL
- Sheboygan Senior Community, Sheboygan, WI
- Pine Haven Christian Communities, Sheboygan Falls, WI
- Pine Haven Christian Communities, Oostburg, WI
- Sheboygan County Rocky Knoll Health Care, Plymouth, WI

Reggie Schwarzenbart, EIT
ELECTRICAL ENGINEER

Reggie provides electrical design services for institutional, governmental and municipal facilities across Wisconsin. His project experience includes K-12 schools, multi-family housing, public libraries, fire stations and aquatic centers.

Education

B.S., Electrical Engineering, University of Wisconsin-Platteville

Registration

Engineer in Training, WI

Curt Krupp, DES
OPERATIONS LEADER - MEP

Curt is a project manager for senior care facilities, commercial and municipal facility projects and specializes in lighting, power distribution, and special systems design to include nurse call, wandering patient, fire alarm data and internal networking to include resident wireless systems. Curt frequently leads multi-disciplinary efforts at MSA related to senior care projects to provide project continuity and support to the core designers. He has completed hundreds of senior care Wisconsin projects over the course of his 30-year career, including facility studies across the state. Our experience in design for more than 30 years allows us to assist in master planning and progressive design strategies as they relate to facilities of this kind.

Education

Milwaukee School of Engineering - Electrical Program
Moraine Park Technical College, WI Civil/Structural Engineering
Hughes Institute, Alexandria, Virginia
University of Wisconsin-Madison - Electrical System Design
Illuminating Engineering Society of America (IES)
Commercial and Industrial Lighting Certificate

Registration | Certification

Registered Designer of Engineering Systems (Electrical), WI
Institute of Electrical and Electronics Engineers (IEEE)
Illuminating Engineering Society of North America (IES)
Instrument Society of America (ISA)

Selected Project Experience

- Lasata Nursing Home, Cedarburg, WI
- Rocky Knoll Health Care Center, Plymouth, WI
- Arbor Ridge Manor, Highland Park, IL
- Attic Angel Place, Brown Deer, WI
- Aurora Sheboygan Behavioral Health Center, Sheboygan, WI
- Bethel Homes, Madison, WI
- Beverly Nursing Home, Beaver Dam, WI
- Reedsville Senior Living, Reedsville, WI
- Christian Community Home, Osceola, WI
- Clearview Long Term & Rehabilitation, Juneau, WI
- Countryside Manor, Sheboygan, WI
- Dodge County Clearview North, Juneau, WI
- Dodge County Human Services and Health Services and Health Department, Juneau, WI
- Edgerton Care Center, Edgerton, WI
- East Troy Nursing Home, East Troy, WI

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Education

M.S. Structural Engineering, University of Wisconsin–Milwaukee

B.S. Civil Engineering, University of Wisconsin–Milwaukee

Professional Registrations

Professional Engineer: Wisconsin, Michigan, Nebraska, Iowa, Massachusetts, Texas, North Carolina, Kansas, Pennsylvania, Kentucky, Maine

U.S. Green Building Council LEED® Accredited Professional

NCEES

Professional Affiliations

National Council of Examiners for Engineering and Surveying (NCEES)

Parking Consultants Council (PCC) of the National Parking Association (NPA)

American Concrete Institute

Post-Tensioning Institute

American Institute of Steel Construction

American Council of Engineering Companies (ACEC) of Wisconsin

Awards

2022 Camp Randall Stadium, Madison, WI
ACEC National Engineering Recognition Award
ACEC Wisconsin Best of State Engineering Excellence Award

2021 Hamel Music Center, Madison, WI
PCI Design Award

2020 Hamel Music Center, Madison, WI
ENR's Midwest's Best Cultural Project
ACEC National Engineering Excellence Award
ACEC Wisconsin Engineering Excellence Award

2019 Daily Reporter Top Projects – Summit Credit Union Headquarters, Freedom House

2018 Daily Reporters Top Projects – Pabst Farms Fleet Farm

Publications

Hamel Music Center – The Structural Key to Outstanding Performances, Structure Magazine, Jan 2021

Sustainable Parking Design Management, Chapters 4 & 14, NPA/IPI, 2014

Steve Roloff, P.E., LEED® AP

Structural Group Leader

Steve has more than 35 years of experience in structural engineering. He has served in leadership roles on a broad spectrum of building projects, including health care facilities, parking structures, industrial buildings, schools, government buildings, corporate headquarters, office buildings, residential complexes and correctional facilities. Steve has expertise in the planning and designing of structures with an emphasis on durability in northern climates and developing cost-effective solutions to technically challenging opportunities.

Project Experience

Senior Living

- Lasata Heights, Ozaukee County, WI
- Luther Manor Campus (multiple projects), Milwaukee, WI
- Brookdale Place of Brookfield addition/renovation, Brookfield, WI
- Rock Haven Nursing Home, Janesville, WI
- Rennes Group Facilities (multiple projects at multiple locations), WI
- Lutheran Homes of Oconomowoc (multiple projects), Oconomowoc, WI
- Shorehaven Retirement Campus (multiple projects), Oconomowoc, WI
- Rainbow Hospice Care, Jefferson, WI
- Three Pillars CBRF, Dousman, WI
- Trinity Woods, Milwaukee, WI
- LindenGrove, Waukesha and New Berlin, WI
- Community Living Center, Oscar G. Johnson VAMC, Iron Mountain, MI
- Maplewood Health Addition, Sauk City, WI

Health Care

- Bellin Health Sports Medicine Facility, Ashwaubenon, WI
- Children's Hospital of Wisconsin, Mequon, WI
- St. Francis Hospital, Emergency Department Addition, Surgery Tower, Parking Garage, Ambulatory Care Addition Milwaukee, WI
- Kenosha Hospital, Surgery Addition, South Addition, Emergency Department Addition, Kenosha, WI
- Community Memorial Hospital, Cancer Care Center, ER Expansion, Patient Tower Vertical Expansion, North Addition, South Addition, Ambulatory Care Center, Mental Health Center, Hospital Recladding, Menomonee Falls, WI
- St. Joseph's Hospital, Women's and Children's Center, Surgery Alterations, Ninth Street Pedestrian Crossing, Milwaukee WI
- Fort Atkinson Memorial Hospital Addition, Fort Atkinson, WI
- Berlin Hospital MOB, Berlin, WI
- Cancer Treatment Centers of America Parking Structure, Zion, IL
- VA Middleton Parking Structure, Middleton, WI
- Oscar G. Johnson VAMC, Community Living Center, Primary Care Addition, Entrance Upgrades, Iron Mountain, MI
- 2602 Stewart MOB, Wausau, WI
- United Hospital FS MOB, Pleasant Prairie, WI

Housing

- Freshwater Plaza Mixed-Use Development, Milwaukee, WI
- Titletown Multi-Family Residential, Green Bay, WI
- Weston Place Condominiums, Madison, WI
- Westlawn Revitalization, Milwaukee, WI
- Morning Star Condominiums, Sheboygan, WI
- Park & Regent Mixed Use, Madison, WI
- The Residences at Library Park, Kenosha, WI
- Harbor Lights Mixed Use, Port Washington, WI
- Sheboygan Multi-Family, Sheboygan, WI
- Lake Terrace Apartments, Kenosha, WI
- 1522 on the Lake, Milwaukee, WI

raSmith
CREATIVITY BEYOND ENGINEERING

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Professional Registration

Professional Landscape Architect:
State of Wisconsin, #69

Professional Affiliations

American Society of Landscape Architects
Wisconsin Park and Recreation Association

Walker's Point Association Board Member and Business & Economic Development Committee Member

The Friends of the Mitchell Park Domes, Vice President of the Board and Education Committee Member

Presentations

"Decoding Site Design & Entitlements" AIA-Accredited Presentation, 2020–Present

Green Infrastructure for Stormwater Management, UWM School of Continuing Education, 2011-Present

The Resiliency of Trees, Wisconsin Park & Recreation Association State Conference, 2019

"Nature Ignores Design that Ignores Nature," Multiple Conferences and Webinars, 2014–Present

"Collaborative Design Techniques for Stormwater Management," Lecture & Half-Day Workshop, Greater New Orleans Foundation, April 2017

"Native Landscapes for Stormwater," UWM School for Continuing Education, Water Technology Certification, April 2011–present

Publications

Moss Universal Park, WPRA Impact Magazine, Winter 2023

The Future of Parks, WPRA Impact Magazine, Winter 2021

Nature Ignores Design That Ignores Nature, Landscape Architect & Specifier News, May 2021

What Does the Land Say?, Tribal Business Journal, May 2016

(How to Write) RFPs and RFQs, Parks & Rec Business, February 2012

Tom Mortensen, PLA, ASLA

Site Planner/Senior Landscape Architect/Senior Project Manager

Tom Mortensen has over 35 years of experience in site design, landscape architecture, and related design and construction professions. Tom has expertise in site planning, urban spaces, park and public open space design, memorials/public plazas, retail developments, restoration plans, and integrated stormwater management/green infrastructure.

He has worked on design projects for USDA Forest Service, National Park Service, Boy Scouts of America, Native American Tribes, and the U.S. Department of Veterans Affairs.

Tom has given presentations throughout the region at various conferences and events on topics pertaining to site design, master planning, green infrastructure, water quality, and site development. Since 2011, he has been teaching a class at the UW-Milwaukee School of Continuing Education in the Water Technology Certification program on the topic of green infrastructure and using native landscape and site design for more resilient integration of rainfall on sites.

Project Experience

Health Care / Senior Living

- Artis Senior Living, Mequon, WI
- Dickson Hollow Senior Living Campus, Menomonee Falls, WI
- Fairway Knoll Senior Housing, Germantown, WI
- Gables of Germantown Senior Living Campus, Germantown, WI
- Landmark Senior Living, West Allis, WI
- Our Lady of the Angels Memory Gardens and Courtyards, Greenfield, WI
- Silverado North Shore Memory Care Community, Glendale, WI
- Silverado Senior Living, Brookfield and Menomonee Falls, WI, St. Charles, IL
- St. Catherine Commons Senior Living, Kenosha, WI
- Three Oaks Circle Senior Living, Indian Council for the Elderly, Milwaukee, WI
- Trinity Woods, Mount Mary University Campus, Milwaukee, WI
- Veterans Administration, Community Living Center, Danville, IL, St. Cloud, MN, Tomah, WI
- Veterans Administration, Courtyard Master Plan for Rehabilitation and Recreation, Tomah, WI
- Veterans Administration, Zablocki Community Living Center, Milwaukee, WI
- Wilson Commons Senior Living, Milwaukee, WI
- Columbia St. Mary's Clinic, Germantown, WI
- Columbia St. Mary's Clinic, West Allis, WI
- Rogers Memorial Hospital Courtyard Redevelopment, Oconomowoc, WI
- Sauk Prairie Memorial Hospital Campus, Prairie Du Sac, WI
- Veterans Administration, Illiana Health Care, Danville, IL
- Veterans Administration, Zablocki South Canopy Hospital Expansion, Milwaukee, WI

Residential

- 4200 on the Lake, St. Francis, Wi
- American Family Insurance Multi-Family, Madison, WI
- Bark River Crossing, Merton, WI
- Blackhawk Farms, Hartland, WI
- Bradon Preserve, Brookfield, WI
- Hidden Oaks, Franklin, WI
- Kilbourn Tower Plaza, Milwaukee, WI

raSmith
CREATIVITY BEYOND ENGINEERING

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Christopher White, P.E.

Project Engineer

Chris has nine years of experience in land development design that encompasses due diligence analysis, site planning, site design, and permitting. He has experience with senior living, retail, multi-family residential, municipal, and industrial projects, all which involved grading, stormwater, utility, and paving plans.

Education

B.S. Civil Engineering, Marquette University, 2014

Professional Registrations

Professional Engineer: IL, MN, ND, UT, WI

Professional Affiliation

American Society of Civil Engineers

Software Proficiency

AutoCAD Civil 3D

WinSLAMM

HydroCAD

HydraFlow

Project Experience

Senior Living

- Villa at Oak Creek, Oak Creek, WI
- Kettle Moraine Gardens Assisted Living, Kewaskum, WI
- Church Creek Assisted Living, Arlington Heights, IL

Residential

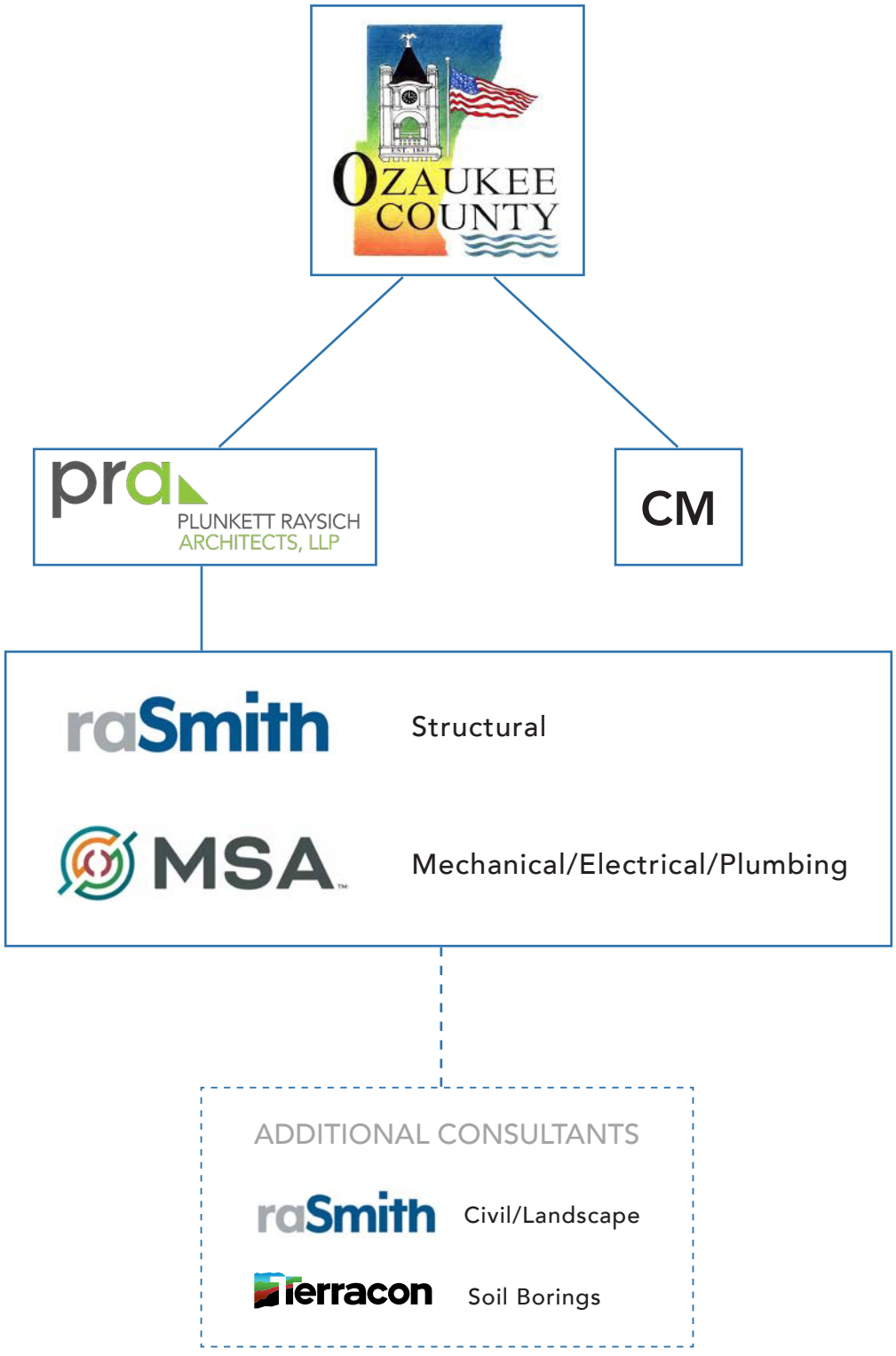
- The 2100 Mayfair Apartments, Wauwatosa, WI
- Reserve at Brookfield, Brookfield, WI

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

raSmith
CREATIVITY BEYOND ENGINEERING

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

ORGANIZATION CHART



Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

FUNCTION AND RESPONSIBILITIES

PERSONNEL	PROJECT FUNCTION	% OF INVOLVEMENT	EXPERIENCE RELATED TO THIS PROJECT
Gregg Golden	Partner in Charge	5%	- St. Camillus, *CBRF, IL* - Trinity Woods, *CBRF* - Lutheran Homes of Oconomowoc, *RCAC, CBRF, and SNF* - St. Monica's, *IL, CBRF*
Keith Biskobing	Project Executive	30%	- St. Camillus, *CBRF, IL* - Trinity Woods, *CBRF* - Lutheran Homes of Oconomowoc, *RCAC, CBRF, and SNF* - Three Pillars Senior Living Community, *CBRF, SNF*
Larry Schneider	Senior Living Specialist	5%	- Three Pillars Senior Living Community, *CBRF, SNF* - Trinity Woods, *CBRF* - Lutheran Homes of Oconomowoc, *RCAC, CBRF, and SNF* - Rennes Group, *CRCAC, CBRF, and SNF*
Nick Puchacz	Project Architect	30%	- Rennes Group, *CRCAC, CBRF, and SNF* - St. Camillus, *CBRF, IL* - Three Pillars Senior Living Community, *CBRF, SNF* - Bethany Home, *SNF, CBRF, and RCAC*
Linda Moses	Interior Designer	5%	- St. Monica's, *CBRF, IL* - St. Camillus, *CBRF, IL* - Trinity Woods, *CBRF* - Three Pillars Senior Living Community, *CBRF, SNF*
Dan Effenheim	Interior Designer	5%	- Lutheran Homes of Oconomowoc, *RCAC, CBRF, and SNF* - Rennes Group, *CRCAC, CBRF, and SNF* - St. Camillus, *CBRF, IL* - St. Monica's, *CBRF, IL*
Jason Puestow	Construction Administrator	10%	- Three Pillars Senior Living Community, *CBRF, SNF* - Rennes Group, *CRCAC, CBRF, and SNF* - St. Monica's, *CBRF, IL* - Trinity Woods, *CBRF*
MSA	Electrical, Mechanical, Plumbing	50% of MEP	- Lutheran Homes of Oconomowoc - Lasata Nursing Home
RA Smith	Structural, Civil, Landscape engineering	50% of structural	- Lasata Heights, Ozaukee County - Luther Manor - Rennes (Multiple Projects)

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

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Attachment: PRA_Ozaukee Lasata Proposal_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

GREGG R. GOLDEN, AIA, NCARB
GGOLDEN@PRARCH.COM
414.410.2931

PLUNKETT RAYSICH ARCHITECTS, LLP

5/9/24

REQUEST FOR PROPOSALS FOR:

ARCHITECTURAL AND ENGINEERING SERVICES FOR CONSTRUCTION OF A COMMUNITY BASED RESIDENTIAL FACILITY (CBRF) FOR THE LASATA SENIOR LIVING CAMPUS OF OZAUKEE CO.

THRIVE ARCHITECTS

MISSION STATEMENT

To apply passionately our artistic talents with high integrity, loyalty and servitude; ensuring that our clients **THRIVE**.

"In today's competitive business climate many firms are concerned more with their bottom line than the quality of their work. I believe what is most important is that a firm doesn't lose sight of the only thing that matters; integrity and winning the trust of the clients they serve. With the right foundation good structure will follow."

- Jeremy D. Bartlett, Firm Principal

P: 833-380-6180 Offices in Milwaukee | Madison | Appleton, Wisconsin thrive-architects.com

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Ozaukee County
Attn: Lasata CBRF – A/E
PO Box 994
121 W Main Street
Port Washington, WI 53074

5/9/24

Re: Architectural and Engineering Services for Construction of a Community Based Residential Facility (CBRF)
For the Lasata Senior Living Campus of Ozaukee Co.

Dear Mr. Jason Wittek,

Thank you for considering **Thrive Architects (Thrive)** for the Ozaukee County Lasata Senior Living Addition. Our team is excited for the opportunity to respond to this Request for Proposal (RFP) and share our breadth of work and passion for designing Senior Living facilities.

Having carefully reviewed the requirements outlined in the RFP issued April 18, 2024, Thrive is looking forward to serving as the Architect to bring this vision to life. Our team experience in designing CBRFs and Senior Living facilities dates back 25+ years. Since inception of Thrive Architects, we have successfully completed over 30 CBRF projects; from new construction to minor remodels. This experience has provided us with the expertise to meet and exceed the expectations outlined in the RFP for Ozaukee County and Lasata Senior Living Campus.

Highlighting our most recent experience includes:

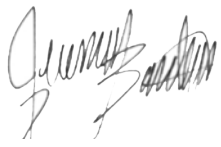
- 2023, Menominee Indian Tribe of Wisconsin, Wolf River CBRF addition of 8 Memory Care units and remodel of existing 11 units and common areas.
- 2021, Grace Supportive Living, Grace Manor, conversion of former Nursing Home to 76 bed CBRF
- 2020, Matter Development, Evin of Oconomowoc, New Senior Living Facility including 19 CBRF units and 61 Independent Living units.

Thrive Architects has successfully led these projects from concept to completion, thoughtfully considering all of the details and collaborating with consultants and stakeholders. This level of involvement allows us to deliver projects on time, within budget, and surpass quality standards.

Enclosed you fill find the proposal, which outlines our approach to the project, related work experience, team experience and responsibilities, and our proposal fee for architectural and engineering services. We trust that upon review you will agree that our technical expertise and commitment to excellence will make us a vital partner for Ozaukee County.

We look forward to the possibility of working together to bring this vision to life.

Sincerely,



Jeremy D Bartlett, Firm Principal
jdb@thrive-architects.com
833-380-6180, ext 701

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

PROJECT DESCRIPTION:

To provide a complete continuum of care at Lasata Senior Living Campus, an addition to the existing nursing home is necessary. The project will consist of A/E services for a single story 18,000 square foot CBRF addition to the Lasata CBRF at the Ozaukee Campus. The addition will house 24 residents which will be split into two households and include residential services and common areas. The project will be funded with federal ARPA funds and will be required to meet all applicable ordinances.

PROJECT OBJECTIVES:

- To provide A/E services for completion of the project as described above.
- To create a contemporary design for the CBRF space to align with the existing facility's architecture.
- To optimize the space utilization while considering the preliminary program and design efforts.
- To ensure compliance with local building codes, zoning ordinances, and DHS 83 for CBRFs
- To deliver a comprehensive plan that includes detailed drawings and specifications for construction.

SCOPE OF WORK:

- Project kick-off meeting to include County Staff, CMaA, A/E team, and any other necessary parties to introduce stakeholders and review program needs and timeline.
- Review and familiarize the A/E team with the existing facility and project site, including field measurements to verify and confirm conditions.
- Prepare preliminary designs that meet the programming requirements, local government zoning codes, and applicable DHS codes for CBRF design.
- Coordinate with A/E team including civil engineering, structural engineering, mechanical engineering, plumbing, electrical engineering, and fire protection designers throughout the design process and construction.
- Prepare Schematic Design drawings (30%), attend progress meeting to review with stakeholders.
- Prepare conceptual 3D rendering to relay architectural intent and provide for any required municipal approvals.
- Prepare documentation to submit and attend municipal approval meetings.
- Prepare Design Plans (60%), attend progress meeting to review with stakeholders.
- Prepare Construction Documents (100%) including specifications for bidding and permitting. Attend review meeting with stakeholders.
- Collaborate with CMaA at 30/60/100% to provide cost estimates.
- Collaborate with CMaA for preparation of Bid Documents for Construction of CBRF.
- Attend Pre-Bid Meeting and bid opening and provide recommendation for awarded contractor to Ozaukee County.
- Respond to questions during bidding process and prepare necessary Addenda.
- Respond to questions during construction in the form of RFIs, prepare and issue any necessary Construction Bulletins.
- Review necessary shop drawings as it pertains to the design.
- Participate in punch-list walk through with CMaA and Owner.
- Compliance walk through and necessary documentation at the completion of the CBRF project.

DELIVERABLES:

- Schematic Drawings and cost estimate including space requirements and room layouts for programmed spaces including major equipment at 30% completion.
- Design Plans, specifications, and cost estimate at 60% completion.
- Final Plans, specifications, and cost estimates at 100% completion.
- Prepare bid/permit drawings and specifications upon approval at 100% completion.

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

PHASE 1 – PROGRAMMING

Duration 4 weeks

- Kick off meeting
- Site analysis & field measurements
- Programming meeting

PHASE 2 – SCHEMATIC DESIGN

Duration 4 weeks

- Stakeholder Meeting
- Municipal Submittal

PHASE 3 – DESIGN DEVELOPMENT

Duration 6 weeks

- Coordination with engineering team
- Material specifications
- Stakeholder Meeting

PHASE 4 – CONSTRUCTION DOCUMENTS

Duration 8 weeks

- Stakeholder Meeting
- Finalize documentation for permitting and bidding

PHASE 5 – BIDDING & NEGOTIATIONS

Duration 6 weeks

- Pre Bid Meeting
- Contractor Selection

PHASE 6 – PERMITTING

Duration 45 business days for DHS Review

- Simultaneous with Bidding (Phase 5)

PHASE 7 – CONSTRUCTION

Duration to be determined based on Contractor Schedule

PHASE 8 – CONSTRUCTION CLOSEOUT

Duration 1-2 weeks

- Punch List
- Compliance Letter

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

ARCHITECTURAL FIRM: THRIVE ARCHITECTS, LLC

CORPORATE ADDRESS: 259 South St., Waukesha, WI 53186 (Suite A)

PHONE: 833-380-6180

WEBSITE: thrive-architects.com

OWNER/CONTACT: Jeremy D Bartlett, jdb@thrive-architects.com, Sole Proprietor

ARCHITECTURAL LICENSE: 10236-5

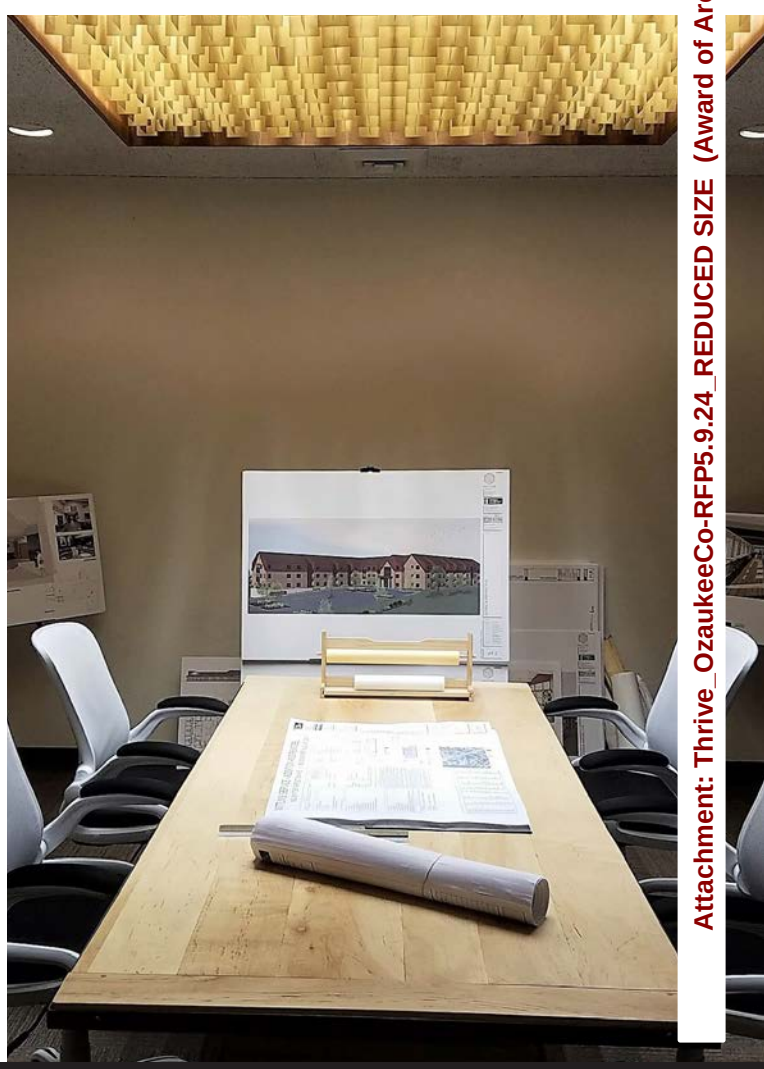
ORGANIZATION TYPE: Limited Liability Corporation, S. Corporation

FIRM HISTORY: Established in 2008

NUMBER OF EMPLOYEES: 12 total employees

OFFICE LOCATIONS: 259 South St. Ste A, Waukesha, WI 53186 (Corporate Office)
2339 W Wisconsin Ave Ste C, Appleton, WI
7818 Big Sky Drive Ste 209, Madison, WI

STATE CERTIFICATIONS: Licensed to practice Architecture in Wisconsin



Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

OUR STORY

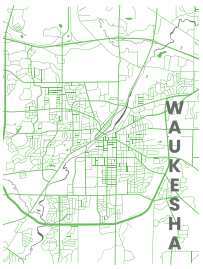
Thrive Architects began in 2008 as a part-time business providing small remodel projects mainly to residential clients. It wasn't until 2015, after 18 years in the Architectural profession, that Jeremy Bartlett decided to officially open Thrive Architects to commercial clients on a full-time basis.

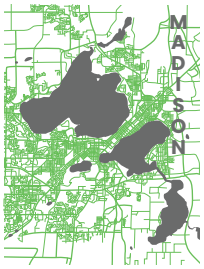
Immediately outgrowing the home office, in 2016 the firm opened an office location in Waukesha, Wisconsin which now serves as our Headquarters.

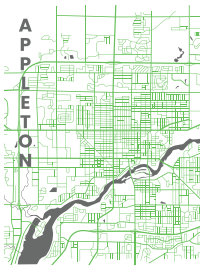
In 2020 the firm expanded to Appleton and opened another office location.

In 2023, we have embarked on a Madison, Wisconsin presence and hired staff to operate a new Madison location.

With twelve employees located in three offices across Wisconsin we are well prepared to serve our clients throughout the State as we become the industry leader in Architecture and Design.

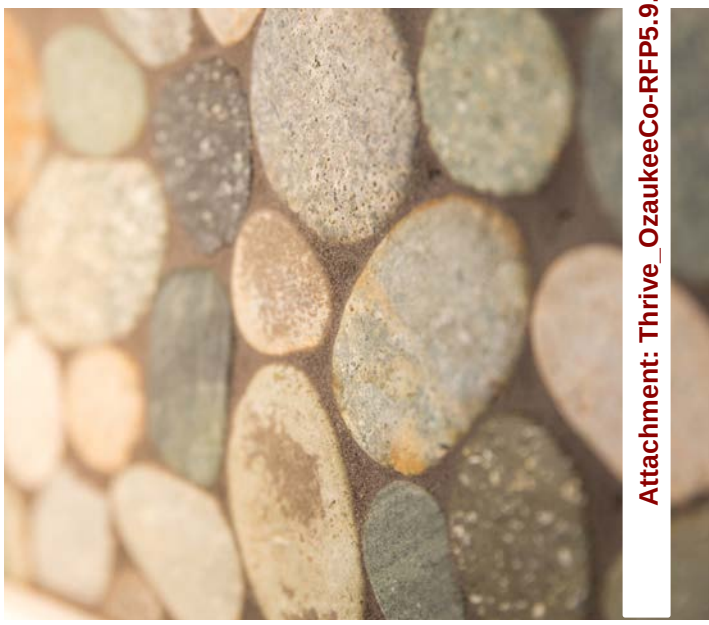






DESIGN SPECIALTIES

Thrive Architects is a name synonymous with excellence in senior living design and architecture. With decades of experience in the field, their team understands the unique needs of the senior population and designs spaces that promote wellness, independence, and community. Their portfolio includes a wide range of senior living projects, from independent living communities to memory care facilities, all designed to support seniors' physical, emotional, and social well-being. Thrive Architects' vast experience in senior living makes them a trusted partner for clients looking to create exceptional spaces for their residents to THRIVE.



Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

AWARD WINNING

EVIN AT OCONOMOWOC

Oconomowoc, Wisconsin

PROJECT STATS

New Construction: 126,426 ft²
Completed: 2021
Cost of Construction: $16.1M

The 126,426 square foot campus consists of 60 Units of independent living with an RCAC licensing overlay and another 20 units of specialized memory care licensed as a CBRF. Residents in this close-knit community are offered an age-in-place support services model with many amenities such as green rooftop patio, theater room, fitness studio, club room and bistro.

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

RENAISSANCE MEMORY CARE

New Berlin, Wisconsin

PROJECT STATS

New Construction: 3,656 ft²
Completed: 2020
Cost of Construction: Undisclosed

Renaissance Assisted Living is a stand alone 8 unit CBRF also known as a "cottage model". The design includes high end furnished spaces with a home-like central kitchen, dining and living room. Amenities such as a beauty salon and laundry room are adjacent to the central space. Each resident room has a private shower and is completely accessibility.

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

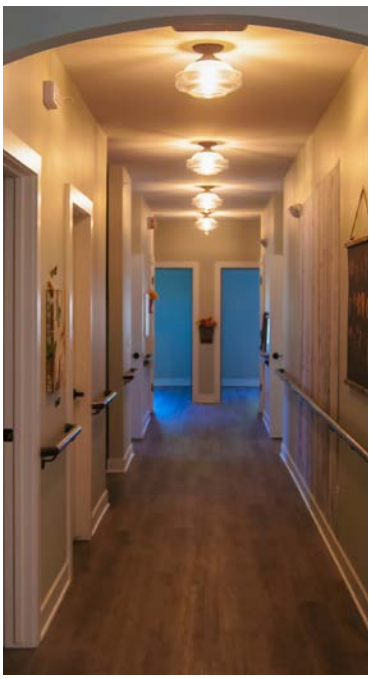
VESTA MEMORY CARE

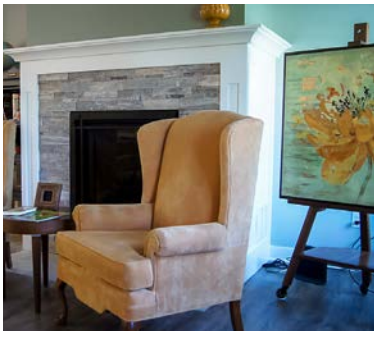
Brookfield, Wisconsin

PROJECT STATS

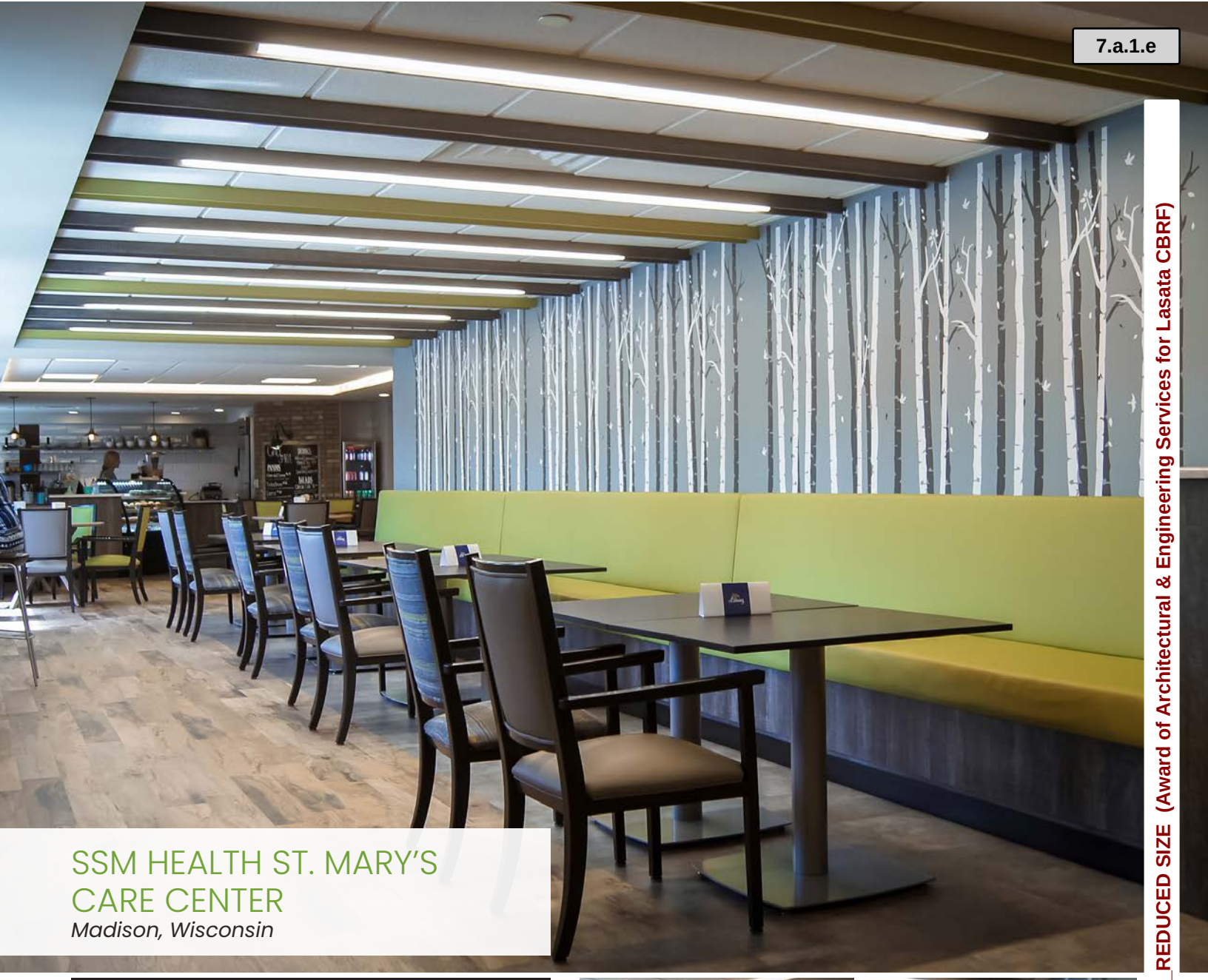
Interior Remodel: 1,447 ft²
Completed: 2020
Cost of Construction: Undisclosed

Vesta Memory Care Assisted Living is a stand alone 8 unit CBRF also known as a "cottage model". The design includes a home-like central kitchen, dining and living room. Amenities such as a beauty salon and laundry room are adjacent to the central space. Each resident room has a private shower and is completely accessibility.





Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)



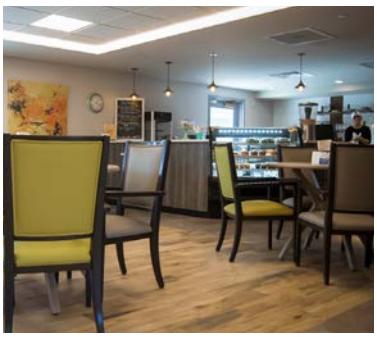
SSM HEALTH ST. MARY'S CARE CENTER

Madison, Wisconsin

PROJECT STATS

Interior Remodel: 4,313 ft²
Completed: 2020
Cost of Construction: Undisclosed

Originally the team members of Thrive Architects worked to design a new campus consisting of 184 skilled beds. Over the years our team has helped to reposition the campus, converting many wings to CBRF. Recently our team converted the underutilized rehab space into a coffee shop/bistro; the design inspiration was "dining within a birch tree forest".



Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

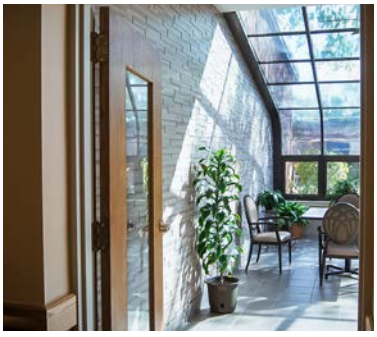
SSM HEALTH ST. CLARE MEADOWS CARE CENTER

Baraboo, Wisconsin

PROJECT STATS

Interior Remodel: 6,325 ft²
Completed: 2020
Cost of Construction: Undisclosed

Over the course of many years the team members of Thrive Architects have worked to remodel, reposition and provide various additions to the St Clare Campus. Recent projects include remodeling the CBRF dining, the skilled nursing dining and converting a former salon space into a coffee shop/bistro; the design was inspired by the Precambrian Quartzite native to the area.



Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

MENOMINEE INDIAN TRIBE OF WISCONSIN CBRF

Gresham, Wisconsin

PROJECT STATS

Addition: 25,383 ft²
Completed: Under Construction 2024
Cost of Construction: $3M

The Menominee Indian Tribe is currently constructing an advanced CBRF. The design of the building is particularly noteworthy, as it incorporates architectural details that highlight the tribe's rich culture, creating a living space that truly feels like home. The construction of this facility not only addresses the immediate need for housing but also contributes to the preservation of the Menominee Indian Tribe's cultural identity for future generations. This project is a perfect blend of functionality and cultural preservation, making it a unique and valuable addition to the community.

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

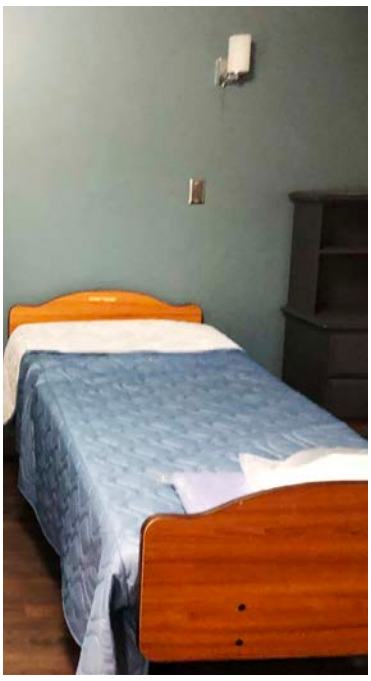
GRACE MANOR

Milwaukee, Wisconsin

PROJECT STATS

Remodel/Alteration: 77,950 ft²
Completed: 2023
Cost of Construction: $660,000

Grace Manor, once a skilled nursing facility, has been transformed into a Community-Based Residential Facility (CBRF). It now houses 76 beds and 13 independent living apartments, providing a comfortable and supportive environment for its residents. This conversion represents a significant shift in care approach, focusing more on the individual's needs and independence. It's a place where residents can feel at home while receiving the care they need.



Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

CASTLE GRAND HILLS

New Berlin, Wisconsin

PROJECT STATS

Large Scale Addition: 78,400 ft²
Completed: Pending Construction
Cost: Undisclosed

The Grand Hills Castle is currently a CBRF with Assisted Living apartments and Memory Care suites. This large addition will include a 55 unit senior residential care apartment complex, along with an adult daycare service. This state-of-the-art community offers up-scale services within a home-like setting; nestled in a beautiful wooded residential setting.

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

FOUR WINDS MANOR

Verona, Wisconsin

PROJECT STATS

Interior Remodel: 13,465 ft²
Completed: 2020
Cost of Construction: Undisclosed

Imagine stepping into a place where the past meets the future - an old institutional nursing home, once a symbol of antiquated care, now transformed into a modern assisted living campus. This is not just a building, but a Community-Based Residential Facility (CBRF), a beacon of hope and comfort for those in need of specialized care. This CBRF is a sanctuary for those requiring frail and memory care. It's a place where every resident is treated with the utmost respect and dignity, and where their needs are met with the highest standards of care. The transformation has been profound - every corner of the building has been re-imagined; every finish thoughtfully curated by our experienced designers.

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Castle Senior Living
13050 W. Cleveland Ave.
New Berlin, WI 53151
P: 414.427.1655 F: 414.427.9234
E: info@castlewi.com

May 3, 2024

To whom it may concern,

We have used Thrive Architects on several of our projects over the years and they have been wonderful to work with. After having poor experiences with other larger firms and smaller firms in the Milwaukee area, we are very happy we found Thrive. They are reasonable, hardworking and knowledgeable people with great experience in the senior living space. They helped us with a CBRF in Mukwonago, and the state inspector was very pleased to see Jeremy and the Thrive team as the Architect on the project. I would definitely recommend using Thrive.

Sincerely,

Kristopher Kiefer
Owner

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

May 3, 2024

Jeremy Bartlett
Thrive Architects
259 South Street, Ste A
Waukesha, WI 53186

Dear Thrive Architects,

I am writing to highly recommend Thrive Architects as a skilled and reliable architectural contractor. Our renovation project would not have been successful without the exceptional expertise of Jeremy and Angie from Thrive Architects. Jeremy and Angie played a pivotal role in our renovation project, providing invaluable assistance in pre-planning, interior design, and navigating the application process. Their attention to detail and dedication to our project were truly outstanding. Their combined efforts ensured that every aspect of the project was meticulously handled.

Lantona Thornton, RN B.S.N
Director
Grace Supportive Living Services, LLC
Phone: 414-264-4824
Fax: 414-264-4825

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

SSMHealth.

Through our exceptional health care services, we reveal the healing presence of God.

St. Clare Meadows Care Center
1414 Jefferson
Baraboo, WI 53913
phone: 608-356-4838

I am writing this letter of reference in support of Thrive Architects. Jeremy and the whole team at Thrive have worked on several projects at St. Clare Meadows Care Center. They have worked on large multi-million-dollar renovation/addition and several smaller but also important projects. I always found them creative during planning/design process. They helped us produce the best project possible. They collaborated well with us and the contractors during the construction phase and closeout process. I always felt like their fees were reasonable.

I would be happy to discuss our experiences further if you would find that helpful.

Respectfully,

Ron Schaetzl
Administrator
St. Clare Meadows Care Center
608-356-3320

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

NAME: Aaron Matter, Owner
ORGANIZATION: Matter Development
ADDRESS: 11220 W Burleigh St, Wauwatosa, WI 53222
PHONE: 773-658-2165 **EMAIL:** aaron@mattersenior.com
PROJECT DESCRIPTION: Evin at Oconomowoc, Wisconsin

NAME: Kris Keifer
ORGANIZATION: Castle Senior Living
ADDRESS: 13050 W Cleveland Ave, New Berlin, WI 53151
PHONE: 262-330-8229 **EMAIL:** kris@castlewi.com
PROJECT DESCRIPTION: Castle Grand Hills Senior Apartments

NAME: Ron Schaetzl, Vice President
ORGANIZATION: St. Clare Hospital – Baraboo, Wisconsin
ADDRESS: 707 14th St, Baraboo, WI 53913
PHONE: 608-356-4838 **EMAIL:** ron_schaetzl@ssmhc.com
PROJECT DESCRIPTION: Remodeling and numerous additions to the St. Clare Campus

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NAME: Lynn Howard, Administrator/Owner
ORGANIZATION: Four Winds Manor
ADDRESS: 303 S Jefferson St, Verona, WI 53593
PHONE: 608-845-6465 **EMAIL:** lhoward@forwindsmanor.com
PROJECT DESCRIPTION: Converted Skilled Nursing to CBRF and Converted CBRF to Memory Care

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NAME: Sean T. Bailey, Chief Strategy Officer
ORGANIZATION: North Shore Healthcare
ADDRESS: 640 Vel R. Phillips Ave. Suite 200, Milwaukee, WI 53203
PHONE: 414-962-5250 **EMAIL:** sbailey@nshorehc.com
PROJECT DESCRIPTION: Remodeling and numerous additions to several locations

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NAME: Lantona Thornton, RN BSN Director
ORGANIZATION: Grace Supportive Living Services, LLC
ADDRESS: 6800 N. 76th Street, Milwaukee, WI 53223
PHONE: 414-264-4824 **EMAIL:** gracesls@aol.com
PROJECT DESCRIPTION: Grace Manor - remodeling of previous SNF to 76 bed CBRF with 13 independent living apartments

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

STATEMENT OF QUALIFICATIONS

Thrive Architects, with offices in Waukesha, Appleton and Madison, Wisconsin is a dynamic architectural firm committed to transforming visions into reality. With a profound dedication to excellence and innovation, we specialize in providing comprehensive architectural solutions tailored to meet the unique needs of each client. Our team brings a wealth of experience to every project, we have a proven track record of delivering exceptional results that exceed expectations. Since our inception in 2015, we have focused on combing design creativity with technical expertise to produce a diverse range of meticulously crafted projects.

FIRM PHILOSOPHY

To apply passionately our artistic talents with high integrity, loyalty and servitude; ensuring that our clients Thrive. We strive to be great communicators. We spend a significant amount of time in the design process meeting one on one with our clients. We encourage casual meetings with our clients whereby we approach the design by explaining a layout in-depth and sketch alongside the client to develop the plans. Our process is unique and often times our clients appreciate the design strategy we implement because it not only produces great results in the planning stages it also allows the client to capitalize on the brainstorming process during plan development. Our design process allows the client to see consistent progress at every stage as they are part of the step by step process.

COST ESTIMATING

Thrive Architects typically designs projects within budget the first time. Recently with inflation that has become more challenging. Nobody wins when the project needs to be redesigned and therefore we work hard to avoid designing above the owners budget from the beginning. If this does happen we work to value engineer with the client and make the necessary plan adjustments without compromising the design goals.

QUALITY CONTROL

Our firm maintains a full internal checklist of building components and does a complete review of each project prior to submittal for permit.

CODE COMPLIANCE

Our firm develops all commercial projects similar to the proposed per the Wisconsin adopted version of the 2015 International Building Code. Compliance is maintained through standard plan review and submittal procedures. For complex projects we often will establish a pre-plan review meeting to review the project with the state. We usually have at least a few projects under review with the state at all times which allows us to stay very current on plan review procedures and regulatory government agencies which are always evolving.

SUSTAINABLE DESIGN

While we value sustainable design we find our clients place importance on the balance between sustainability and construction costs. We tend to focus on the practical items that create long-term sustainable savings and environmental impact such as LED lighting and high-efficiency mechanical equipment. In some cases portions of a project may make sense to use geo-thermal and or solar power sources. Most of our clients ask that we design LEED-like but not maintain the necessary paperwork to achieve this. We have found that nearly all products we specify are LEED certified and therefore accomplishing sustainable goals has become much easier in recent years.

MEETING PROJECT SCHEDULE

We are straightforward with our approach to meeting schedules and understand the importance of delivering a project on time. We strive for great communication between team members and clients regarding project time line and goals.

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

SENIOR LIVING

CBRF projects completed by our architectural team:

- Evin at Oconomowoc, *Oconomowoc, WI*
- Menominee Indian Tribe of WI CBRF, *Gresham, WI*
- SSM Health St. Clare Meadows Care Center, *Baraboo, WI*
- SSM Health St. Mary's Care Center, *Madison, WI*
- Four Winds Manor, *Verona, WI*
- Renaissance Memory Care, *New Berlin, WI*
- Elizabeth Residence, *Bayside,* WI
- Grace Supportive Living, *Milwaukee, WI*
- Vesta Memory Care, *Brookfield, WI*
- Bethany CBRF, *Oconomowoc, WI*
- Terova Senior Living, *Mequon, WI*
- Woods Crossing, *Brodhead, WI*
- Sage Meadow of Middleton, *Middleton, WI*

Additional Senior Living projects:

- Colonial Center, *Colby, WI*
- Menomonee Falls Health Services, *Menomonee Falls, WI*
- Wisconsin Rapids Health Services, *Wisconsin Rapids, WI*
- Castle Grand Hills, *New Berlin, WI*

CBRF projects completed by our architectural team while at other firms:

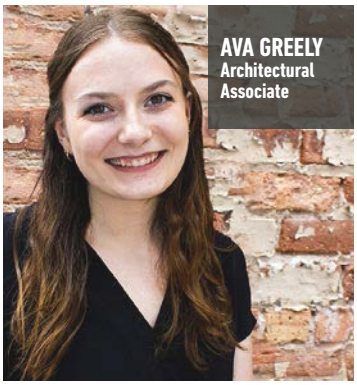
- Meadow View Nursing Home CBRF Conversion Study, *Sheboygan, WI*
- Cameo Care Campus, *Milwaukee, WI*
- All Saints Neighborhood, *Madison, WI*
- Heritage Homes, *Watertown, WI*
- Crest Ridge Senior Living, *Dodgeville, WI*
- The Pines, *Prairie Du Sac, WI*
- Meadows, *Spring Green, WI*
- Meadowridge, *Baraboo, WI*
- Morningside, *Lancaster, WI*

Additional Senior Living projects:

- Ingleside, *Mount Horeb, WI*

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

WAUKESHA OFFICE



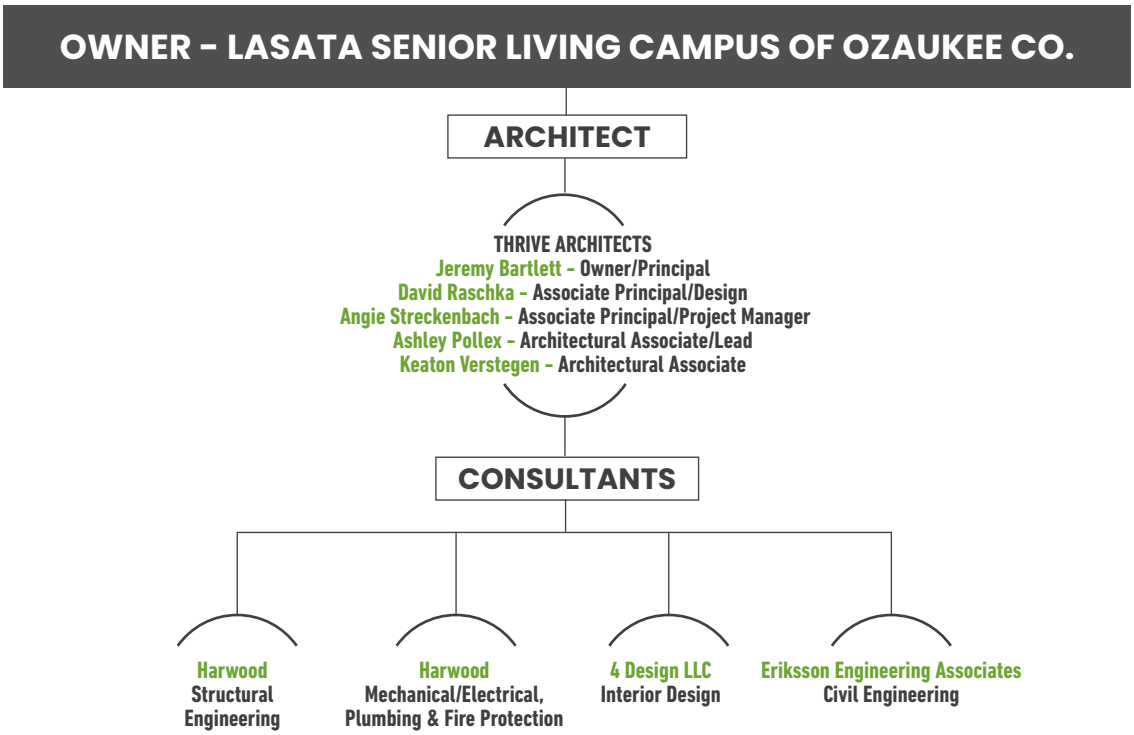
APPLETON OFFICE

MADISON OFFICE

OUR FIRM STRIVES TO CULTIVATE...

- Good Communication With Our Clients
- Candor And Honesty Throughout The Design Process
- A Sense Of Humor
- Strong Work Ethic So That Our Clients Succeed
- Hands On Creativity Through Experiential Design
- A Positive Connection In Our Community
- Partnerships With Small Businesses

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)



As Thrive Architects, we want to assure you that the key individuals assigned to this project will be the ones performing the work. We understand the importance of consistency and expertise in delivering high-quality results. Therefore, we commit that there will be no substitution of these key personnel without the express approval of the County.

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Jeremy D. Bartlett, Owner, Licensed Architect

jdb@thrive-architects.com

ARCHITECTURE LICENSE
#10236-5

AFFILIATIONS

- Leading Age Wisconsin
- WALA Wisconsin Assisted Living Association Member
- SAGE - Society for the Advancement of Gerontological Environments Member
- Waukesha County Business Alliance
- Muskego Planning Commissioner

EDUCATION

Milwaukee School of Engineering — Bachelor of Science in Architectural Engineering, 1997

EXPERIENCE

- Licensed Architect with 25+ years of experience (Thrive Architects - 9 years)
- Previously worked as V.P. of Pre-Construction on Services at a Construction Firm
- Bachelors Degree in Architectural Engineering with Emphasis in Structural Engineering
- Spent 2 Years Working for Civil Engineer - Street and Site Design
- Over 25+ years of Design and Construction on Experience of Senior Care Environments
- Served on Board of Zoning Appeals and Planning Commission for City of Muskego from 2010 to Present
- 20+ Years Experience Marketing and Providing Business Development

RELEVANT WORK EXPERIENCE

Including 30 CBRF; 500 Units

- Evin at Oconomowoc, Oconomowoc, WI
- Menominee Indian Tribe of WI CBRF, Gresham, WI
- SSM Health St. Clare Meadows Care Center, Baraboo, WI
- SSM Health St. Mary's Care Center, Madison, WI
- Four Winds Manor, Verona, WI
- Renaissance Memory Care, New Berlin, WI
- Elizabeth Residence, Bayside, WI
- Grace Supportive Living, Milwaukee, WI
- Vesta Memory Care, Brookfield, WI
- Bethany CBRF, Oconomowoc, WI
- Terova Senior Living, Mequon, WI
- Woods Crossing, Brodhead, WI
- Sage Meadow of Middleton, Middleton, WI

"I have always appreciated the art
building. The complexity of how t
built environment impacts our da
lives, our mood and our health."

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

David M. Raschka, Licensed Architect

dmr@thrive-architects.com

AFFILIATIONS

- AIA
- NCARB
- West Allis Plan Commission
- West Allis Capital Improvement Committee

EDUCATION

UW Milwaukee - Masters Degree Architectural Studies

EXPERIENCE

- 10+ years Experience working in the Architectural Profession (Thrive Architects - 7 years)
- Bachelors Degree and Masters Degree in Architectural Studies

RELEVANT WORK EXPERIENCE

- SSM Health St. Clare Meadows Care Center, Baraboo, WI
- SSM Health St. Mary's Care Center, Madison, WI
- Evin at Oconomowoc, Oconomowoc, WI
- Vesta Memory Care, Brookfield, WI
- Renaissance Memory Care, New Berlin, WI
- Elizabeth Residence, Bayside, WI
- Castle Grand Hills, New Berlin, WI
- Woods Crossing, Brodhead, WI

"Our best project should always be the next one we do."

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Angie L. Streckenbach, Licensed Architect

als@thrive-architects.com

AFFILIATIONS

- Fox West Chamber
- AIA
- Heart of the Valley Chamber
- Walk to End Alzheimer's Fox Cities

EDUCATION

UW Milwaukee - Bachelor of science in Architectural Studies, 2003
University of Iowa - Masters in Business Administration, 2019

EXPERIENCE

- Licensed Architect with 19+ years of experience (Thrive Architects - 3.5 years)
- M.B.A, Certificate in Leadership
- 17+ years of Design and Construction Experience on a variety of project types; Healthcare, Retail, Financial, Commercial, Industrial, Religious, Office, Residential & Hospitality
- 15+ years of experience with Sketchup and rendering software
- Strategic planning and business development
- 9+ years of Interior Design Experience

RELEVANT WORK EXPERIENCE

- Menominee Indian Tribe of WI CBRF, Gresham, WI
- Grace Supportive Living, Milwaukee, WI
- Bethany CBRF, Oconomowoc, WI
- Colonial Center, Colby, WI
- Castle Grand Hills, New Berlin, WI
- Lakeside CBRF, Weyauwega, WI
- Turner's CBRF, Milwaukee, WI

"I enjoy any project where I can tell the Owner is really invested. I think it is great to be a part of achieving their goals."

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Ashley M. Pollex, Architectural Associate

amp@thrive-architects.com

AFFILIATIONS

- NCARB
- AIA Member

EDUCATION

UW Milwaukee - Bachelor of Science, Architectural Studies

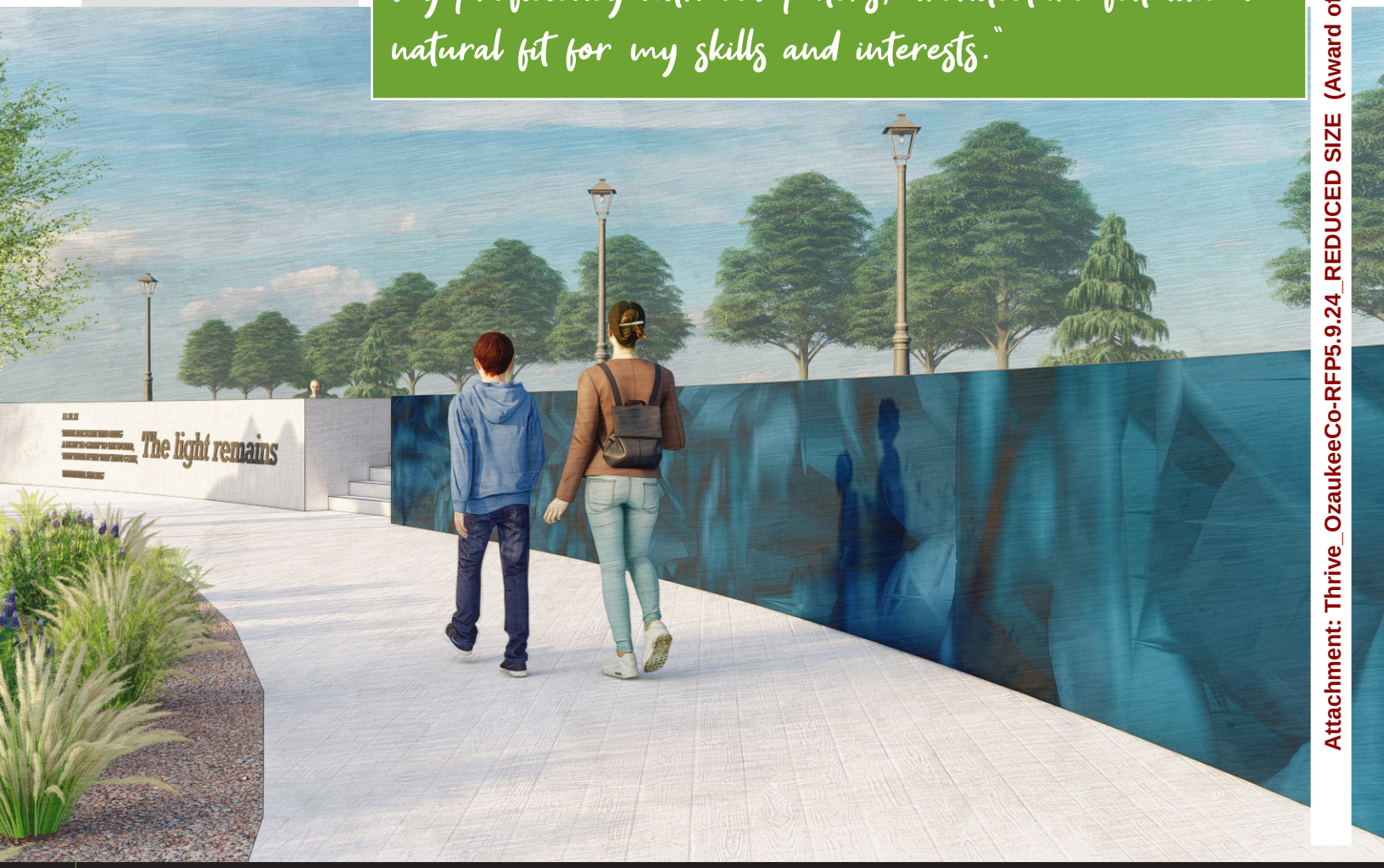
EXPERIENCE

- 6+ years of Design and Construction Experience with a variety of project types (Thrive Architects - 5 years)
- 7+ years of Drafting Experience
- 4+ years of Marketing and Business Development Experience

RELEVANT WORK EXPERIENCE

- New Flower Homes, Grafton, WI
- Saeian CBRF, Muskego, WI
- Hope Reality, Madison, WI
- Grace Manor, Milwaukee, WI
- Terova Senior Living, Mequon, WI
- Castle Grand Hills, New Berlin, WI
- Evin at Oconomowoc, Oconomowoc, WI
- Meadow View Nursing Home CBRF Conversion Study, Sheboygan, WI

"From a young age, I was captivated by architecture. I'd spend hours sketching my own designs. Given my proficiency with computers, architecture felt like a natural fit for my skills and interests."



Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Keaton J. Verstegen, Architectural Associate

kjv@thrive-architects.com

AFFILIATIONS

- NCARB

EDUCATION

UW Milwaukee - Bachelor of Science, Architectural Studies

EXPERIENCE

- Architectural Associate at Thrive Architects - 2.5 years
- Architectural Intern at Construction Company
- Drafting Experience, well-versed in Revit, Rhino, AutoCAD, and Fusion 360

RELEVANT WORK EXPERIENCE

- Evin at Oconomowoc, Oconomowoc, WI
- Menominee Indian Tribe of WI CBRF, Gresham, WI
- Elizabeth Residence, Bayside, WI
- Grace Supportive Living, Milwaukee, WI
- Sage Meadow of Middleton, Middleton, WI
- Colonial Center, Colby, WI
- Menomonee Falls Health Services, Menomonee Falls, WI
- Castle Grand Hills, New Berlin, WI

"I like red (deep crimson) because I feel it is a bold color. I like the darker tone because it's quiet and feels comfortable."

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

ENGINEERING EXCELLENCE SINCE 1984

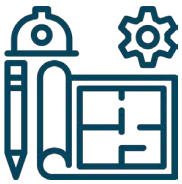
Welcome to Harwood! As a leading architectural engineering consulting firm, we specialize in high performance systems development. For more than four decades, we've been serving both the public and private sectors with pride.

Whether it's renovating existing structures or designing new ones, we've got you covered. Our team of highly qualified experts, is ready to take on your project with precision and creativity.

If you're seeking a reliable partner with a proven track record of excellence, your search ends here.

COMPREHENSIVE ENGINEERING SOLUTIONS

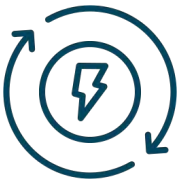
We offer full engineering services, all under one roof. Each discipline brings deep expertise in their craft and strong coordination results in integration of building systems as a whole to ensure facility performance within the overall building design.



CIVIL

STRUCTURAL

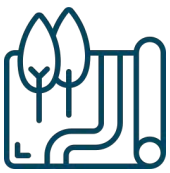
MECHANICAL



ELECTRICAL

PLUMBING

FIRE PROTECTION



LANDSCAPE

LIGHTING

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

MARY PIONTKOWSKI, PE, SE (IL)

Vice President | Principal | Director of Structural Engineering

Structural Project Manager

Biography

Mary began her career in biomedical engineering, but soon realized she had a greater interest in the structure of buildings rather than human bodies. She started her structural engineering career as project manager at a small firm, where she was introduced to a broad spectrum of building projects in steel, masonry and timber design. She joined Harwood as a Structural Engineer, and was promoted to Director of Structural Engineering in 2019 and as of 2024, became a Principal.

As a licensed professional engineer, Ms. Piontkowski has experience in designing healthcare, industrial, correctional, educational, religious, cultural, civic, and commercial facilities, along with high-end residential structures. She has extensive experience in preparing and coordinating contract documents, and has a strong working knowledge of applicable building codes and design standards.

Mary collaboratively addresses design and construction issues in a timely and efficient manner. She prides herself on developing good relationships with the entire design/construction team on every project.

Relevant Project Experience (partial list)

Stair Crest Independent/Assisted Living & Memory Care - Muskego, WI

Charter Senior Living - Sheboygan, WI

Cedar Way Townhomes - Cedarburg, WI

Continental Properties - Springs at Fitchburg - Fitchburg, WI

Whitefish Bay Apartments - Whitefish Bay, WI

Cedar Park Senior Housing - 400 W Park St - Cedar Park, WI

Northpointe East Senior Housing (Hayden Grove of Pflugerville) - Pflugerville, TX

Arbor Holding Apartments - Kenosha, WI

New Health Safety Unit and RHU Expansion WSPF - Boscobel, WI

Continental Properties - Springs at Waukesha - Waukesha, WI

Mammoth Lofts - Sussex, WI

Direct Supply - Citadel Post Acute, Short-Term Rehabilitation - Mesa, AR

Continental Properties - Springs at Collierville TN - Collierville, WI

Jackson Community Center Addition - Jackson, WI

SoNa Residential - West Allis, WI

Versiti BloodCenter-Structural Analysis of 18th St. Parking Deck-Milwaukee, WI

Experience

Years at Current Firm: 12
Years at Other Firms: 05

Education

Bachelor of Science Biomedical Engineering, Marquette University, Milwaukee, WI 1996

Master of Science Civil Engineering with an emphasis in Structural, Marquette University, Milwaukee, WI 2005

Professional Registration(s)

Registered Professional Engineer,

40101-6, Wisconsin, Granted 2009

Also registered in CO, FL, IL, IN, MI, NY, OH, PA, SD, TN, TX

Licensed Structural Engineer: Illinois

2022 Notable Women in Engineering

Memberships/Affiliations, etc.

American Institute of Steel Construction (AISC)

American Society of Civil Engineers (ASCE)

Structural Engineers Association of Wisconsin (SEAWI)

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

SPENCER COOK, PE

Vice President | Director of Mechnical Engineering

Mechanical Project Manager

Biography

Spencer has over 14 years of experience designing and managing HVAC and plumbing systems for many types of projects, including Healthcare, Higher Education, Municipal, and Correctional. He has specialized in HVAC design for most of his career in these various project sectors. His variety in project work has allowed him to see many systems and applications for each of these different sectors, giving him a well-rounded approach to each new project.

In addition, Spencer has been involved in all aspects of project design and development, managing large-scale HVAC projects. Spencer is part of the senior MEP design team assisting with design concept creation, project management, and assisting in the development of junior staff.

Relevant Project Experience (partial list)

Jackson Community Center Addition - Jackson, WI

Green County Family YMCA – Monroe, WI

Watertown YMCA - Watertown, WI

Continental Properties, Springs at Waukesha – Waukesha, WI

Oak Lawn Ambulatory Surgery Center - Oak Lawn, IL

MCTS Administrative Building HR Department Remodeling - Milwaukee, WI

Concordia University Ann Arbor - Fitness Center Addition - Ann Arbor, MI

TAWANI - Midwest Firearms Education & Training Center (MFETC) Kenosha - Somers, WI

City of Tempe, City Hall Complex Chilled Water and Heating System Upgrades – Tempe, AZ

New Berlin DPW Campus Master Plan - New Berlin, WI

Milwaukee Water Works Oklahoma Pumping Station - Milwaukee, WI

St. Francis de Sales Seminary - HVAC Assessment & Master Plan - St. Francis, WI

Department of Homeland Security, General Services Administration (GSA), Immigration and Customs Enforcement (ICE) Milwaukee, WI

GE, Multiple Confidential Projects – Milwaukee, WI

Eye Surgery Center - Stevens Point, WI

Aurora AAH St. Francis Rehab Remodel - St. Francis, WI

Experience

Years at Current Firm: 02
Years at Other Firms: 14

Education

B.S. Architectural Engineering, Milwaukee School of Engineering, Milwaukee, WI, 2008

Professional Registration(s)

Registered Professional Engineer, 47820-6, Wisconsin, Granted 2020

Also registered in Arizona & Illinois

Memberships/Affiliations, etc.

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

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

THOMAS E. PETERSEN, PE, LEED AP

Vice President | Principal | Director of Electrical Engineering

Electrical Project Manager

Biography

In 1996, Mr. Petersen brought his engineering talent and experience to the Harwood Engineering team. Tom has a unique perspective at the design table due to his previous jobs with an electrical contracting company and a design/build firm.

Tom's vast experience includes hospital power emergency systems, marinas, industrial power systems, fire alarm and paging systems, waterparks, casinos, high rises, and all forms of building and campus electrical distribution.

Experience

Years at Current Firm: 28
Years at Other Firms: 10

Education

Master of Business Administration, Arizona State University, Tempe, AZ, 1994

Bachelor of Science, Electrical Engineering, University of Wisconsin-Madison, Madison, WI, 1986

Professional Registration(s)

Registered Professional Engineer,

31637-6, Wisconsin, Granted 1996

Also registered in AZ, AR, CA, CO, FL, HI, IL, IN, IA, LA, MD, MA, MI, MN, MO, NE, NJ, NY, OH, OK, PA, SD, TN, TX, VA, WA

Registered with NCEES

LEED Accredited Professional

Memberships/Affiliations, etc.

Certified in Fire Alarm Technology, NICET Level 3, 1995

Certified Electrical Inspector, International Association of Electrical Inspectors, 1991

Certified Electrical Plan Reviewer, International Association of Electrical Inspectors, 1989

Relevant Project Experience (partial list)

Milwaukee County General Aging Senior Center Projects - Milwaukee, WI

The Heritage, MEP Services - EV Charging, Lighting Design - Carrolton, TX

Helix Eye Clinic Renovation - Schereville, IN

The Highlands Nursing Home - Dallas, TX

Parkside Health and Rehab - Nurse Call System - Deland, FL

Sojourner Family Peace Center - Milwaukee, WI

Midwest Anesthesia & Pain Surgery Center - Des Plaines, IL

Jackson Community Center Addition - Jackson, WI

Ballard Center-Wander Management System-Seattle, WA

Aurora AAH St. Francis Rehab Remodel - St. Francis, WI

Advocate Aurora Pharmacy Non-Sterile Compounding Room - Menomonee Falls, WI

Oak Lawn Ambulatory Surgery Center-Oak Lawn, IL

Kenosha Eye Care - Kenosha, WI

Parkside Health and Rehab - Nurse Call System - Deland, FL

Winfield Rest Haven - Assisted Living and Memory Care - Winfield, KS

GE Healthcare Offices & Labs - West Milwaukee, WI

Cherrelyn Manor Healthcare Center-Nurse call and Wander Management - Milwaukee, WI

New Health Safety Unit and RHU Expansion WSPF - Boscobel, WI

The Women's Center - Waukesha, WI

City of Racine Homeless Shelter, Exhaust - Racine, WI

New Berlin Recreation Center - New Berlin, WI

AAH St Francis Health Center Renovation - St Francis, WI

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Heritage Gardens Rehabilitation & Healthcare

Carrollton, TX

Our engineering solutions allow caregivers to focus solely on what truly matters - providing exceptional care to their residents.

Harwood Engineering provided comprehensive design services for a cutting-edge rehabilitation and senior living facility in Carrollton, Texas which caters to diverse resident needs and focuses on in-house therapy services.

Our scope included HVAC, electrical, plumbing, and fire protection systems. The design approach aimed to harmonize with various building codes and accommodate a spectrum of cognitive and physical abilities.

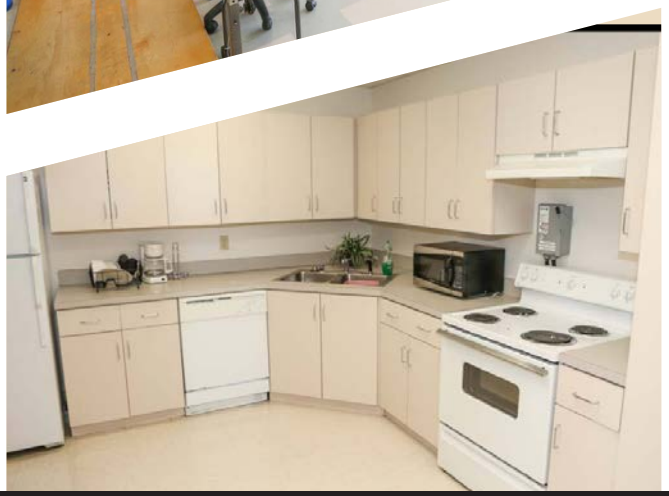
Our priority was creating a comfortable, home-like environment for both residents and staff, reflecting our belief in offering quality care alongside a high quality of life.

SERVICES Mechanical, Electrical, Plumbing, Fire Protecting, and Lighting Design

SPACE
New 3-story building, I-2 Occupancy, Independen Living (53 Units), Assisted Living (63 Units), and Memory Care (24 Units)

CONSTRUCTION COST $21 Million

SIZE 139,000 sq. ft. , 4.528 Acres



Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Sojourner Family Peace Center

Milwaukee, WI

Milwaukee offers a safe haven and services for its residents The family justice center houses both private and public organizations which provide domestic violence prevention as well as intervention services.

The 56-bed facility houses a 24-hour crisis shelter. In the interest of reducing energy consumption, the following systems were incorporated in the building design: high performance glazing systems, energy efficient LED lighting throughout, high efficiency condensing hot water boilers, energy recovery systems for general building exhausts, and combustion gas detection for control of the garage ventilation system.

Partners: Children's Hospital of Wisconsin (Child Advocacy Center/Child Protection Center, Child Abuse Prevention Fund, Prevent Child Abuse Wisconsin, WI CAN, and Project Ujima), Milwaukee Police Department - Sensitive Crimes, Milwaukee Country District Attorney's Office, Milwaukee Public Schools, job Training Agency Partner, suburban law enforcement representatives, and Legal Action of Wisconsin.

SERVICES Civil, Structural, Mechanical, Electrical, Plumbing, & Fire Protection

CONSTRUCTION COST $20 Million

SIZE 72,000 sq. ft. + parking

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Stair Crest Senior Living

Muskego, WI

Stair Crest Senior Living presented a unique challenge with a height restriction imposed by the city of Muskego, limiting the building's stature. This constraint required innovative design solutions to maximize space while adhering to safety regulations.

The Memory Care wing utilized insulated concrete forms (IFC) along with precast floors and cold-formed steel walls and roofs. The remainder of the building is wood-framed construction and the precast podium. A height variance with the city provided some relief, allowing 22" wood trusses as the floor system for the three stories of residences.

Additionally, the team demonstrated adaptable resourcefulness by leveraging the natural incline of the site to seamlessly integrate underground parking. The use of steel frames in common areas facilitated the load-bearing requirements for larger spaces, with truss designs tailored to accommodate the unique profile of the interior ceiling pitch. Collaboration with local suppliers and the utilization of innovative construction techniques were instrumental in successfully navigating the project's challenges and delivering an aesthetic senior housing facility that met both regulatory standards and functional needs.

SERVICES Structural

SPACE 20 Units/1-2 Occupancy, Assisted Living, 20 Unity Memory Care, 80 Unity Independent Living, Town Center and Support Spaces and Underground Parking

CONSTRUCTION COST $30 Million

SIZE 215,000 sq. ft. + parking

The Daily Reporter Top 2024 Project Award

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

LISSA ROLENC, IIDA, ASID, NCIDQ
Owner & Creative Director

W159N6585 Tamarack Trail
Menomonee Falls, WI 53051
C: 414-559-9039
E: lissa.rolenc@4designinteriors.com

4 design LLC
~ Interior Solutions ~ Beyond Style ~

Lissa Rolenc is an award-winning interior designer who has dedicated 25+ years of her career to senior-living, healthcare, multi-family, and hospitality design. Her passion and detail are beyond what you would expect from your average firm. The 4-design culture has created a studio format where her team can challenge and be innovative with-in the market. She pushes her team to think outside of the box to create new solutions for the future of the industry, with a strong emphasis on each client's brand. She has completed work in 48 States.

Previous Experience: The Waters of Pewaukee, Shorehaven Senior Living, Charter Senior Living, Phoenix Senior Living, Capri Communities, Cypress Glen, Hilton Prototype for NCG Nationally, Brookdale Senior Living, Alterra Healthcare, and Aptura

Specialties: Senior Living Design, Memory Care, Rehabilitation, Education, Multi-Family, and Hospitality.

Awards: AGC WI Awards, ASID WI-Gold Award X3, ASID WI-Silver Award X 4, Interior Sources Magazine " Design Connections Award, AOMA/BOMA Award X 5, Hospitality Magazine "Top Design Firm" 2016.

Publications Highlighted In: Senior Living Executive, McKnight Publishing, Long Term Care, M Magazine, and Senior Housing Forum

Other: Art@Large Menomonee Falls Board Member, ASID-WI Past President, NAPW-WI Past President, and participation in numerous presentations.

Her theme song is "Unwritten" from Natasha Bedingfield because she feels you write your own story in life and taking on challenges is how you continue to grow as a person.

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Megan Bock- Interior Designer

W159N6585 Tamarack Trail
Menomonee Falls, WI 53051
PH: 414-559-9039
E: megan.bock@4designinteriors.com

4 design LLC
~ Interior Solutions ~ Beyond Style ~

Megan is an interior designer at 4 Design LLC., where she works on a variety of projects, with a primary focus on senior living and Healthcare. She enjoys unique challenges and the creative process. Megan had the unique opportunity of going through the Disney training program in 2020 and brings the guest service attitude to our clients. She was our intern in 2019 and continued working in Senior Living prior to joining us again in 2023.

Previous Experience: Disney, Direct Supply

Specialties: Senior Living, Healthcare, Customer Service, Furniture Space-Planning, Master Concepts and Planning.

Education: Interior Architecture Degree - combo program with Milwaukee Institute of Art & Design along with Concordia University in Mequon, WI.

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

MANHATTAN / ASSISTED LIVING PROJECT

SUNFLOWER FIELDS / MEMORY CARE PROJECT

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

SKAALAN / INDEPENDENT LIVING PROJECT

HORICON MARSH / SENIOR LIVING PROJECT

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Michael J. Renner, PE

Principal/Vice President

EDUCATION

Bachelor of Science, Civil Engineering, 1986

University of Illinois, Urbana-Champaign

PROFESSIONAL LICENSES

Licensed Professional Engineer of Illinois

Mike Renner is Vice President of EEA and also serves as Principal in Charge or Senior Project Manager on various projects. With over 35 years of design and construction monitoring experience, he is responsible for managing company resources, providing staff guidance, and confirming projects meet local and state agency permitting requirements.

Mike has managed many high profile residential and institutional projects. He is the go-to engineer for urban redevelopment and new construction projects at EEA. Mike has also worked on numerous suburban site development projects in senior living, affordable housing, commercial, recreation, education, and municipal markets.

As a park district board member, Mike has developed perspectives as an owner, engineer, and community member, allowing him to ensure satisfaction for a wide variety of clients and users. On all projects, he relies on both past experience and new client insight to best serve the end users.

Mike also serves as an expert witness, offering engineering testimonies for civil-related trials.

PROFESSIONAL ASSOCIATIONS

28-Year Member – Cary Park District Board of Commissioners

IAPD Mike Cassidy Commissioner Community Service Award – 2013

Member – American Society of Civil Engineers; Construction Specifications Institute, CDT; Illinois Association of Park District (IAPD); Near South Planning Board Chicago

Service Associate – AIA Chicago, Illinois Association of Park Districts

PROJECT ROLE

Principal in Charge

NOTED PROJECTS

Marian Village
Franciscan Assisted Living/Memory Care
Homer Glen, IL

Presbyterian Homes (Senior Living)
Arlington Heights, Evanston, Lake Forest, IL

Atria at River Trail
Bolingbrook, IL

Senior Living Facility - White Oaks at Heritage Woods of McHenry
McHenry, IL

Clark-Lindsey Village
Urbana, IL

Silver Birch of Muncie Residential Care Facility
Muncie, IN

Senior Suites of Bellwood
Bellwood, IL

Prairie Trail at the Landings
New Lenox, IL

Burnham Manor
Elgin, IL

Hamlin Avenue Apartments
Alsip, IL

Garden Center Apartments
Worth, IL

Lakeview Landing
Chicago, IL

Leyden Township Housing
Franklin Park, IL

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Tim Brown, PE

Project Manager

EDUCATION

Bachelor of Science
Civil Engineering, 2012

Valparaiso University
Valparaiso, IN

Master of Urban Planning, 2020

University of Wisconsin
Milwaukee, WI

PROFESSIONAL LICENSES

Licensed Professional Engineer of Wisconsin, Illinois

Tim Brown is a Project Manager at EEA. He has worked in several market sectors including residential, healthcare, senior living, K-12 education, parks, and commercial throughout his decade of experience.

Since joining EEA, Tim has had a strong focus on residential development—working on a variety projects supporting various populations including adults with disabilities, veterans, and senior living. Navigating permitting and designing utility systems are always a challenge, but challenges that he consistently meets and overcomes. His areas of expertise include finding stormwater detention and infiltration solutions in urban environments. As those are key components to most projects, this makes him an asset to the EEA team, our clients, and project consultants.

Tim takes pride in ensuring that ADA compliance is adhered to throughout project sites. Ensuring pedestrians have access to public goods and all buildings even in dense urban centers. He finds this is especially true for senior living buildings. These pedestrian and traffic designs must be intuitive and accessible to all.

PROFESSIONAL & CIVIC ASSOCIATIONS

NAIOP Wisconsin Chapter - Developing Leader

WHEA Chapter 1 - Member

PROJECT ROLE

Project Manager

NOTED PROJECTS

Deerfield Assisted Living Facility
Deerfield, IL

Trinity Park Vista Supportive Housing
Northlake, IL
New Supportive Housing Development

Freedom's Path Housing
Maywood, IL
Veteran Housing Development

Deer Run Apartments
Brown Deer, WI
Parking & Drainage Improvements

Red Hawk Apartments
Milton, WI

New Residential Complex
Alsip, IL
Hamlin Avenue Apartments

Garden Center Apartments
Worth, IL

East Point Commons
Milwaukee, WI
Site Assessment

Kirwan Apartments
Waukegan, IL

One Hope United
Zion, IL

Sangamon Terrace Senior Apartments
Chicago, IL

Edens Supportive Living
Chicago, IL

Senior Suites of Norwood Park
Chicago, IL

Advocate Medical Group Southwest Waukesha
Waukesha, WI
Medical Clinic

OrthoMidwest
Beloit, WI
New Medical Building

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Josh Andersson, PLA

Landscape Architect

EDUCATION

Master of Landscape Architecture, 2011

Illinois Institute of Technology, Chicago, IL

Bachelor of Fine Arts Applied Photography, 1996

Rochester Institute of Technology
Rochester, NY

PROFESSIONAL LICENSES

Registered Landscape Architect - Wisconsin, Colorado, Illinois, Indiana

Josh Andersson is a Landscape Architect with more than a decade of landscape design experience. Through collaboration offered in a multi-discipline environment, Josh finds inspiration to create vibrant and active landscapes, develop productive design solutions, and meet green infrastructure solutions.

As a landscape architecture project and site manager for EEA, Josh provides project support from concept, through all design phases, to final-site layout and review. He works directly with clients to understand project specifics and collaborates with interdisciplinary team members to integrate landscape with the built systems.

Working in design-related fields for the last 25 years, Josh comes into this discipline with his commercial photography and graphic design background and uses these skills to enhance site layout designs and project presentations.

PROJECT ROLE

Landscape Architect

NOTED PROJECTS

Deerfield Supportive Living
Deerfield, IL

Aurora Lakeland Hospital
Elkhorn, WI
Emergency Department Expansion

Milwaukee Public Schools
Milwaukee, WI
Department of Nutritional Services
Goodrich Elementary School

North Austin Community Center
Chicago, IL

Chicago Housing Authority*
Chicago, IL
Patrick Sullivan Apartments Master Plan

Black Hawk College
Moline, IL
Sustainable Technologies Building expansion

Hoffman Estates Park District
Hoffman Estates, IL
Tripham Playground
Vogelei Park Master Plan

Mt. Prospect Park District
Mount Prospect, IL
ComEd Trails (bidding phase)
Friendship Park Phase 1
Friendship Park Phase 2

Unity Gospel Church
Milwaukee, WI

Plant Joy
Milwaukee, WI

Beloit Township Fire Station
Beloit, WI

* *Prior Work Experience*

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Atria at River Trail

Bolingbrook, IL

Nestled next to DuPage River Park, Atria at River Trail offers senior living residents views of the nearby nature areas and access to outdoor landscaped courtyards and an on-site memory-care garden.

Eriksson Engineering Associates, Ltd. (EEA) provided civil engineering, traffic and parking, and landscape architecture services for assisted living and memory care development.

Civil Engineering
A significant change in the site's elevation posed issues with the relatively flat facility. EEA civil engineers assessed the client's needs and offered a variety of solutions to lower the elevation of the building and decrease the number of retaining walls. When the Illinois Department of Public Health (IDPH) retroactively changed watermain guidelines impacting the project, the civil engineering team advocated on behalf of the client to find a solution. An existing stormwater basin was repurposed by EEA to reduce the project costs for the client and meet the stormwater requirements.

Landscape Architecture
The amenities at Atria at River Trail offer residents easy access to the property's natural surroundings. Detailed landscape plans were prepared for on-site independent living and memory care gardens. A circular walking path weaves through the independent living garden and is lined with seating areas, a fire pit, benches, and large trees for shading. The memory care garden path incorporates specific surfaces and grading for ADA accessibility. The garden is outfitted with a pergola, water feature, benches, and movable ADA height planter boxes.

Traffic Engineering
A traffic and parking review of the project presented a description of the proposed site, existing transportation conditions and surrounding land uses, the proposed development's traffic characteristics, and parking needs.
The report concluded the site's existing 60 parking spots met the needs of the development and exceeded the zoning and Institute of Transportation Engineers (ITE) parking requirements.

Owner
Atria Senior Living

Developer
CA Senior Living, LLX

Architect
HED

Scope of Work
Civil Engineering
Traffic & Parking
Landscape Architecture

www.eea-ltd.com

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Silver Birch of Muncie

Muncie, Indiana

Silver Birch of Muncie, a senior living/residential care facility, is located on Indiana Route 32 overlooking the White River in Muncie, IN. The three-story Vermilion Development property is surrounded by gardens, a gazebo, and private walking paths. The facility houses 119 studio and one-bedroom units, and is National Green Building Standard (NGBS) bronze certified.

Eriksson Engineering Associates, Ltd. (EEA) provided civil engineering services and assisted with construction observation of the development. At the start of the project, contaminated soils were found on the 3.66-acre site. To address this issue, EEA's civil engineers designed the grading of the site to form a cap of clean soil and reduce the following EPA guidelines to minimize the environmental impact of the contaminants.

The utility and grading design allowed drainage from roof areas to flow through bioswales that discharged clean stormwater to the White River. A sanitary lift station and force main were designed to serve the building.

The team also obtained permits from the Indiana Department of Transportation (INDOT), the City of Muncie, and the Muncie Sanitary District (MSD).

Developer
Vermilion Development

Architect
Worn Jerabek Wiltse Architects

Scope of Work
Permitting
Grading
Site Design
Sanitary Sewer

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Eriksson Engineering Associates, Ltd.

Presbyterian Homes: The Moorings of Arlington Heights

Arlington Heights, IL

Eriksson Engineering Associates, Ltd. (EEA) has become a trusted partner of Presbyterian Homes and has completed a portfolio of work across three of its senior living communities. EEA's initial project at the Arlington Heights campus included adding 22 new villas to their independent living offerings. As part of the project, engineers from EEA provided designs for utility extensions, roadway reconfigurations, and an expanded stormwater detention basin. Additionally, EEA revisited and modified designs to save several specimen trees. Given the special needs of the residents, accessibility was a high priority throughout the design of each home and equal consideration was given to the sidewalks and driveways. Great care was taken during the design phase and intensive construction period to ensure resident safety and satisfaction.

EEA engineers worked with the Presbyterian Homes team to develop a new chapel and replace the existing assisted living and memory care facilities at the Arlington Heights campus. EEA consultants also assisted the owner with coordinating the Planned Unit Development (PUD) process and replacement of site infrastructure to meet new Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) regulations.

Owner
Presbyterian Homes

Architect
OKW Architects

Scope of Work
New Senior Living Villas
New Chapel
Site Design
Utility Extensions
Roadways & Parking
Stormwater Management

www.eea-ltd.com

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

THANK YOU FROM THE THRIVE ARCHITECTS TEAM

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Attachment: Thrive_OzaukeeCo-RFP5.9.24_REDUCED SIZE (Award of Architectural & Engineering Services for Lasata CBRF)

Request for Proposals

(RFP)

For

Architectural and Engineering Services for Construction of a Community Based Residential Facility (CBRF)

For

the Lasata Senior Living Campus of

Proposals will be received by Ozaukee County at its office at 121 W Main Street, Port Washington, WI until 4:00 PM, CDT, on Thursday, May 9, 2024, and shall be addressed and marked as follows:

Ozaukee County
Attn: Lasata CBRF – A/E
PO Box 994
121 W Main Street
Port Washington, WI 53074

Issued April 18, 2024
By: Ozaukee County

Attachment: Ozaukee County RFP for A-E Services_Lasata CBRF_FINAL_4-18-2024 (Award of Architectural & Engineering Services for Lasata

Attachment: Ozaukee County RFP for A-E Services_Lasata CBRF_FINAL_4-18-2024 (Award of Architectural & Engineering Services for Lasata

Architectural and Engineering Services for Construction of a Community Based Residential Facility (CBRF)

Official Public Notice

Proposals will be received by Ozaukee County at the County Clerk's Office at 121 W Main Street, Port Washington, WI 53074 until 4:00 PM, CDT, on Thursday, May 9, 2024, for professional architect and engineering services for the construction of a Community Based Residential Facility at our Lasata Senior Living Campus. The building will be constructed adjacent and attached to our existing Lasata Care Center nursing home, located at W76 N677, N Wauwatosa Rd, Cedarburg, WI 53012. The proposed CBRF is to be approximately 18,000 sf, housing 24 residents split into two households, with residential and services spaces. The construction of a CBRF will close the loop in providing a continuum of care to our seniors, and current residents, who desire to transition to assisted living and memory care assisted living, all within the Lasata Senior Living Campus. Design should incorporate ADA standards for all rooms as well as a ramp for wheelchair access from the exterior.

The award to be let under this solicitation is subject to federal financial assistance guidelines under the American Rescue Plan Act (ARPA). The successful consultant will be required to comply with all applicable federal and state regulations related to the ARPA assistance funds. Although this is a federal project, no Davis-Bacon Prevailing Wages Determination requirements or Buy America requirements are in effect. Architect and Engineering firm selected will be required to work with our Construction Management as Adviser (CMaA) firm, already selected. Please refer to Lasata CBRF – A/E for all correspondence relating to this project.

The Request for Proposals is available on our website at https://www.co.ozaukee.wi.us/ or at the Ozaukee County office at 121 W Main Street, Port Washington, WI 53074. Copies of the Request for Proposals may also be obtained from Ozaukee County, by calling (262) 284-8324 between 8:30 and 4:30 or by email: jwittek@ozaukeecounty.gov .

Request for Proposals

(RFP)

For

Architectural and Engineering Services for Construction of a Community Based Residential Facility (CBRF)

For

Ozaukee County

April 18, 2024

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RFP Attachments

- Lasata CBRF Concept Design – AG Architecture
- Lasata CBRF Strategic Planning (Financial/Market Assessment, Project Cost Estimate) - CLA

Attachment: Ozaukee County RFP for A-E Services_Lasata CBRF_FINAL_4-18-2024 (Award of Architectural & Engineering Services for Lasata

1.0 Introduction

Ozaukee County, Wisconsin has been awarded federal funding from the American Rescue Plan Act (ARPA). Ozaukee County invites interested and qualified firms to submit written Proposals for Architectural and Engineering services (A/E). Ozaukee County intends to use the results of this RFP to evaluate and select a firm in order to award a fixed price contract for the below listed A/E Services.

A/E services relating to construction of an approximately 18,000 sf CBRF, housing 24 residents split into two households, with residential and services spaces. A/E firm will prepare all bid documents for conceptual design, final design, and construction specifications in preparation of complete documents of contract, assistance and recommendation in construction advertisement and contract award which includes all pre-design services, conceptual and final design and project budgeting and construction engineering of the Lasata CBRF with the consultation of Ozaukee County and our CMaA.

Ozaukee County has budgeted $4.5 million to complete construction of this project. Federal funding is provided by American Rescue Plan Act (ARPA). No Davis-Bacon prevailing wages or Buy American provisions are required.

Ozaukee County is seeking proposals from firms with experience with at least one Community Based Residential Facility. Construction is expected to begin by approximately by Fall of 2024, and the ability to complete the project in 2025. The proposal must comply with the requirements and conditions of employment and contracting with Federal regulations.

These services will be conducted under a contract with Ozaukee County.

The contract will be regulated according to the provisions of all Federal, State, and local laws and ordinances that are applicable.

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2.0 Project Description

(1) Construction of a Community Based Residential Facility

With the support of American Rescue Plan Act (ARPA), Ozaukee County will expand its current Lasata Senior Living Campus, Cedarburg, WI that provides residential living to senior residents in Ozaukee County. The proposed construction is on a vacant piece of land located on our Lasata Senior Living Campus and attached to the existing building.

The focus of the Design and Engineering project will be to design an addition to an already existing nursing home. The addition will be only one story, and approximately 18,000 sf, housing 24 residents split into two households, with residential and service spaces. Residential and service spaces include a kitchen and common areas for CBRF residents.

CBRF project will close the loop in providing a continuum of care to our seniors, and current residents, who desire to transition to assisted living and memory care assisted living, all within the Lasata Senior Living Campus

In addition to the above stated, the A/E firm will provide for the following in each component of the project:

- Site preparation
- Utilities

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3.0 Scope of Services

The selected company will serve as and perform the functions of architect and engineering, including the following:

- Conduct necessary work to produce the technical documentation including final design criteria, preliminary and final drawings, outline specifications, written description of the project and value-engineering activities.

- Complete the final design contract documents. We would defer to the Architects recommendations for proper code requirements/products for all areas.

Ozaukee County anticipates that the selected firm will provide the following A/E services, but is not limited to *(Responses to this RFP are encouraged to suggest other tasks and duties that may be applicable and useful to the Ozaukee County):*

1. **Attend Project Kick-Off Meeting** – A/E firm will be required to meet with County staff, and our CMaA. Detailed schedule and team members will be finalized.

2. **Review Existing Documentation** – A/E firm shall familiarize themselves with:

    - The project site
    - Preliminary designs
    - Municipal and County zoning codes
    - Review any applicable CBRF design requirements

3. **Attend Periodic Progress Meetings** – Attendance at periodic meetings to update progress may be required.

4. **Prepare Conceptual Design Plans for CBRF Addition (30%)** – The A/E firm shall submit conceptual design plans that include a conceptual estimate of probable construction costs. Conceptual design plans shall include space requirements and room layouts for all programmed spaces by function to include space requirements for major equipment.

5. **Preparation of Design Plans (60%) –** A/E firm shall submit the 60% design plans, specification, and estimate. Meet with Ozaukee County staff and CMaA to discuss the designs and identify changes made to the plans since the Conceptual Design plans.

6. **Preparation of Final Plans (100%) –** Following approval of the 60% plans, specifications, and estimate by Ozaukee County, A/E firm shall prepare final construction plans for the project.

7. **Prepare Bid Documents in Consultation with CMaA for Construction of CBRF –** Develop construction bid ready plans and specifications for contractors. The A/E firm will be required to participate in the pre-bid meeting and bid opening. The A/E firm will provide recommendations of award to Ozaukee County.

    - **Construction Management Services will be provided by our already selected contractor**, **Altius Construction.**

4.0 Proposal Contents and Selection

1. Proposal Cover Letter
2. Project scope statement describing the work to be undertaken, include the services outlined in the Solicitation, any modifications or expansion of the scope provided to deliver the Architect and Engineering /cost effective components.
3. Project work plan indicating mechanisms proposed to coordinate the work effort with Ozaukee County.
4. Proposer's profile and a clear concise statement with:
    a. Examples indicating past performance and familiarity with the type of work detailed in the solicitation.
    b. Provide 3 written references from previous clients with similar projects and all references give excellent response on quality of service. (Attach references and contact information)
    c. A list of client references for which Proposer provided similar services as described in the RFP.
5. Project team statement indicating the professional and technical qualifications of the key people who will be assigned to the project and their responsibilities within the Scope of Services including the team leader.
    a. Firm/team's experience with similar or related project of this size and scope, including reference
    b. Specific work assignments of each individual that included CBRF construction or other public sector projects and references that could comment on the quality of the work performed
    c. For each individual note years of experience and number of years that the individual has been with the firm under its current name and ownership.
    d. Indicate primary work location for these individuals.
    e. Identify any proposed sub-contractor(s) and include a description of the arrangement and their role in the project.
    f. Provide written assurance that the key individuals listed and identified will be performing the work and not be substituted with other personnel or reassigned to another project without the County's approval.

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g. Identify the function/responsibility of each individual assigned to work on this project (e.g., project manager, technician, etc.) along with their role/responsibilities on this project. Experience summaries of these key individuals shall be provided and the amount of time to be allocated to this project. If applicable, include a description of sub-consultants, indicating what portion of the work is to be done by them. Include in your proposal a chart of personnel similar to the following:

Personnel	Project Function	% of Involvement	Experience Related to this Project

6. Detailed proposal fee for architectural and engineering services for this project.
   a. In a separate sealed envelope marked “A/E Service Fees”, provide a table identifying your staffing requirements, estimated hours, associated costs and reimbursables for a total not to exceed fee for the architectural and engineering services described in this RFP. The envelope should be identified with the name of this project and the name of your company.
   b. The table should include the following columns: phase, task, staff member (hourly rates), total staff costs, and reimbursable expenses. Include estimated hours for staff members based on each phase and task.
   c. Identify total time & material not to exceed cost for each phase. Provide a separate “Professional Service Fees” table for recommended additional scope items not included in Section 3.0 Scope of Services.
   d. The total proposal cost, indicated as a not to exceed fixed fee, shall delineate the cost for services as detailed under Section 3.0 Scope of Services. Fees for each phase to include costs for all personnel whether on the job site, in the home office, or as a consultant hired by the architectural and engineering firm.
   e. The fee proposal shall include description and listing of any anticipated reimbursable expenses.
   f. All costs associated with site surveying, inspection, utilities shall be paid by Ozaukee County
   g. The total of all charges for scope of services, including reimbursable costs, will be used in evaluating the cost portion of this proposal.
   h. Any additional work beyond the scope of services must be authorized in writing by the Ozaukee County before additional costs may be incurred. These fees will be determined prior to commencement of work and will be based on the hourly rates as shown in the following table.

Personnel	Hourly Rate	Estimated Hours for this Project	Project Function	Experience Related to this Project

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Proposal placed in the same order as described above. The Proposal Cover Sheet must be signed by the submitter or authorized representative and dated. The pages of the Proposal must be numbered in consecutive order and should not exceed the maximum sheet size of 8.5" x 11."

- Ozaukee County will consider proposals from contractors with experience completing projects in public construction.
- Ozaukee County will consider proposals with experience in architectural and engineering service for completed CBRFs.
- Responsible proposal will demonstrate the ability to complete the architect and engineering services, and work as part of team.

If awarded, a firm fixed-price contract award shall be made in writing. Ozaukee County can, however, decide not to make the award to any of the proposers. Ozaukee County may reissue the project under certain conditions (i.e., proposals are not responsible, or the proposals do not contain information necessary to evaluate the proposals).

If you have any questions regarding this Request for Proposals, please contact: Jason Wittek, jwittek@ozaukeecounty.gov or 262-284-8324.

Other Conditions of Proposal Submittal

1. Only one Proposal will be accepted from any person, firm, or entity.

2. No proposal will be accepted from any person, firm or entity that is in arrears for any obligation to Ozaukee County, is debarred from contracting for federally funded projects, or that otherwise may be deemed irresponsible or unresponsive by Ozaukee County or the elected officials of Ozaukee County, Wisconsin.

3. All proposals submitted become public information and may be reviewed by anyone requesting to do so at the conclusion of the evaluation process.

4. Requirements and conditions of employment and contracting to be observed for compliance with the American Rescue Plan Act (ARPA).

Directions for Proposal Submission

Complete proposals must be delivered to Ozaukee County Clerk's Office, office in a sealed envelope on or before 4:00 pm Thursday, May 9, 2024. Proposals that arrive in the office after 4:00 pm Thursday, May 9, 2024 will be rejected.

Proposers must submit the following:

- One (1) original plus five (5) hard copies of the RFP
- One (1) copy of "professional service fees" in a separate sealed envelope
- One (1) electronic copy (via usb drive) of all materials required for acceptance of their proposals on or before 4:00 pm CST on May 9, 2024.

Direct submissions to:

Ozaukee County
County Administrator's Office
Attn: Lasata CBRF A/E Services

Attachment: Ozaukee County RFP for A-E Services_Lasata CBRF_FINAL_4-18-2024 (Award of Architectural & Engineering Services for Lasata

PO Box 994
121 W Main Street
Port Washington, WI 53074

Ozaukee County reserves the right to reject any and all Proposals not meeting the requirements of this Request for Proposals for architect and engineering services.

Persons requesting ADA assistance accommodations for hearing and speech impaired may contact Jason Wittek, Policy & Budget Analyst at 262-284-3577 or jwittek@ozaukeecounty.gov. Individuals/firms interested in being considered for this project must submit a Proposal detailing qualifications, technical expertise, management, and staff capabilities, related prior experience, and a detailed cost estimate for the Scope of Services described above. The objective of the sealed Proposal process is to objectively select the most responsive and responsible Proposal.

Contact Information

For Request for Proposal packages, all interested persons and firms should go to: https://www.ozaukeecounty.gov/ . Contact Jason Wittek, Policy & Budget Analyst, between the hours of 8:30 am to 4:30 pm, Monday-Friday, at 262-284-8324 or jwittek@ozaukeecounty.gov , to ask questions or request additional information, as needed.

Companies that intend to submit a Proposal should send notification of intent to Ozaukee County with the person's/firm's name and contact information in case of addenda or other changes. Additionally, the Request for Proposals may be sent to those companies that are included on the Ozaukee County contact list specifically created for this solicitation. Those who Ozaukee County has sent a Request for Proposal and those who have provided contact information through a request for a copy of the Request for Proposals or through a notification of intent will receive all information regarding the Request for Proposals. The information may include, but is not limited to, any Addendums to the Request for Proposals, answers to inquiries received regarding the Solicitation, or changes to the schedule.

Interested proposers have the responsibility of understanding what is required by this Request for Proposals. During the review of the solicitation, if the proposer discovers any errors, omissions, or ambiguities within the solicitation, they should identify them in writing and call them to the immediate attention of Ozaukee County prior to the Request for Proposals submission deadline. Ozaukee County shall not be held responsible for any person's/firm's lack of understanding of the project.

Questions for clarification concerning this Solicitation must be in writing via email to Jason Wittek, Policy & Budget Analyst on or before 4:00 pm, April 30th, 2024. After this date, questions involving the content or intent of the proposal will not be answered. All questions will be responded to by Jason Wittek, Policy & Budget Analyst, in writing via email by May 2nd, and provided to all parties requesting a Request for Proposals packet for which Ozaukee County has the contact information and treated as an addendum to the Request for Proposals packet.

No pre-submittal conference will be held. Ozaukee County makes no representations as to the conditions of the project other than those representations made herein, and no employee or any other representative of Ozaukee County has the authority to make any oral or written representations as to the conditions of the project. Companies should only contact the person designated above regarding this Solicitation and should not contact Ozaukee County's staff or Board members, County Administrator, Ozaukee County, City of Cedarburg members, any

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committee members, or any other government staff for clarification on this Request for Proposals.

Addenda Interpretations
If it becomes necessary to revise any part of this Request for Proposals, a written addendum will be provided. Ozaukee County is not bound by any oral clarifications changing the scope of the work for this project. All addenda issued by Ozaukee County will become part of the official Request for Proposals and will be emailed to all Proposers of record based upon contact information on record at the original time of issuance or subsequently provided.

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5.0 Selection Criteria

A committee selected by Ozaukee County will evaluate the submitted Proposals and award to the most responsive and responsible proposal when all evaluation criteria are considered.

Right to Reject Proposals
The evaluation committee reserves the right to reject any and all proposals.

Responses will be reviewed based on the following criteria:

1.	Project Coordinator/Lead's Experience	Maximum 20 Points
	A. 3 or more years' experience with CBRF or public construction	20 Points
	B. 2 years' experience	15 Points
	C. 1 years' experience	10 Points
	D. Less than 1 year experience	5 Points
	E. No experience	0 Points
2.	Firm's Project Completion Background	Maximum 20 Points
	A. Completion of 3 or more previous, similar type projects within proposed time frame & budget	20 Points
	B. Completion of 2 similar projects	15 Points
	C. Completion of 1 similar project	10 Points
	D. Working on 1 similar project; not completed	5 Points
	E. No work on a similar project	0 Points
3.	References from Similar Projects	Maximum 20 Points
	A. Respondent lists 3 previous clients with similar projects and all references give excellent response on quality of service	20 Points
	B. Respondent lists 2 previous clients	15 Points
	C. Respondent lists 1 previous client	10 Points
	D. Respondent lists no previous references	0 Points
4.	Responsiveness to Specifications of Project/RFP	Maximum 20 Points
	A. Needs of project are fully addressed in Proposal	20 Points
	B. Needs of project are somewhat addressed in Proposal	10 Points
	C. Needs of project are not addressed/resolved in Proposal	0 Points
5.	Budget	Maximum 20 Points
	A. Budget within Ozaukee County's capacity as proposed	10 Points
	B. Budget slightly above Ozaukee County's capacity as proposed; potentially feasible with modest adjustment	5 Points
	C. Budget not reasonably within Ozaukee County's capacity as proposed; would require extensive adjustment to be feasible	0 Points

Selection Process Schedule

Ozaukee County anticipates authorizing a contract for this work and issuing a notice of award, no later than May 31, 2024. The scope of services will take place over a nine-month period. Ozaukee County's goal is to have the Lasata CBRF project completed no later than the Summer of 2025, if possible. Responding persons/firms should comment on the above schedule as part of their proposal and state how realistic it is to achieve substantial completion of the work by August 30, 2025.

6.0Timeline

RFP Issuance Date	April 18, 2024
Last Day for Submitting Written Questions	April 30, 2024
E-mail and post addenda to firms, which Include answers to questions, supplements, and/or revisions to RFP	May 2, 2024
Proposals due by 4:00 pm	May 9, 2024
Evaluate Proposals/Interview Firms if needed	May 13-17, 2024
Notice of Intent to Award	May 17, 2024
Notice of Award (HHS Committee)	May 28, 2024
A/E Firm under Contract by	June 15, 2024

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Bright Vision. Bold Communities

AG ARCHITECTURE

Lasata Care Center Concept Design Proposed CBRF

PRESENTED BY: Andrew Lee Alden, Senior Associate

September 2023

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FUNCTIONAL PROGRAM & SPACE ALLOCATION

AG ARCHITECTURE
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DEPARTMENT NAME	Name of the department – this form may be duplicated as needed to cover all areas – for campus communities, consider the impact of location on a campus setting.		
SCOPE OF SERVICE	What services does this department provide, when, and who receives the services?		
KEY INTER & INTRA DEPARTMENTAL RELATIONSHIPS	When considering your department, what are the important connections within your department and with other departments that are necessary for its daily function?		
CRITICAL DESIGN CONSIDERATIONS	When considering your department – what are the critical "physical environment" elements we should know about? This category covers the "bricks & mortar of the space".		
SERVICE VOLUMES & PERFORMANCE INDICATORS	What is the capacity of the services you provide? A typical day/week comparison.		
STAFFING (FTE'S)	Position title	Position title	add cells as needed
	[#] FTE's	[#] FTE's	add cells as needed
OPERATIONAL OR SPACE PLANNING ISSUES	When considering your space – what are the important operational processes we should know about and how do they impact the physical layout of the space. Please consider both internal processes and if appropriate, external relationships (on campus and beyond).		
INFORMATION TECHNOLOGY	Does this department have any "IT" needs as related to telephone, computer, internet, television, nurse call, wander guard, medical records, asset management systems, etc.?		
COMMENTS/OTHER CONSIDERATIONS	This space is reserved for additional information not covered in the categories above. We prefer to err on the side of too much information, as opposed to not enough. Feel free to continue on the back side of the form		

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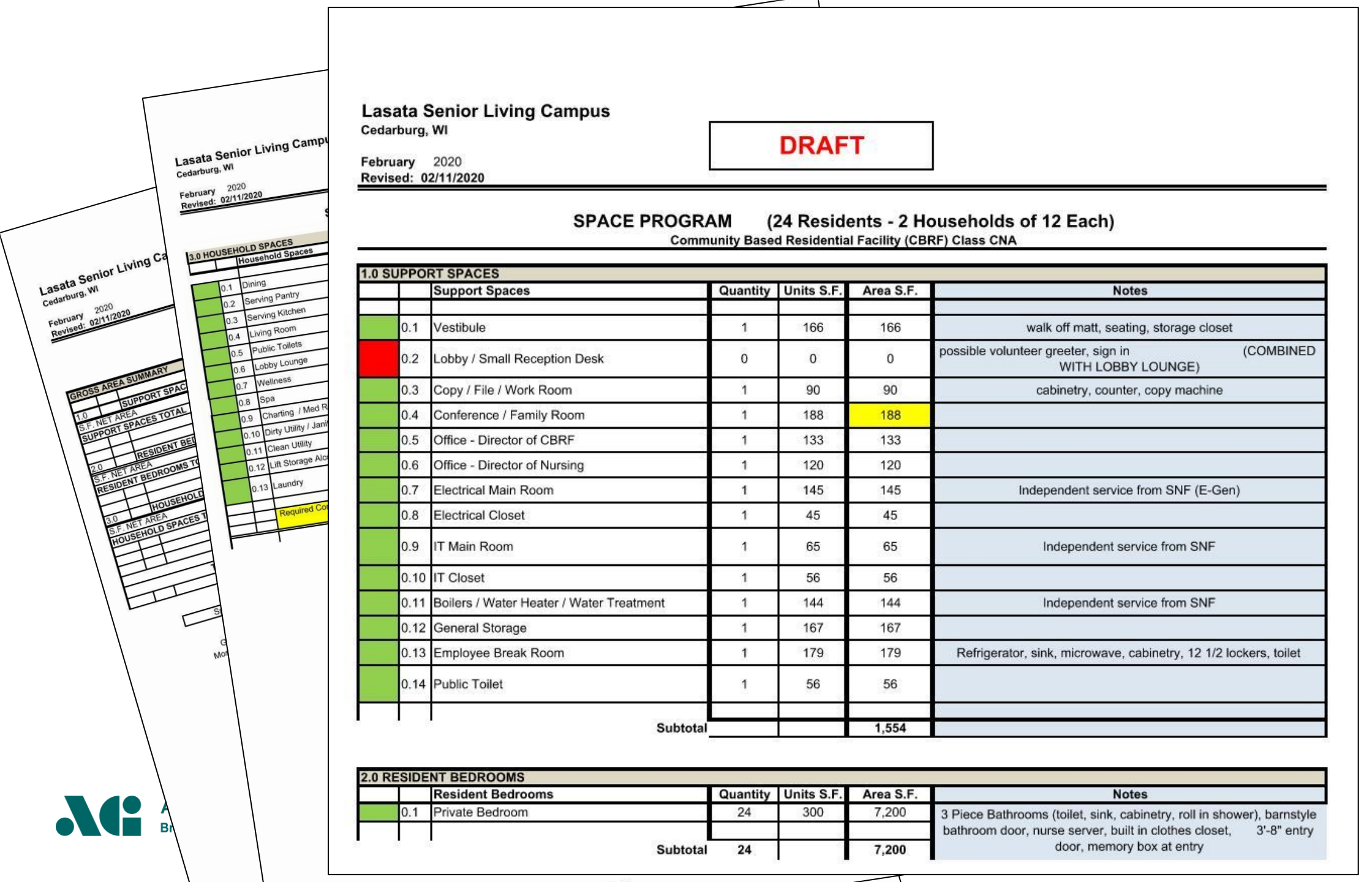

Lasata Senior Living Campus
Cedarburg, WI

February 2020
Revised: 02/11/2020

DRAFT

SPACE PROGRAM (24 Residents - 2 Households of 12 Each)

Community Based Residential Facility (CBRF) Class CNA

1.0 SUPPORT SPACES

		Support Spaces	Quantity	Units S.F.	Area S.F.	Notes
	0.1	Vestibule	1	166	166	walk off matt, seating, storage closet
	0.2	Lobby / Small Reception Desk	0	0	0	possible volunteer greeter, sign in (COMBINED WITH LOBBY LOUNGE)
	0.3	Copy / File / Work Room	1	90	90	cabinetry, counter, copy machine
	0.4	Conference / Family Room	1	188	188	
	0.5	Office - Director of CBRF	1	133	133	
	0.6	Office - Director of Nursing	1	120	120	
	0.7	Electrical Main Room	1	145	145	Independent service from SNF (E-Gen)
	0.8	Electrical Closet	1	45	45	
	0.9	IT Main Room	1	65	65	Independent service from SNF
	0.10	IT Closet	1	56	56	
	0.11	Boilers / Water Heater / Water Treatment	1	144	144	Independent service from SNF
	0.12	General Storage	1	167	167	
	0.13	Employee Break Room	1	179	179	Refrigerator, sink, microwave, cabinetry, 12 1/2 lockers, toilet
	0.14	Public Toilet	1	56	56	
		Subtotal			**1,554**	

2.0 RESIDENT BEDROOMS

		Resident Bedrooms	Quantity	Units S.F.	Area S.F.	Notes
	0.1	Private Bedroom	24	300	7,200	3 Piece Bathrooms (toilet, sink, cabinetry, roll in shower), barnstyle bathroom door, nurse server, built in clothes closet, 3'-8" entry door, memory box at entry
		Subtotal	**24**		**7,200**	

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SITE ANALYSIS

AG ARCHITECTURE
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AG ARCHITECTURE

LASATA CARE CENTER

Cedarburg, WI

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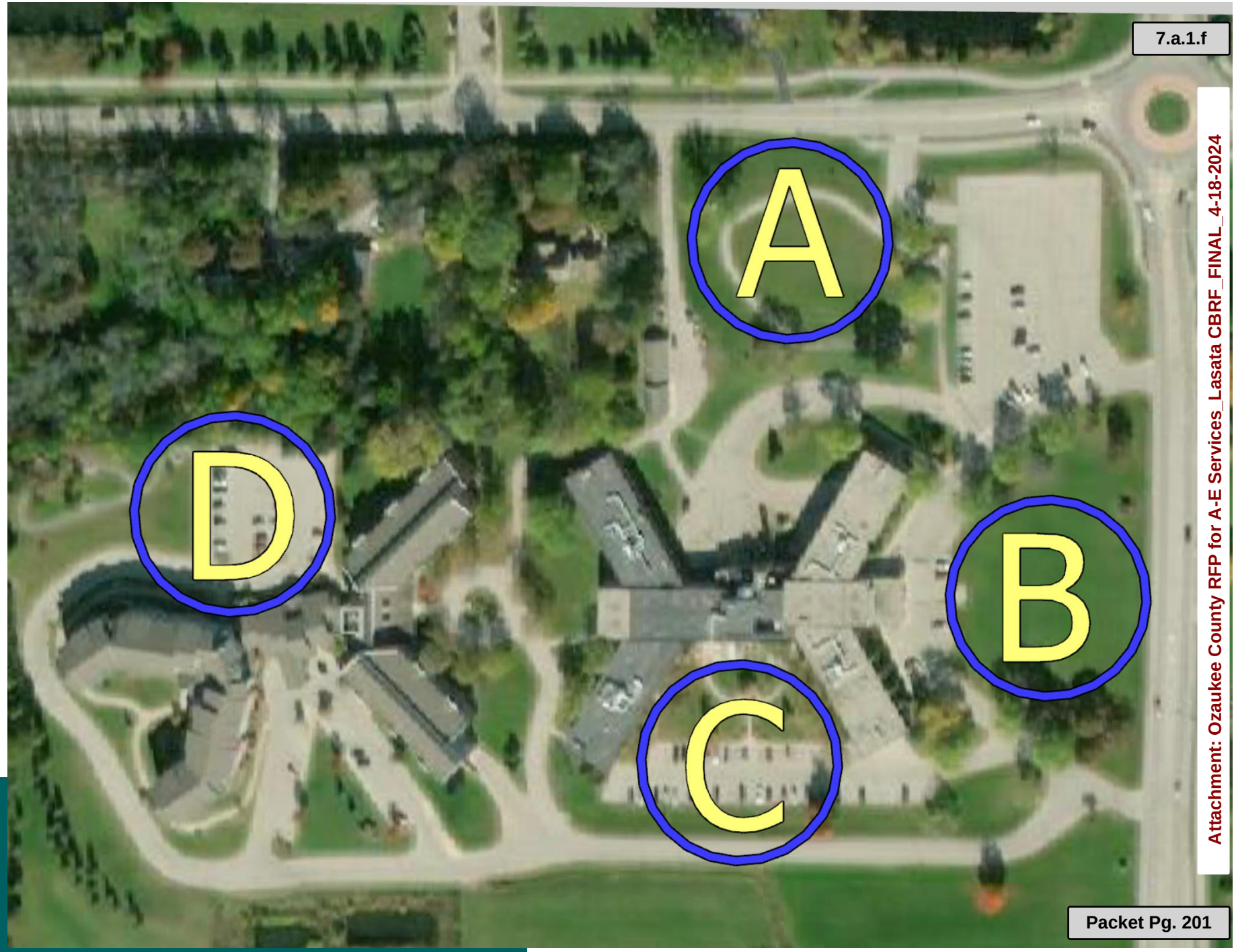

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AG ARCHITECTURE

LASATA CARE CENTER

Cedarburg, WI

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CONCEPT DESIGN

AG ARCHITECTURE
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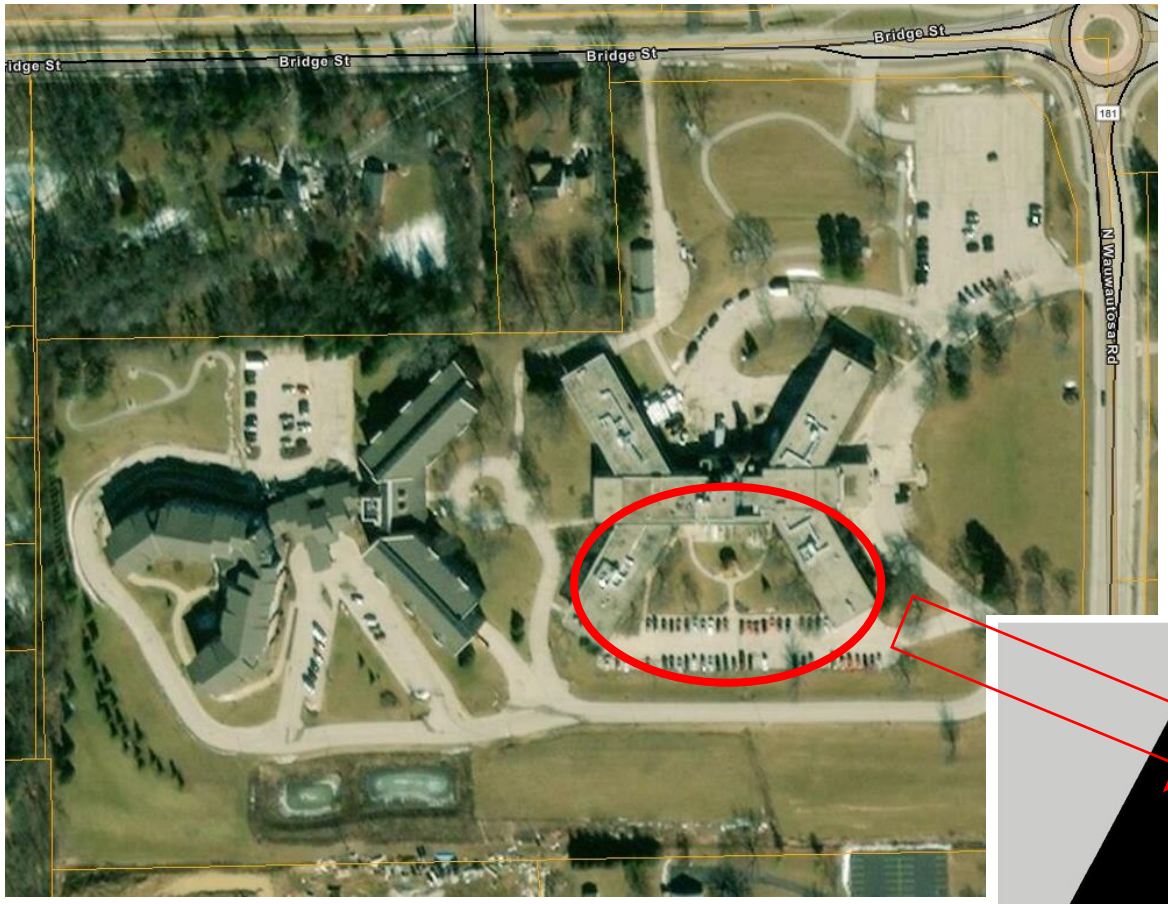

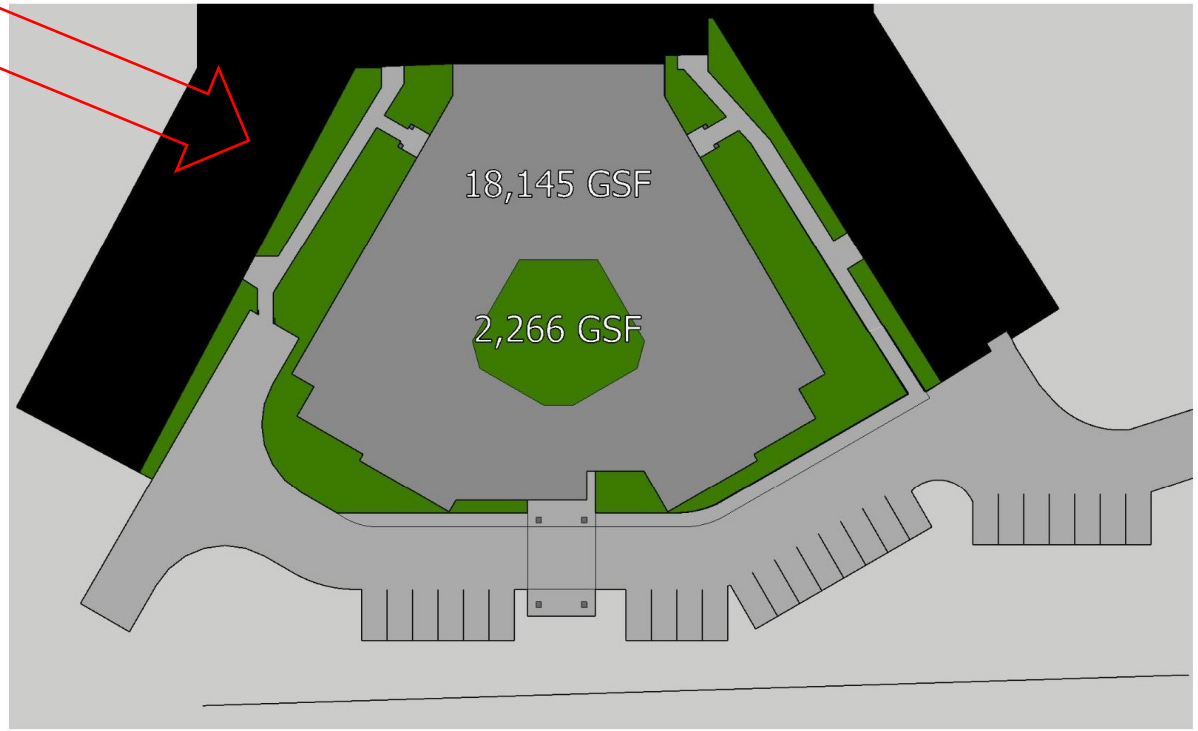

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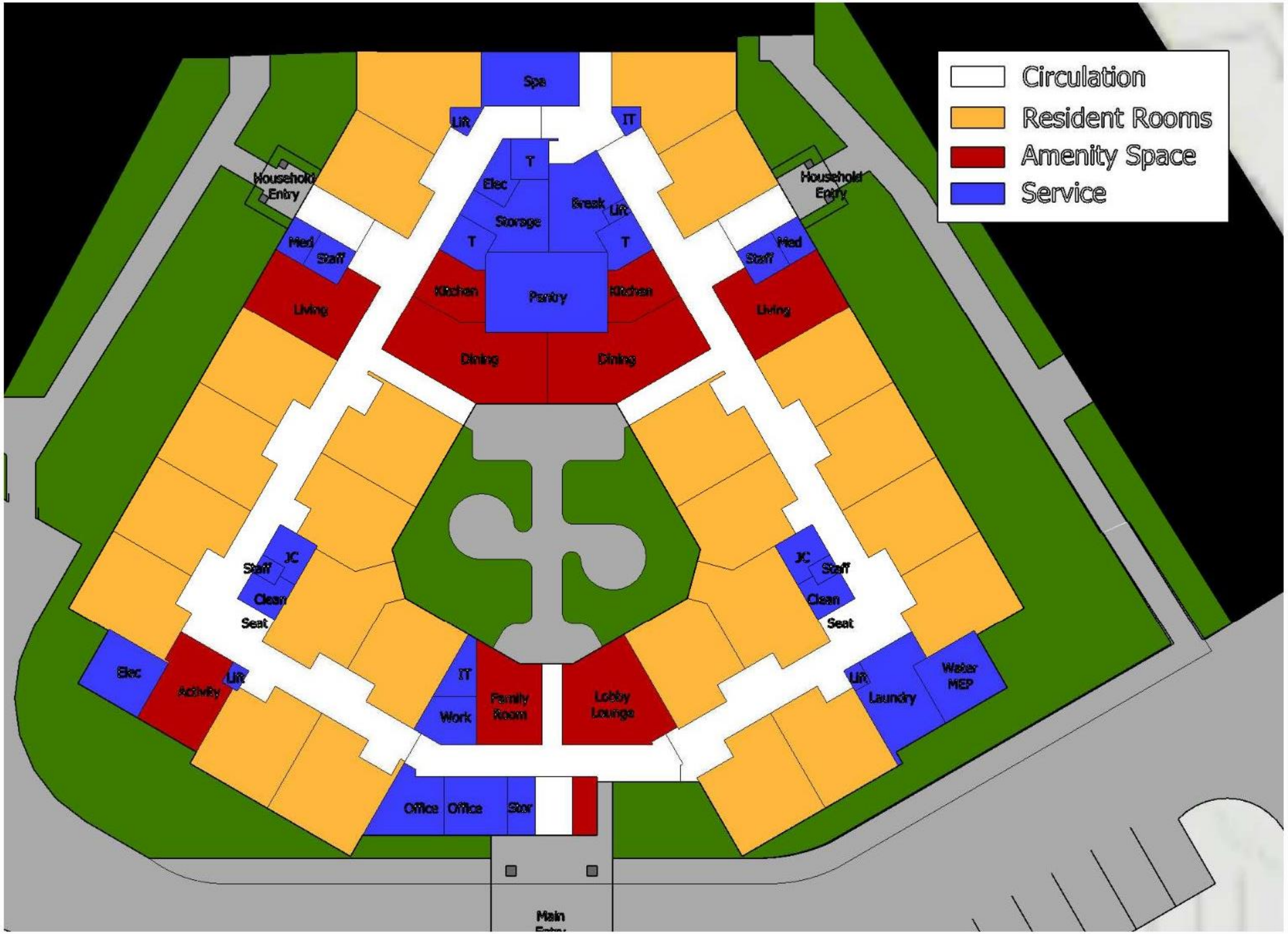

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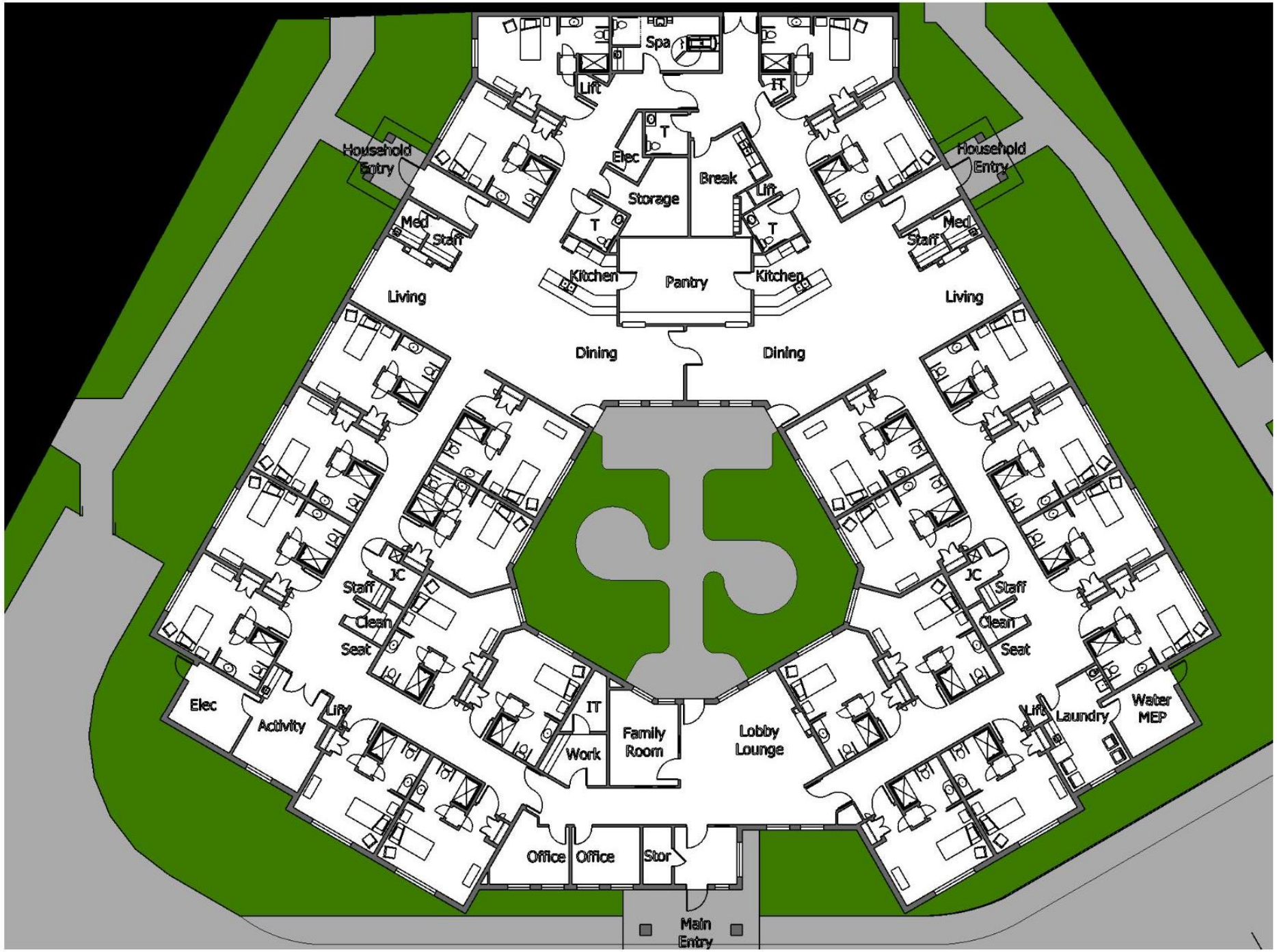

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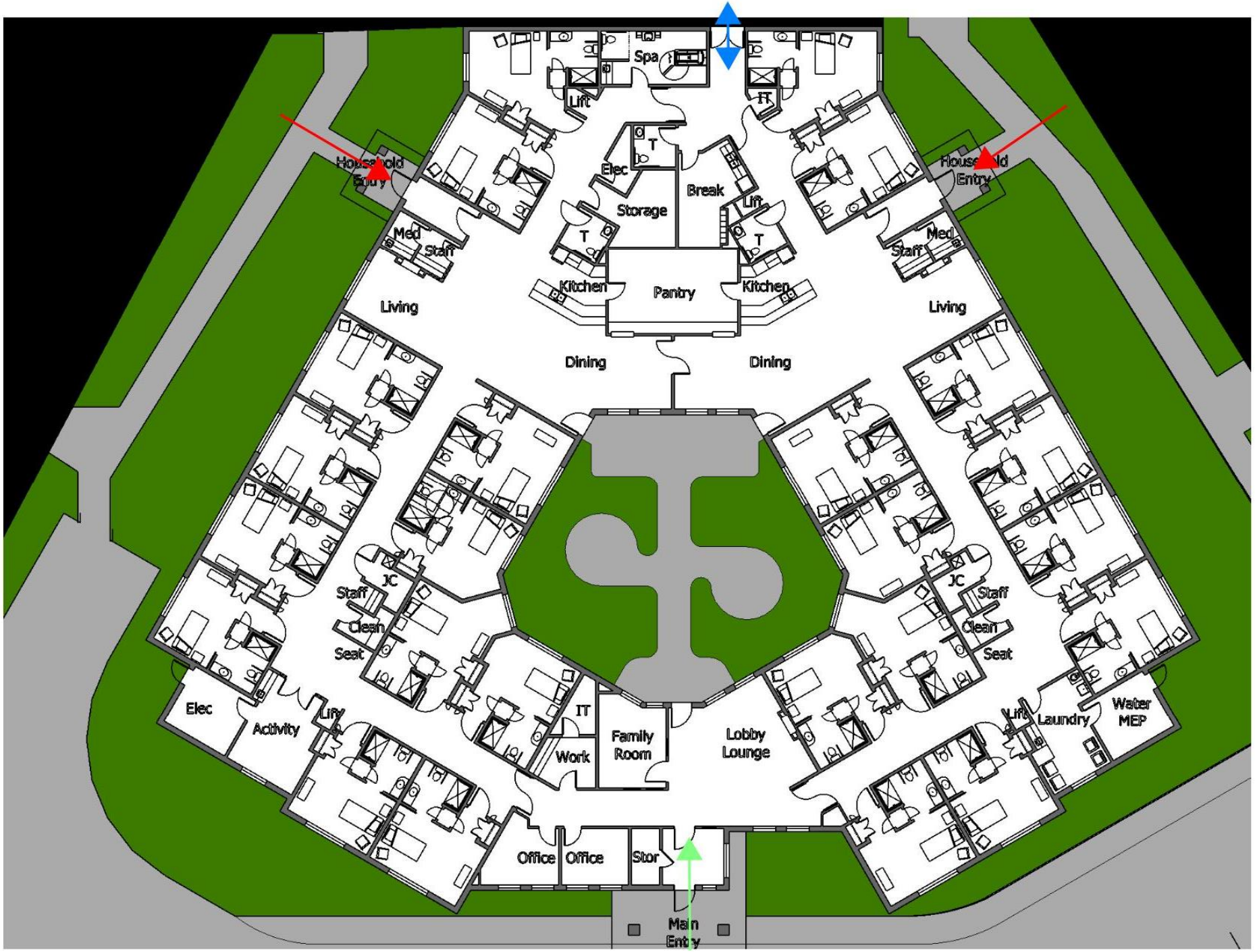

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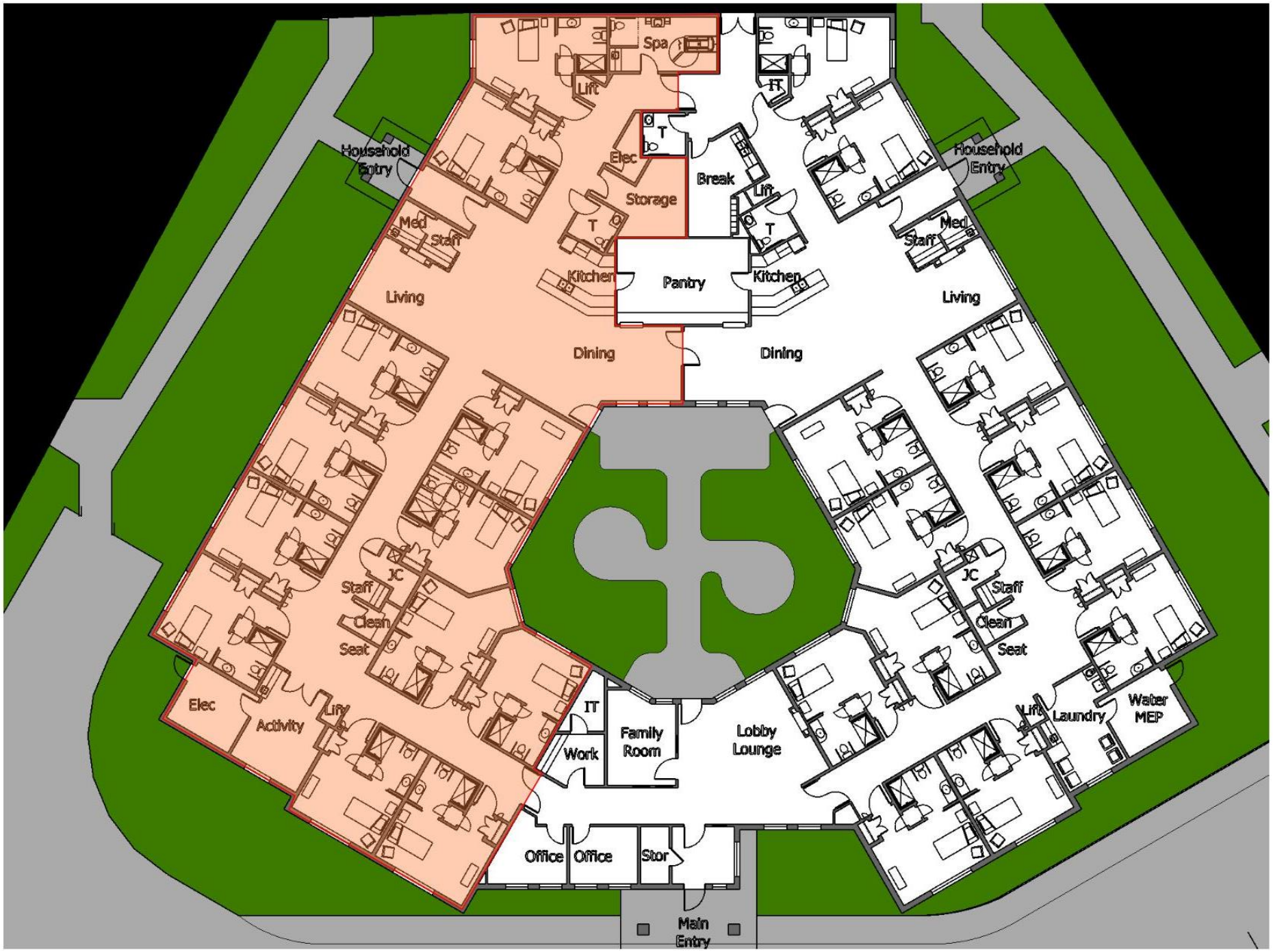
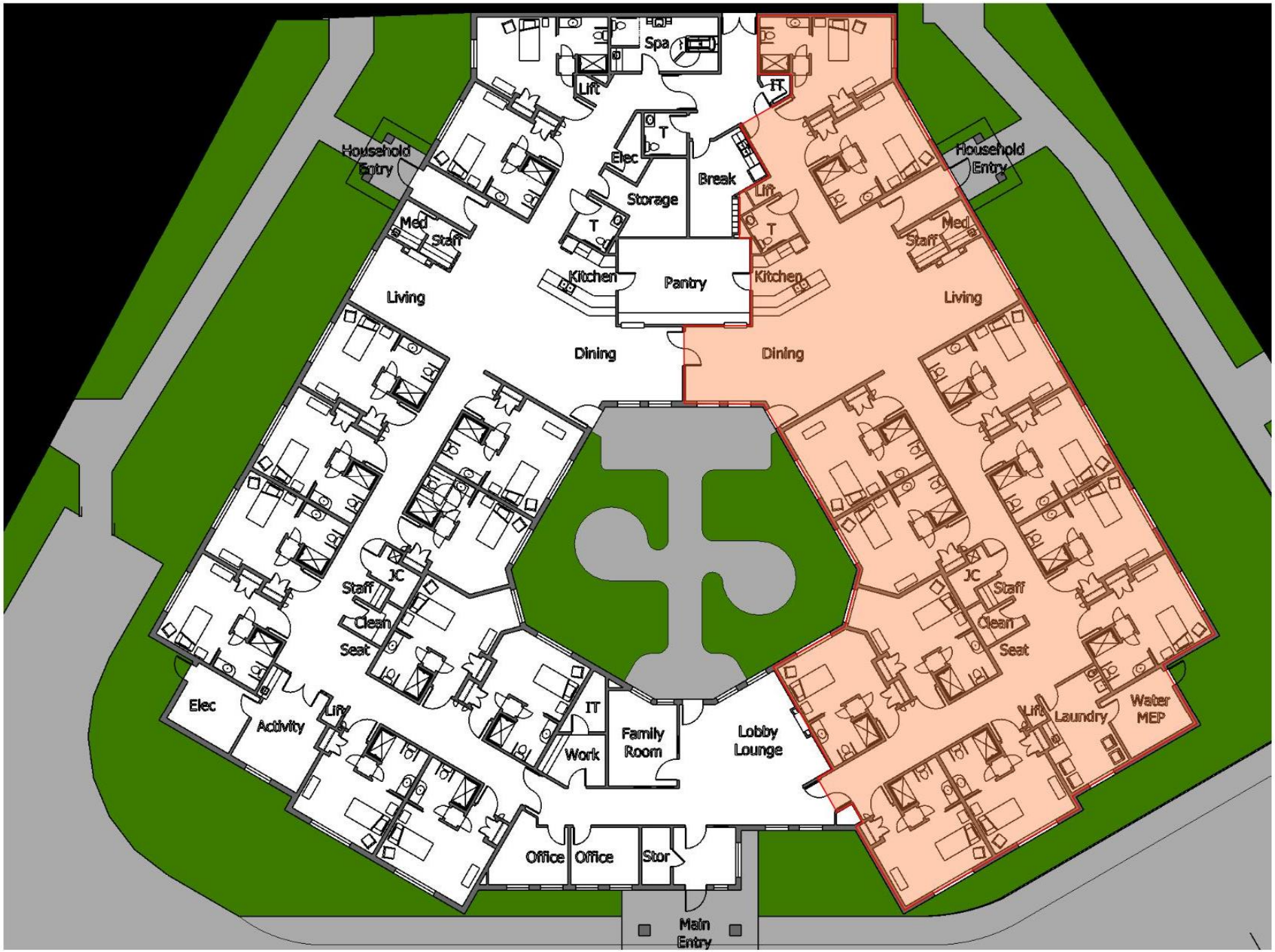


Attachment: Ozaukee County RFP for A-E Services_Lasata CBRF_FINAL_4-18-2024



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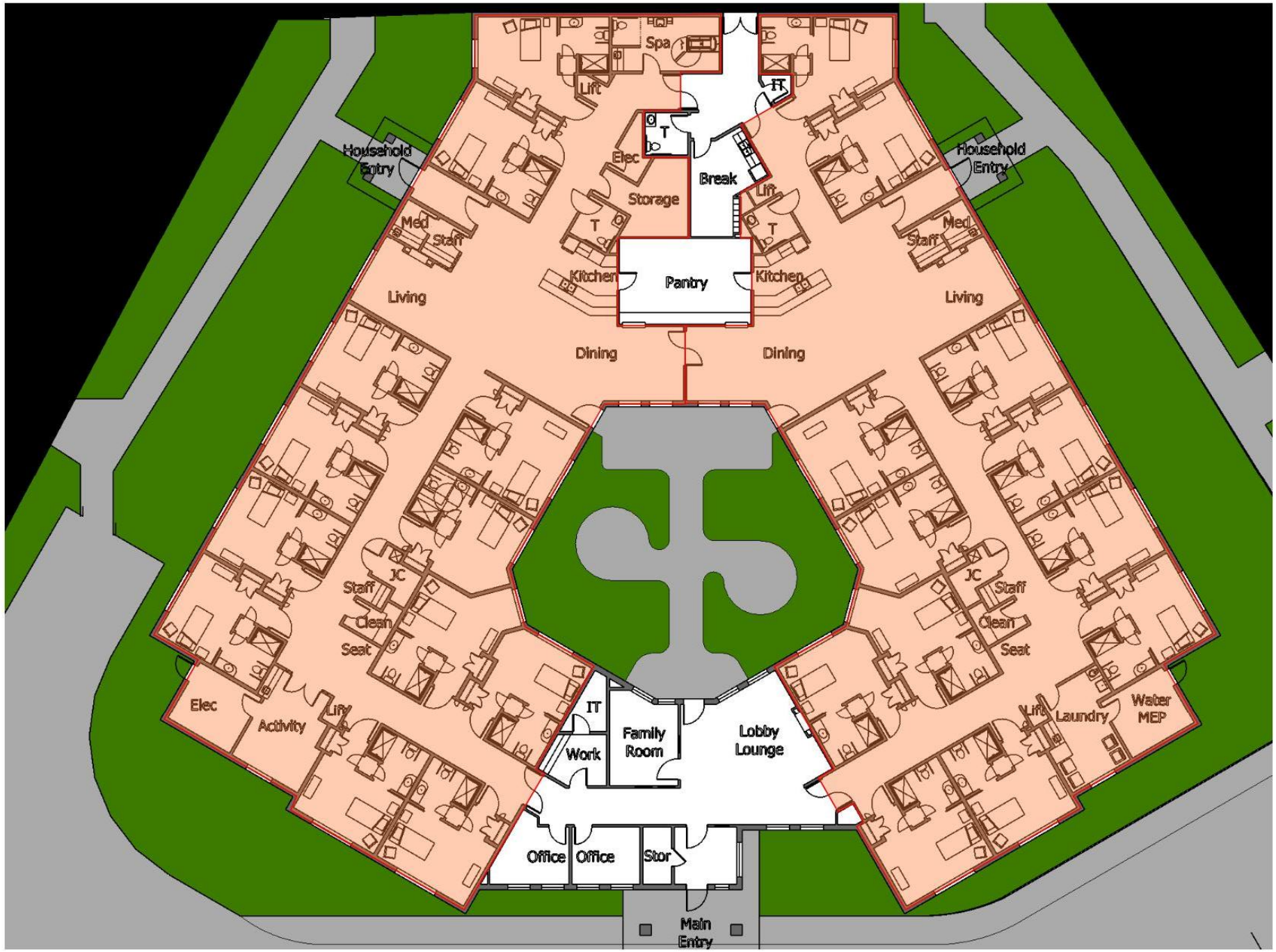

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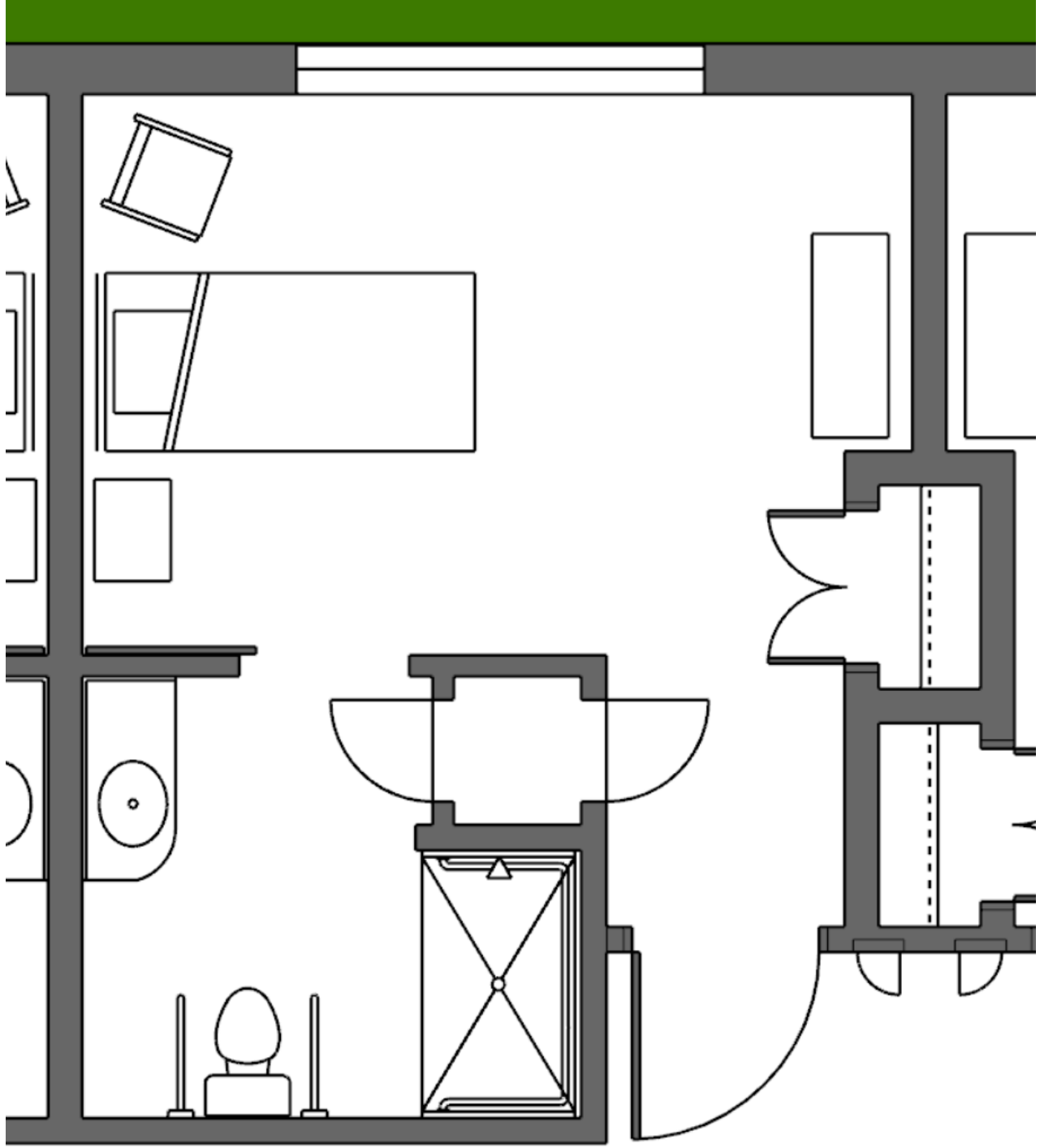
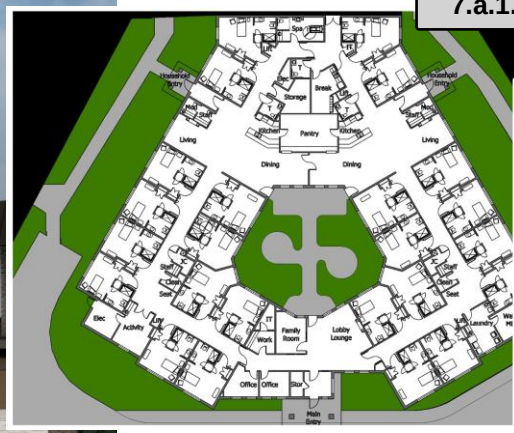


RENDERINGS

AG ARCHITECTURE
Bright Vision. Bold Communities.



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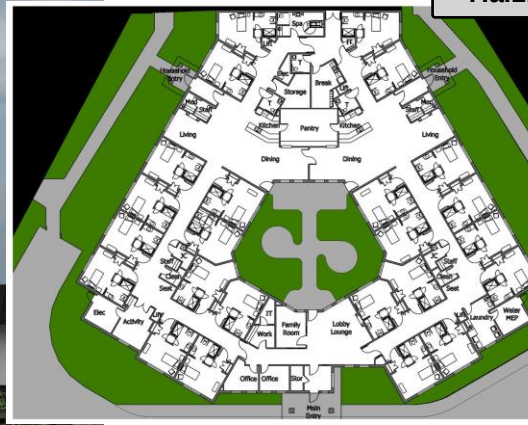

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Attachment: Ozaukee County RFP for A-E Services_Lasata CBRF_FINAL_4-18-2024

Attachment: Ozaukee County RFP for A-E Services_Lasata

Lasata Care Center

Potential CBRF Development

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INTRODUCTION

Management ("Management") of Lasata Care Center (the "Organization“ or “Lasata”) is in the process of conducting the preliminary analysis of a variety of strategies that it may choose to explore further (along with understanding the effect of changes in key assumptions on the operations of the Organization).

The planning dashboards and analyses included herein have been assembled from information provided by and reviewed by Management and are intended to provide a framework and analysis of the anticipated financial performance of the Organization, including the estimated impact of a number of strategic options and or strategies. The scenarios and analyses included herein are not intended to be a complete analysis of all factors impacting the future financial performance of the Organization. **These analyses are intended for the internal use of the Organization and should not be read by or relied on by other third-party users for any purpose.**

The scenarios are based on assumptions concerning the impact of key assumptions and strategies on future financial performance. The assumptions disclosed herein, while not all-inclusive, are those that Management believes are significant to assess the anticipated financial performance of strategies and are key factors upon which the future financial results depend. In our presentation we may include prepared projected financial statements or the partial presentation of prepared financial projections (the “Prepared Projections"). The Prepared Projections omit the summary of significant accounting policies and may be in the form of a partial presentation that may omit balance sheets or statements of cash flows, and do not purport to be presented in accordance with Generally Accepted Accounting Principles. We have not compiled or examined any of the financial data utilized in the analyses and the Prepared Projections and express no assurance of any kind on it. Furthermore, even if the assumptions disclosed herein were to materialize, there will be differences between projected and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.

Attachment: Ozaukee County RFP for A-E Services_Lasata

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Attachment: Ozaukee County RFP for A-E Services_Lasata

Master Planning Project Assumptions

We'll get you there.

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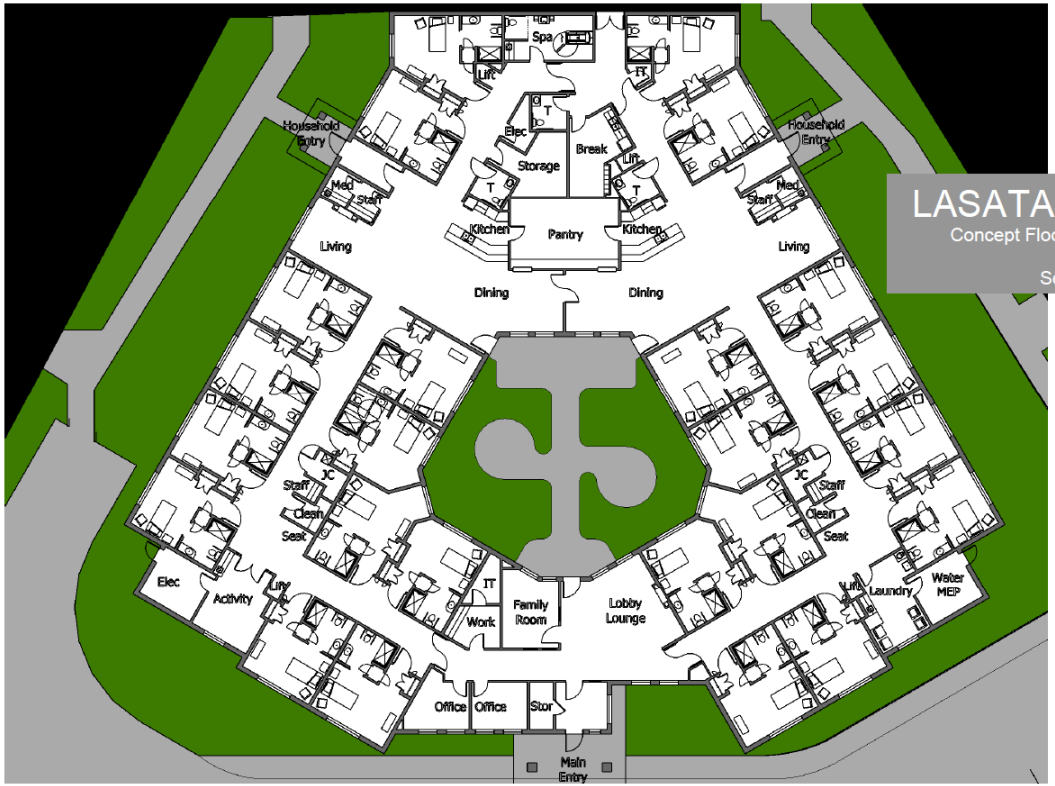
Concept Design



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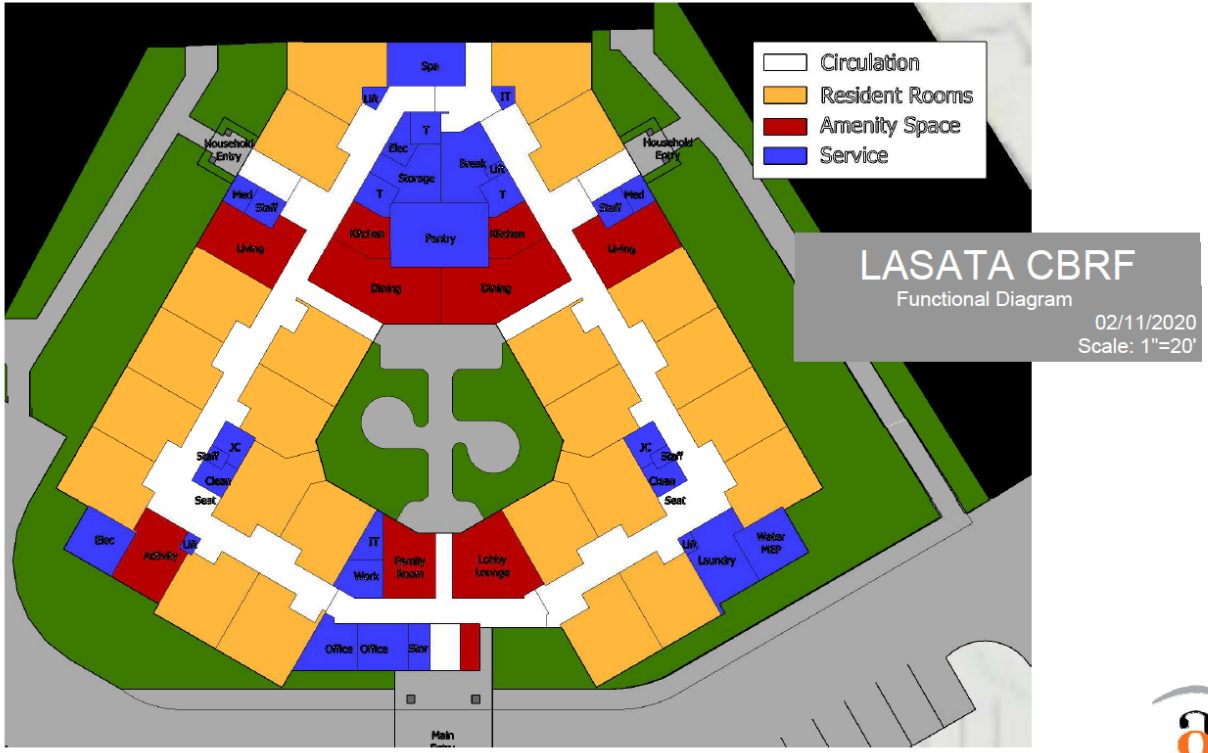
Concept Design



- 24 CBRF licensed resident rooms
- Amenity Space
- Service Space

Attachment: Ozaukee County RFP for A-E Services_Lasata

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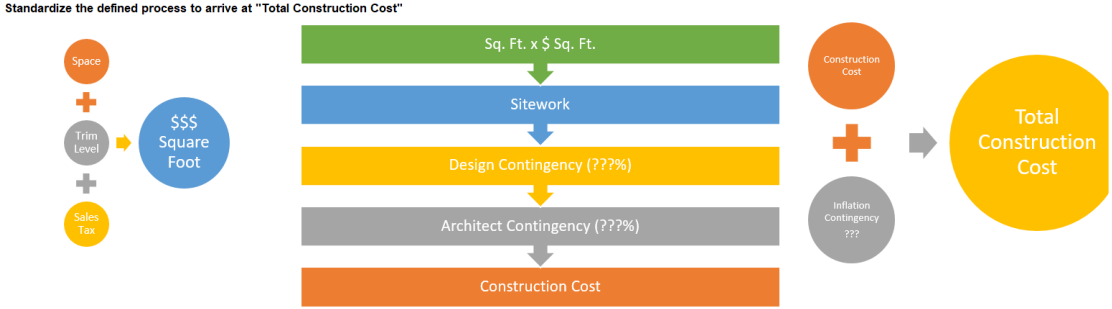
Project Cost Summary

ALTIUS BUILDING COMPANY

Lasata CBRF Budget 2.14.2020

DESCRIPTION	CBRF
Sitework	$ 358,294
Concrete	$ 254,053
Masonry	$ 104,720
Metals	$ 47,218
Wood & Plastics	$ 623,060
Moisture & Thermal Protection	$ 196,260
Doors & Windows	$ 237,100
Drywall	$ 145,160
Acoustical Ceiling	$ 35,200
Flooring Allowance	$ 111,345
Painting	$ 54,435
Miscellaneous & Appliances	$ 136,205
Conveying Systems	NOT INCLUDED
Fire Protection	$ 77,116
Plumbing	$ 181,450
HVAC	$ 453,625
Electrical	$ 221,450
Construction Surveying Allowance	$ 10,000
Construction Materials Testing Allowance	$ 10,000
Winter Conditions Allowance	$ 25,000
Temporary Electrical Consumption Allowance	$ 25,000
Temporary Heat & Equipment Allowance	$ 50,000
Dehumidification Allowance	$ 5,000
Permit Allowance	$ 11,738
General Requirements	$ 269,874
SUBTOTAL	$ 3,643,302
Impact Fees	
Construction Management Fee 3.00%	$ 109,299
Preconstruction Fee	$ 10,000
Payment and Performance Bond 0.95%	$ 34,611
	$ 3,797,212
Contingency (5%)	$ 189,861
TOTAL COST	**$ 3,987,073**
Gross Area (GSF)	18,145
Cost Per GSF	$219.73



The construction cost was verbally updated in December 2022 to add $350,000 without impact to project contingencies.

Project to be funded with cash.

Total construction cost $4,337,073

Attachment: Ozaukee County RFP for A-E Services_Lasata

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Project Modeling Assumptions

☑	Assisted Living Addition	24	<< Units			Debt Issued (incl. cap int)	$ -
						Cost of Capital	4.50%
	Starting Date	4/1/2023	Occupancy	95%		Equity	$ 4,337
	Const. Mo.	18	Months to Fill	12		Term	40
	Escalation Factor	0.00%	Monthly Service Fee - AL	6,400		Financing Costs	1.00%
	Const. Cost Adj.	0.0% | $	Profit Margin - AL	40%			

Operating expense assumptions:

- Operating expenses are estimated to be 60% of revenue.
- In the initial model these are illustrated as wages, however a full staffing model will be developed in the next phases.
- It is expected that a portion of the operating expenses will be classified as dietary, supplies and other operating expenses.

Attachment: Ozaukee County RFP for A-E Services_Lasata

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Project Operating Margin

Income Statement
Years Ending December 31

($ in Thousands)	2025	2026	2027	2028	2029	2030
OPERATING REVENUES						
Independent Living	-	-	-	-	-	-
Assisted Living	1,036	1,971	2,030	2,091	2,154	2,218
Skilled Nursing	-	-	-	-	-	-
Home Health	-	-	-	-	-	-
Amortization of Entrance Fees	-	-	-	-	-	-
Other Income	-	-	-	-	-	-
Adult Day Health	-	-	-	-	-	-
Not Used	-	-	-	-	-	-
0	-	-	-	-	-	-
Total Operating Revenues	1,036	1,971	2,030	2,091	2,154	2,218
Operating Revenue % Change						
Dues - Membership % of Revenue						
OPERATING EXPENSES						
Labor and Benefit Expense	622	1,182	1,218	1,254	1,292	1,331
Non Labor Expense	-	-	-	-	-	-
Real Estate Taxes	-	-	-	-	-	-
Management Fee	-	-	-	-	-	-
Lease Expense	-	-	-	-	-	-
Allocated Corporate Expenses	-	-	-	-	-	-
Other Expense	-	-	-	-	-	-
Total Non Capital Expenses	622	1,182	1,218	1,254	1,292	1,331
Operating EBIDA	415	788	812	836	861	887
Depreciation	157	161	165	169	173	177
Amortization of Issuance Costs	-	-	-	-	-	-
Amortization of Bond (Premium) Discount	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Total Operating Expenses	778	1,343	1,383	1,423	1,465	1,507
Operating Margin	258	628	647	668	689	711
Operating Margin %						

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Project Cash Flow

($ in Thousands)	2025	2026	2027	2028	2029	2030
CASH FLOWS FROM OPERATIONS						
Change in Unrestricted Net Assets	74	450	491	535	582	631
Add: Depreciation	157	161	165	169	173	177
Bond Issuance Amortization	-	-	-	-	-	-
Amortization of Premium (Discount)	-	-	-	-	-	-
Net Working Capital Needs (Sources)	(11)	(10)	(1)	(1)	(1)	(1)
Amortization of Entrance Fees	-	-	-	-	-	-
Net Cash Received Entrance Fees	-	-	-	-	-	-
Initial Cash Received Entrance Fees	-	-	-	-	-	-
Adjustments to Net Cash Flows: Strategies	-	-	-	-	-	-
Net Cash Flows from Operations	220	601	655	703	754	807
CASH FLOWS FROM INVESTING ACTIVITIES						
Capitalized Property & Equipment	-	-	-	-	-	-
Routine	(61)	(63)	(65)	(67)	(69)	(69)
With Construction Funded in 2014 YE	-	-	-	-	-	-
Projects	-	-	-	-	-	-
Existing Construction Funds Used	-	-	-	-	-	-
Other Changes in Noncurrent Assets & Liabilities	-	-	-	-	-	-
Net Cash Flows from Investing Activities	(61)	(63)	(65)	(67)	(69)	(69)
CASH FLOWS FROM FINANCING ACTIVITIES						
Existing Long Term Debt	-	-	-	-	-	-
Project Long Term Debt	-	-	-	-	-	-
Proceeds from New Long Term Debt	-	-	-	-	-	-
Net Transfers (to) from Project Funds	-	-	-	-	-	-
Payment of Financing Costs	-	-	-	-	-	-
Funds Transferred to Debt Reserve Funds	-	-	-	-	-	-
Net Cash Flows from Financing Activities	-	-	-	-	-	-
Total Net Change in Cash and Reserves	159	538	591	637	685	738

Attachment: Ozaukee County RFP for A-E Services_Lasata

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May 3, 2024

Request for Proposals for Architectural and Engineering Services for Construction of a Community Based Residential Facility (CBRF) at the County-Owned Lasata Senior Living Campus in Cedarburg, WI

ADDENDUM #1

Response to Questions:

1) What are the construction administration expectations related to A/E for this project? Items 4-7 indicate documents through bidding, but no mention of CA work.

Answer: The already selected Construction Manager as Advisor (CM) will take the lead in the administration of construction, preparing all necessary bid documents for solicitation of construction contracts in consultation with the County and architect. Throughout construction, the CM will provide an on-site superintendent, provide cost and schedule updates and forecasts to the County and architect, and will review/process the applications for payment from contractors, and change orders as well as lead construction progress meetings. The architect will work in consultation with the CM and County, handling RFI's, construction bulletins, shop drawings, punch list, and compliance walk though.

2) Is our proposal to include civil engineering, landscape design, interior design, food service design, low voltage design or any other consultants/sub-contractors not listed?

Answer: It is expected that the selected a/e will have the capabilities to determine civil engineering requirements, such as site grading, parking, connecting of utilities, water/sewer, electrical/gas, etc., either on staff or provided by consultant in your proposal. Landscape design and interior design are required. No specialized food service design is required, or low voltage design is required.

3) The RFP states that the A/E firm is to provide for site preparation and utilities. Can you clarify what, specifically, is meant by that?

Answer: Specifically, this refers to ensuring that the location of gas and/or electric utilities to the existing building are accounted for in construction design, and planned to be moved through coordination with WE Energies, if required prior to construction. There are no known environmental remediation requirements or underground issues on the proposed site.

Attachment: Ozaukee County Lasata CBRF - A-E RFP Addendum #1_5-3-2024 (Award of Architectural & Engineering Services for Lasata CBRF)

Attachment: Ozaukee County Lasata CBRF - A-E RFP Addendum #1_5-3-2024 (Award of Architectural & Engineering Services for Lasata CBRF)

4) Can you confirm that every individual, regardless of role and including consultants (i.e. project manager, designer, draftsperson) who will work on the project is to be listed along with their hourly rate and experience in tables 5G and 6A/B? Will invoices be verified against that list such that if we use a different drafter at a different rate we would have a problem? Relative to the table, we assume 'task' means discipline such as architecture, structure, mechanical, electrical, plumbing and so on?

Answer: Yes, please include the hourly rate and experience for all individuals and/or consultants. This will primarily be used to evaluate the proposals, using price/cost analysis, as well as be used if there are any required change orders in architect and engineering services. Invoices will be reviewed, but this is a lump sum contract, and the fee proposal should reflect that.

5) What is the construction timeline projected in the schedule provided in the RFP?

Answer: The County's goal would be to go out to bid for construction in fall of 2024, and have all construction contractors under contract no later than 12/31, 2024 at the latest, due to ARPA funding requirement. Goal is to complete construction by the end of Summer 2025.

6) What type of CBRF license will this building need to meet?

Answer: The CBRF will comply with Ch. 50 Uniform Licensure of the Wisconsin State Statutes, regarding care and service residential facilities. Licensing will likely be under DHS 83.04, a Class C semi-ambulatory, with over 21 residents.

7) Will the building have anything to do with Memory Care?

Answer: CBRF is to primarily provide assisted living, with memory care to be evaluated further.

8) Is there a food prep kitchen located elsewhere within the existing buildings that will support the Serving Kitchens shown?

Answer: No, the final site has yet to be determined and there will not be a plan for shared food services.

9) Will there be drawings available of the existing building?

Answer: Yes, electronic drawings and floorplans are available.

10) What is the zoning/approval process within Cedarburg?

Answer: The Lasata Senior Living Campus is located in the City of Cedarburg, and all zoning requirements and approvals should be confirmed by the architect with the City of Cedarburg. https://www.cityofcedarburg.wi.gov/planning

11) Is the entire study document available or will it be available if awarded the project?

Answer: Additional CBRF study materials can be found here: Lasata-Care-Center-CBRF-Development-Study-and-CB-Presentation-2023 (ozaukee.wi.us)

12) What Civil Engineer have been involved in the campus in the past?

Answer: A/E services were provided for Lasata Campus projects in 2009 by Plunket Raysich Architects, and by Horty Elving & Associates in 2014.

13) Are there any LEED/Sustainable requirements as part of the project?

Answer: No, there are no LEED requirements for this project, nor will LEED certification be pursued. Although, keeping in mind sustainable energy in the design is important to the County, and the use of LEED-AP architects is certainly welcome.

14) Should a Food Service Consultant be included in our team?

Answer: No food service consultant is required.

Attachment: Ozaukee County Lasata CBRF - A-E RFP Addendum #1_5-3-2024 (Award of Architectural & Engineering Services for Lasata CBRF)

Health and Human Services Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **May 28, 2024**
DEPARTMENT: **Lasata Campus**
DIRECTOR: **Barton Smith**
PREPARER: **Christine Kuemmerlein**

Agenda Summary Lasata Campus Monthly Reports

ATTACHMENTS:

- Campus reports April 2024 (PDF)

HEALTH AND HUMAN SERVICES COMMITTEE

Lasata Care Center

April 2024 Monthly Report

Barton Smith

Payor Mix Days	Current Month Actual AVG	YTD actual AVG	Budget
Medicare/MC	18	16	20
Private	28	30	23
Medicaid	35	32	42
Total	81	78	85

Payor Mix	Current Month Actual	YTD actual	Budget
Medicare/MC	22%	21%	24%
Private	35%	38%	27%
Medicaid	43%	41%	49%

Organization and Operations Focus

Website/Logo

Staffing/employee

Agency use.

Open positions.

New RD/Retirement 45 yrs service

Regulatory Updates

Mandatory staffing rule phase in.

Rns on all shifts. 3.48 PPD minimum (RN, LPN, CNAs)

Survey Prep

Campus Projects and initiatives:

Camera installation on all units

CBRF RFPs

Campus Financials:

Attachment: Campus reports April 2024 (Lasata Campus Monthly Reports)

LASATA HEIGHTS MONTHLY REPORT
April 2024
Kristen Sonnenberg, Director of Senior Apartments

Census:

- April census – 57 rented apartments
  - Move ins:
    - Two move ins at the very end of April (205 and 305)
    - One scheduled move in for 5/1 (210)
    - One Scheduled move in for 5/18 (218)
    - Three scheduled move ins for 6/1 (114, 206, 320)
    - One scheduled move in for 7/1 (110)
  - Move outs:
    - Two Tenants gave notice for 4/30 (114, 218)
    - 1 Tenant gave notice for 5/31 (110)

Available apartments: 212 (A unit)

Tours:

- There were 8 tours in the month of April.
  - 1 tour went on the waiting list for a D unit
  - 4 tours signed rental agreements
  - 1 tour was a return tour and still undecided
  - 2 tours are touring other places and still deciding
- Waiting List- 19 applicants on the waiting list:
  - 19 applicants are waiting for a B, C or D unit (not currently available)

Misc:

- Work continues to repair the lights by the entrance on Wauwatosa Rd.
- The old Reading Room has been revamped to include a big screen tv, sitting area and a game table

Attachment: Campus reports April 2024 (Lasata Campus Monthly Reports)

Lasata Crossings Monthly Report

April 2024

Submitted by: Laurel Bath

- **Census:** As of today, the total census is 61. The group consists of 56 Tenants paying privately, 5 are utilizing Family Care.
  - There are 7 open apartments.
    - 6-1 Bedroom apartments
    - 0-2 Bedroom apartment
    - 1 Family Care Studio Apartment (due to tenant passing away)

- **Admission/Discharges:**
  - 10 Tours were done in April
  - Admissions:
    - 5 Admissions-For April
    - 4 scheduled admission for May
    - 2 planned admissions for June
  - Discharges:
    - There was 1 discharge in April; tenant passed away in the Hospital
    - There will be 2 discharges in May. One Respite returning home; the other will be admitted to Lasata Care Center on Hospice.

Open Staff Positions:

- There are ZERO open positions at the Crossings. The cook that was hired is working out great. The three Personal Care Workers are training and will be doing their Medication Audits and will be working on their own by the end of May

- **Waiting List:**
- There are 7 individuals on the waiting list for Family Care Studio apartments. There is a planned admission to the FC Studio; she is coming to us from Lasata Heights.
- There are 8 individuals (this includes 1 couple) on our waiting list for one- and two-bedroom apartments. Upon last call to check in with them 2 of these individuals we were not able to reach and they may be removed.
- There are 8 individuals on the inactive list. This includes 1 couple.

  - ***Wait List:*** *Application and $500 fee (refundable) on file*
  - ***Inactive List:*** *Name on list; application complete and refundable fee on file but they prefer we not contact them.*
  - ***Current residents and tenants on campus do not submit a waitlist fee.***

Attachment: Campus reports April 2024 (Lasata Campus Monthly Reports)

Ozaukee County Committee Report

Enterprise Fund Lasata Care Center

For the Four Months Ending Tuesday, April 30, 2024

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Public Charges for Services	$1,142,910	$4,490,763	$13,291,606	$8,800,843	33.79%
Interest Revenue	$1	$5	-	($5)	0.00%
Other Revenue	$4,811	$21,290	$859,650	$838,360	2.48%
Total Revenues	**$1,147,722**	**$4,512,058**	**$14,151,256**	**$9,639,198**	**31.88%**
Expenditures					
Salaries	$537,009	$2,165,324	$7,733,143	$5,567,819	28.00%
Fringe Benefits	$159,709	$708,115	$2,549,451	$1,841,336	27.78%
Travel/Training	-	$275	$12,000	$11,725	2.29%
Supplies	$53,287	$171,258	$508,148	$336,890	33.70%
Purchased Services	$246,087	$818,933	$1,891,265	$1,072,332	43.30%
Interdepartment Charges	$21,320	$85,795	$515,076	$429,281	16.66%
Depreciation	$65,250	$261,000	$828,000	$567,000	31.52%
Debt Service	-	$65,631	$50,800	($14,831)	129.19%
Other Expenses	$44,982	$196,242	$678,767	$482,525	28.91%
Total Operating Expenditures	**$1,127,644**	**$4,472,573**	**$14,766,650**	**$10,294,077**	**30.29%**
Capital Outlay					
Equipment & Furniture	$4,689	$58,820	$90,000	$31,180	65.36%
Buildings & Land	-	$2,326	$45,000	$42,674	5.17%
Contra	-	-	($135,000)	($135,000)	0.00%
Total Capital Outlay	**$4,689**	**$61,146**	**-**	**($61,146)**	**0.00%**
Total Expenditures	**$1,132,333**	**$4,533,719**	**$14,766,650**	**$10,232,931**	**30.70%**
Other Finance (Sources)	-	-	($615,394)	($615,394)	0.00%
Net Other Financing Sources/Uses	**-**	**-**	**($615,394)**	**($615,394)**	**0.00%**
Net Increase (Decrease)	**$15,389**	**($21,661)**	**-**	**$21,661**	**0.00%**

Equity:

Attachment: Campus reports April 2024 (Lasata Campus Monthly Reports)

Ozaukee County Committee Report

Enterprise Fund Lasata Heights

For the Four Months Ending Tuesday, April 30, 2024

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Public Charges for Services	$94,506	$373,114	$1,153,542	$780,428	32.35%
Other Revenue	-	$183	$1,091	$908	16.77%
Total Revenues	**$94,506**	**$373,297**	**$1,154,633**	**$781,336**	**32.33%**
Expenditures					
Salaries	$20,551	$81,837	$249,010	$167,173	32.86%
Fringe Benefits	$8,449	$41,144	$114,825	$73,681	35.83%
Travel/Training	-	-	$1,000	$1,000	0.00%
Supplies	$442	$19,510	$74,980	$55,470	26.02%
Purchased Services	$19,248	$64,686	$268,016	$203,330	24.14%
Interdepartment Charges	$1,015	$4,554	$15,583	$11,029	29.22%
Depreciation	$18,377	$73,508	$223,000	$149,492	32.96%
Other Expenses	$2,483	$18,516	$51,786	$33,270	35.75%
Total Operating Expenditures	**$70,565**	**$303,755**	**$998,200**	**$694,445**	**30.43%**
Capital Outlay					
Buildings & Land	-	$8,256	$45,000	$36,744	18.35%
Contra	-	-	($45,000)	($45,000)	0.00%
Total Capital Outlay	**-**	**$8,256**	**-**	**($8,256)**	**0.00%**
Total Expenditures	**$70,565**	**$312,011**	**$998,200**	**$686,189**	**31.26%**
Other Finance Uses	-	-	$156,433	$156,433	0.00%
Net Other Financing Sources/Uses	**-**	**-**	**$156,433**	**$156,433**	**0.00%**
Net Increase (Decrease)	**$23,941**	**$61,286**	**-**	**($61,286)**	**0.00%**

Equity:

Attachment: Campus reports April 2024 (Lasata Campus Monthly Reports)

Ozaukee County Committee Report

Enterprise Fund Lasata RCAC

For the Four Months Ending Tuesday, April 30, 2024

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Public Charges for Services	$275,167	$1,030,548	$3,182,784	$2,152,236	32.38%
Other Revenue	$75	$680	$8,000	$7,320	8.50%
Total Revenues	**$275,242**	**$1,031,228**	**$3,190,784**	**$2,159,556**	**32.32%**
Expenditures					
Salaries	$93,623	$364,841	$1,047,364	$682,523	34.83%
Fringe Benefits	$30,268	$152,885	$405,503	$252,618	37.70%
Travel/Training	-	-	$1,000	$1,000	0.00%
Supplies	$15,265	$52,891	$176,650	$123,759	29.94%
Purchased Services	$24,768	$106,342	$379,375	$273,033	28.03%
Interdepartment Charges	$4,211	$17,336	$56,477	$39,141	30.70%
Depreciation	$30,287	$121,148	$365,900	$244,752	33.11%
Debt Service	-	$62,338	$173,425	$111,087	35.95%
Other Expenses	$8,256	$28,902	$126,129	$97,227	22.91%
Total Operating Expenditures	**$206,678**	**$906,683**	**$2,731,823**	**$1,825,140**	**33.19%**
Capital Outlay					
Equipment & Furniture	-	-	$15,000	$15,000	0.00%
Buildings & Land	-	-	$30,000	$30,000	0.00%
Contra	-	-	($45,000)	($45,000)	0.00%
Total Expenditures	**$206,678**	**$906,683**	**$2,731,823**	**$1,825,140**	**33.19%**
Other Finance Uses	-	-	$458,961	$458,961	0.00%
Net Other Financing Sources/Uses	**-**	**-**	**$458,961**	**$458,961**	**0.00%**
Net Increase (Decrease)	**$68,564**	**$124,545**	**-**	**($124,545)**	**0.00%**

Equity:

Attachment: Campus reports April 2024 (Lasata Campus Monthly Reports)

Health and Human Services Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **May 28, 2024**
DEPARTMENT: **Veterans Service**
DIRECTOR: **Kevin Johnson**
PREPARER: **Kevin Johnson**

Agenda Summary Veterans Services Report

ATTACHMENTS:

- 2024 Ozaukee County Committee Report. PnL Actual to Amended Budget.APR (PDF)

HEALTH AND HUMAN SERVICES COMMITTEE

Ozaukee County Committee Report

General Fund Veterans Services

For the Four Months Ending Tuesday, April 30, 2024

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Prior YTD Actual	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues						
Intergovernmental Revenues	$33,478	-	-	$20,000	$20,000	0.00%
Public Charges for Services	$430	-	$410	$1,500	$1,090	27.33%
Interest Revenue	$295	$104	$398	$50	($348)	796.00%
Other Revenue	$200	-	-	-	-	0.00%
Total Revenues	**$34,403**	**$104**	**$808**	**$21,550**	**$20,742**	**3.75%**
Expenditures						
Salaries	$35,721	$12,793	$51,658	$167,194	$115,536	30.90%
Fringe Benefits	$16,680	$4,981	$21,390	$53,929	$32,539	39.66%
Travel/Training	$2,069	$618	$2,050	$10,800	$8,750	18.98%
Supplies	$50	$4,372	$6,330	$1,100	($5,230)	575.45%
Purchased Services	$749	$264	$926	$3,690	$2,764	25.09%
Interdepartment Charges	$2,464	$626	$2,533	$8,716	$6,183	29.06%
Grants	$1,150	-	-	$5,000	$5,000	0.00%
Other Expenses	$6,205	-	$4,956	$7,500	$2,544	66.08%
Total Operating Expenditures	**$65,088**	**$23,654**	**$89,843**	**$257,929**	**$168,086**	**34.83%**
Capital Outlay						
Total Expenditures	**$65,088**	**$23,654**	**$89,843**	**$257,929**	**$168,086**	**34.83%**
Net Increase (Decrease)	**($30,685)**	**($23,550)**	**($89,035)**	**($236,379)**	**($147,344)**	**37.67%**
Equity:						
Due To / Due From	($30,664)	($23,551)	($89,035)	-	$89,035	0.00%

Attachment: 2024 Ozaukee County Committee Report. PnL Actual to Amended Budget.APR (Veterans Services Report)

Health and Human Services Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **May 28, 2024**
DEPARTMENT: **Public Health**
DIRECTOR: **Kim Buechler**
PREPARER: **Tyler Quaas**

Agenda Summary Increase of Revenue Budget Amendment Wisconsin Department of Natural Resources 2024 Wisconsin Beach Monitoring Program Grant

BACKGROUND INFORMATION: The Health Department was granted $10,665 from the Department of Natural Resources to implement the 2024 Wisconsin Beach Monitoring Program, with expenses to be incurred throughout the beach season between Memorial Day and Labor day of 2024 and being reimbursed by the DNR at the end of the season. The department plans to use these funds for necessary beach testing supplies, maintenance on vehicles used for driving between beaches, and staff time to complete in-house testing, to ensure that water quality determinations are conducted promptly and according to DNR standards.

ANALYSIS: The dollars were allocated to assure health departments have the infrastructure to support Environmental Health work. The WOPHD intends to spend the dollars to support infrastructure improvements and sustainability.

FISCAL IMPACT: $10,665

Balance Current Year: $10,665

Next Year's Estimated Cost: $0

FUNDING SOURCE:

County Levy: $0

Non-County Levy: $10,665

Indicate source: Wisconsin Department of Natural Resources

RECOMMENDED MOTION: Approve

ATTACHMENTS:

- Beach 2024 Budget Amendment (PDF)
- Beach Grant Contract (PDF)

HEALTH AND HUMAN SERVICES COMMITTEE

Budget Amendment Request Committee Approval Form

Resolution No: _____

Period Transfer Recorded: _____

TO: Finance Committee

FROM: Public Health Department
Department Name

Date of Request: 5/28/2024

Type of Budget Amendment (check one)

Increase of Revenue:	X
Fund Transfer:	
Supplemental Appropriations:	

Debit / Expense				Credit / Revenue			
Acct #	204-2-06-51101-000	$ 7,428		A/C #	204-2-06-42335-000	$ 10,665	
	-	/ -			-	/ -	
	Pre-request Account's Budget	/ Changed To			Pre-request Account's Budget	/ Changed To	
Cost Ctr & A/C Desc	Grants - Salaries & Wages			Cost Ctr & A/C Desc	Grants - Beach Testing Grant		
Acct #	204-2-06-52002-000	$ 937		A/C #		$ -	
	-	/ -			-	/ -	
	Pre-request Account's Budget	/ Changed To			Pre-request Account's Budget	/ Changed To	
Cost Ctr & A/C Desc	Grants - Travel/Mileage			Cost Ctr & A/C Desc			
Acct #	204-2-06-53101-000	$ 2,300		A/C #		$ -	
	-	/ -			-	/ -	
	Pre-request Account's Budget	/ Changed To			Pre-request Account's Budget	/ Changed To	
Cost Ctr & A/C Desc	Grants - Office Supplies			Cost Ctr & A/C Desc			
Acct #		$		A/C #		$ -	
	-	/ -			-	/ -	
	Pre-request Account's Budget	/ Changed To			Pre-request Account's Budget	/ Changed To	
Cost Ctr & A/C Desc				Cost Ctr & A/C Desc			
Acct #		$		A/C #		$ -	
	-	/ -			-	/ -	
	Pre-request Account's Budget	/ Changed To			Pre-request Account's Budget	/ Changed To	
Cost Ctr & A/C Desc				Cost Ctr & A/C Desc			
Acct #		$ -		A/C #		$ -	
	-	/ -			-	/ -	
	Pre-request Account's Budget	/ Changed To			Pre-request Account's Budget	/ Changed To	
Cost Ctr & A/C Desc				Cost Ctr & A/C Desc			
	Total Debits:	10,665			Total Credits:	10,665	

Reason for Request (Be Specific). Also fill out Support Document for County Board.

The Health Department was granted $10,665 from the Department of Natural Resources to implement the 2024 Wisconsin Beach Monitoring Program, with expenses to be incurred throughout the beach season between Memorial Day and Labor day of 2024 and being reimbursed by the DNR at the end of the season. The department plans to use these funds for necessary beach testing supplies, maintenance on vehicles used for driving between beaches, and staff time to complete in-house testing, to ensure that water quality determinations are conducted promptly and according to DNR standards.

Attachment: Beach 2024 Budget Amendment (INC REV Beach)

Department Head Signature

TYPE IN Oversight Committee Chairperson's Name

Oversight Committee Members

Date of Meeting

Finance Committee Members

Date of Meeting

Date Amended: _____

Budget Amended By: _____

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AGREEMENT BETWEEN
WISCONSIN DEPARTMENT OF NATURAL RESOURCES
AND
WASHINGTON OZAUKEE COUNTY HEALTH DEPARTMENT

THIS AGREEMENT is entered into by and between the State of Wisconsin Department of Natural Resources (Department) and Washington Ozaukee County Health Department (Agency) for the purpose of implementing the Wisconsin Beach Monitoring Program in Ozaukee County.

FOR AND IN CONSIDERATION of the terms and conditions contained in this agreement the above-named parties agree:

1. PERIOD OF AGREEMENT: This agreement shall commence upon its signing by both parties and continue until October 31, 2024, during which period all performance as described in this agreement shall be fully completed to the satisfaction of the Department. The Agency is eligible for expenses incurred after April 1, 2024.

2. CANCELLATION: The Department reserves the right to cancel this agreement in whole or in part, without penalty, due to non-appropriation of funds or for failure of the Agency to comply with terms, conditions, and specifications of this agreement.

3. ENTIRE AGREEMENT; AMENDMENTS: This agreement, together with the specifications in the bid request (if any) and referenced parts and amendments, shall constitute the entire agreement and previous communications or agreements pertaining to this agreement are hereby superseded. Any agreement revisions including cost adjustments and time extensions may be made only by a written amendment to this agreement, signed by both parties prior to the ending date of this agreement.

4. ASSIGNMENT SUBCONTRACTS: Neither this agreement nor any right or duty in whole or in part by the Agency under this agreement may be assigned, delegated or subcontracted without the written consent of the Department. If upon the written consent of the Department this agreement or any right or duty in whole or in part is assigned, the Assignee(s) shall expressly agree to assume and perform all relevant obligations expressed under the terms of this agreement and be bound by the terms and conditions of this agreement. Assignment in whole or in part of this agreement does not absolve the Agency of any liability or obligation expressed and agreed to hereunder.

5. DESCRIPTION OF WORK: The Agency agrees to perform the services to the satisfaction of the Department as described in the attached Scope of Work.

Attachment: Beach Grant Contract (INC REV Beach)

6. AGENCY CONTACTS: All communications regarding this agreement will be made through the designated agency contacts. The designated contacts are:

Agency - Hannah Kuehn, Business Manager
Washington Ozaukee County Health Department
121 W. Main Street
P.O. Box 994
Port Washington, WI 53074
262-284-8182
hannah.kuehn@washozwi.gov

Chris Berg, Environmental Health
262-335-4462
Chris.berg@washozwi.gov

Abby Freeland, Sanitarian
262-335-4462
abigail.freeland@washozwi.gov

WDNR - Diane Packett, Office of Great Waters
Wisconsin Department of Natural Resources
Office of Great Waters, OGW/3
P.O. Box 7921
Madison, WI 53707
608-640-7511
DNRBeachHealth@wisconsin.gov

7. TERMINATION:

A. This agreement may be terminated in whole, or in part, in writing by the Department in the event of substantial failure of the Agency to fulfill its obligation under this agreement, provided, that the Department shall give the Agency not less than thirty (30) days written notice (delivered by certified mail, return receipt requested) of intent to terminate and an opportunity for consultation prior to termination.

B. If termination is effected by the Department, an equitable adjustment in the price provided for in this agreement shall be made. Any payment due to the Agency at the time of termination may be adjusted to the extent of any additional costs occasioned to the Department by reason of the Agency's default. The equitable adjustment for any termination shall provide for payment to the Agency for services rendered and expenses incurred prior to the termination, in addition to termination settlement costs reasonably incurred by the Agency relating to commitments which had become firm prior to the termination.

C. Upon receipt of a termination action pursuant to paragraph A above, the Agency shall (1) promptly discontinue all services affected (unless the notice directs otherwise); (2)

Attachment: Beach Grant Contract (INC REV Beach)

terminate all subcontracts to the extent that they relate to the performance of work terminated by the Department, and (3) deliver or otherwise make available to the Department, all data, reports, estimates, summaries, and such other information and materials as may have been accumulated by the Agency in performing this agreement, whether completed or in process.

D. Upon termination pursuant to paragraph A. above, the Department may take over the work and prosecute the same to completion by agreement with another party or otherwise and the Agency is liable for any excess costs for such similar work or services.

E. The rights and remedies of the Department and the Agency provided in this clause are in addition to any other rights and remedies provided by law or under this agreement.

8. PAYMENT: The Department agrees to reimburse the Agency up to a total of **$10,665** for the costs identified in the attached Scope of Work. A billing by the Agency shall be made at the end of the agreement period for the actual net costs incurred for review and acceptance. Final invoices must be submitted to the Department, **no later than November 30, 2024.** The Agency is eligible for expenses incurred starting April 1, 2024. Invoices and completed expenditure report provided by DNR should be sent to (Email preferred):

DnrOgwInvoices@wisconsin.gov AND DNRBeachHealth@wisconsin.gov

Or mail to: Wisconsin Department of Natural Resources
Attn: Melissa Lake & Diane Packett – OGW/3
P.O. Box 7921
Madison, WI 53707

9. RECORDS; ACCESS: The Agency shall, for a period of three (3) years after completion and acceptance by the Department, maintain books, records, documents, and other evidence directly pertinent to performance on work under this agreement in accordance with generally accepted accounting principles and practices. The Agency shall also maintain the financial information and data used in the preparation or support of the cost submission in effect on the date of execution of this agreement and a copy of the cost summary submitted to the Department. The Department, U.S Environmental Protection Agency, their agents and their duly authorized representatives, shall have access to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Agency shall provide proper facilities for such access and inspection. In addition, those records which relate to any dispute, appeal or litigation, or the settlement of claims arising out of such dispute, performance, or costs or items to which an audit exception has been taken, shall be maintained and made available until three years after the date of resolution of such dispute, appeal, litigation, claim or exception.

10. INDEPENDENT AGENCY: The Agency is an Independent Agency for all purposes and is not an employee or agent of the Department.

11. INDEMNIFICATION: The Agency agrees to save, keep harmless, defend and indemnify the State of Wisconsin, Department of Natural Resources and all its officers, employees and agents, against any and all liability, claims and costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this agreement or omissions of Agency's employees, agents or representatives.

12. INSURANCE: The Agency performing services for the State of Wisconsin shall:
   A. Maintain worker's compensation insurance or self-insure for all employees engaged in the work.
   B. Maintain commercial liability and property damage insurance or equivalent protection against any claim(s) which might occur in carrying out this agreement/contract. Minimum coverage shall be one million dollars ($1,000,000) liability for bodily injury and property damage including products liability and completed operations. Provide motor vehicle insurance for all owned, non-owned and hired vehicles that are used in carrying out the agreement. Minimum coverage shall be one million dollars ($1,000,000) per occurrence combined single limit for automobile liability and property damage.
   C. Provide an insurance certificate indicating this coverage, counter-signed by an insurer licensed to do business in Wisconsin, covering the period of the agreement/contract. The insurance certificate is required to be presented prior to the issuance of the purchase order or before commencement of the agreement.
   D. The state reserves the right to require higher or lower limits where warranted.

13. NONDISCRIMINATION: In connection with the performance of work under this agreement, the Agency agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in section 51.01(5), Wis. Stats., sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the Agency further agrees to take affirmative action to ensure equal employment opportunities. The Agency agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the Department setting forth the provisions of this nondiscrimination clause. Failure to comply with the conditions of this clause may result in the Agency being declared an "ineligible" agency, termination of the agreement or withholding of payment.

14. AFFIRMATIVE ACTION: If this agreement is for an amount of fifty thousand dollars ($50,000) or more the Agency agrees to submit a written affirmative action plan to the Department within 15 business days after the agreement commences if an acceptable plan is not already on file with the State of Wisconsin. (An agency with an annual work force of fewer than fifty employees are exempted from this requirement.) Failure to comply with the conditions of this clause may result in the Agency being declared an "ineligible" agency, termination of the agreement or withholding of payment.

Attachment: Beach Grant Contract (INC REV Beach)

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15. GUARANTEED DELIVERY: Failure of the Agency to adhere to delivery schedules as specified or to promptly replace rejected materials shall render the Agency liable for all costs in excess of the agreement price when alternate procurement is necessary. Excess costs shall include the Department's administrative costs.

16. FUNDING SOURCE: This agreement is funded in part or wholly by grants from the U. S. Environmental Protection Agency , CFDA #66.472. This procurement will be subject to regulations contained in 2 CFR 200. Neither the United States nor the U. S. Environmental Protection Agency is a party to this agreement.

17. APPLICABLE LAW: This agreement shall be governed by the laws of the State of Wisconsin. The Agency shall at all times comply with all federal, state and local laws, ordinances, and regulations in effect during the period of this agreement.

18. ANTITRUST ASSIGNMENT: The Agency and the Department recognize that in actual economic practice, overcharges resulting from antitrust violations are in fact usually borne by the Department. Therefore, the Agency hereby assigns to the Department any and all claims for such overcharges as to goods, materials or services purchased in connection with this agreement.

19. PAYMENT TERMS AND INVOICING: Payment shall be considered timely if the payment is mailed, delivered, or transferred by the later of the following:

    A. The date specified on a properly completed invoice for the amount specified in the order or agreement, or

    B. Within thirty (30) days after receipt of a properly completed invoice or receipt and acceptance of the property or service under the order or agreement or within thirty (3) days after receipt of an improperly completed invoice or receipt and acceptance of the property or service under the order or agreement, whichever is later if the Department does not notify the sender of receipt of an improperly completed invoice within ten (10) working days after it receives the invoice of the reason it is improperly completed.

20. TAXES: The Department is required to pay the Wisconsin excise or occupation tax on its purchase of beer, liquor, wine, cigarettes, tobacco products, motor vehicle fuel and general aviation fuel. However, it is exempt from payment of all federal tax and Wisconsin sales or use tax on its purchases. The State of Wisconsin does not issue a tax exempt number for state agencies. The Department may be subject to other states' taxes on its purchases in that state depending on the laws and of that state. An agency performing construction activities are required to pay state use tax on the cost of materials.

21. TAX DELINQUENCY: An agency who have a delinquent Wisconsin tax liability may have their payments offset by the State of Wisconsin.

Attachment: Beach Grant Contract (INC REV Beach)

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22 ADDENDUM: Additional conditions are attached as Exhibit A, as part of the federal Grant Agreement No. CU-00E52814 funding this award. It is the responsibility of the agency to determine which, if any, of the Federal Administrative Conditions in Exhibit A may be relevant to the agency or their sub awards, and to apply them accordingly.

The undersigned, as representatives of their respective agencies, hereto agree to this agreement.

STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES

Date: 3/22/2024 | 12:18 PM CDT

By: DocuSigned by: 7A5DFE3497144B5...
Steven Little, Deputy Secretary

WASHINGTON OZAUKEE COUNTY
HEALTH DEPARTMENT

Date: _____

By: _____
Kim Buechler, Director

Attachment: Beach Grant Contract (INC REV Beach)

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2024 BEACH MONITORING SCOPE OF WORK
WASHINGTON OZAUKEE COUNTY HEALTH DEPARTMENT

DESCRIPTION OF WORK

The Wisconsin Beach Monitoring Program was developed in accordance with the current BEACH Act grant guidance, the federal grant that provides the funding for this work. The official beach season begins at the Memorial Day holiday weekend (May 24, 2024) and extends through Labor Day (September 3, 2024). The beach list was developed in consultation with the Washington Ozaukee County Health Department, the Parks and Recreation Bureau at WDNR, and public comments. The DNR Beach Program Coordinator should be notified promptly of any changes to the list or necessary reductions in the monitoring frequency (e.g. unsafe conditions).

The designated contacts are:

Agency - Hannah Kuehn, Business Manager
Washington Ozaukee County Health Department
121 W. Main Street
P.O. Box 994
Port Washington, WI 53074
262-284-8182
hannah.kuehn@washozwi.gov

Chris Berg, Environmental Health
262-335-4462
Chris.berg@washozwi.gov

Abby Freeland, Sanitarian
262-335-4462
abigail.freeland@washozwi.gov

DNR - Diane Packett, Wisconsin Beach Program Coordinator
Wisconsin Department of Natural Resources
Office of Great Waters, OGW/3
P.O. Box 7921
Madison, WI 53707
608-640-7511
DNRBeachHealth@wisconsin.gov

The Agency must participate in a manner to ensure that the following work is completed in a timely manner:

(1) Monitoring will occur at the following beaches at least at the minimum frequency using approved sampling techniques and analytical methods as specified in Wisconsin's BEACH Program Quality Assurance Project Plan. A minimum of 168 samples should be collected within the 14-week beach season if weather conditions and personal safety permit.

Ozaukee County Beaches

Beach Name	*Beach ID*	*Minimum Number of Samples*
Concordia University Beach	WI135037	1 x weekly
Harrington Beach State Park Beach – North	WI789237	2 x weekly (2 locations)
Harrington Beach State Park Beach – South	WI367981	2 x weekly (2 locations)
North Beach (Upper Lake Park) Beach	WI652173	1 x weekly
South Beach	WI517895	2 x weekly
Jay Rd	WI926427	Voluntary
Lions Den Gorge Nature Preserve	WI750163	Voluntary

Attachment: Beach Grant Contract (INC REV Beach)

Beach Name	*Beach ID*	*Minimum Number of Samples*
Pebble Beach Rd Ozaukee	WI727293	Voluntary
Sandy Beach Rd	WI944539	Voluntary
Silver Rd	WI922794	Voluntary
Virmond County Park	WI624360	Voluntary

(2) Sample collection will include *E. coli*, and at least the following routine sanitary survey parameters: water clarity (turbidity is optional addition), wave height, weather conditions (e.g. cloud cover, wind, etc.), water temperature, gull and other animal counts and algae on the beach and in the water. Data will be promptly entered into the Wisconsin Beach Health database each day where sample collection occurs.

(3) Performance of a full annual sanitary survey is reimbursable for each monitored beach, and for each non-monitored beach as approved in advance by the Department's BEACH Coordinator, up to the amount estimated by the jurisdiction prior to the start of beach season. In order for costs to be reimbursed, the report of survey results, including but not limited to the information requested by the EPA Full Annual Sanitary Survey, will be delivered to the Beach ProgramCoordinator before October 31, 2024.

(4) The Department may grant permission to analyze for *E. coli* by qPCR to supplement or to develop comparison relationships between results with the approved EPA culture methods provided that there is a beach-specific performance demonstration, the analyses are performed by a qualified laboratory, an acceptable plan for its use including a standard operating procedure is provided to the Department's Beach Program Coordinator and its use is acceptable to the Department and EPA.

(5) Sampling and analyses to investigate the source of the contamination are reimbursable, contingent upon the prior performance of a full annual sanitary survey. Requests and approvals should be obtained in advance and will be documented in writing.

(6) Nowcast development or implementation in accordance with "Best Practices for Operating and Maintaining Water Quality Nowcasts" (www.seagrant.wisc.edu/virtualbeach/#Guidance) is reimbursable. Operational Nowcast has been implemented as indicated in the table above. Decision criteria for using the Nowcast have been developed in collaboration with the Nowcast developer and written documentation provided to the Beach Program Coordinator. Decision criteria may be adjusted based on model performance. Any revisions to these criteria must be documented and submitted to the Beach Program Coordinator.

The Agent will implement beach management processes and procedures that optimize the use of Nowcasting, site-specific information and analytical monitoring with the goal of providing timely public notifications of beach conditions and minimizing decision errors about the beach status. Nowcasting or other site-specific information (e.g. sanitary survey information) may be used alone or in combination with monitoring to determine potential for exceedance of the water quality criteria. Nowcasting or re-sampling will be conducted as soon as is practical after receiving sample results of an exceedance at the advisory level. Advisory status decisions based on the Nowcast or other model will report this as the reason.

If an operational Nowcast is in place at a beach, decisions about public notifications may be based on the Nowcast alone. (e.g. an advisory or closure may be posted without sampling). Note that to maintain predictive capacity and the ability to verify calibration of the Nowcast, routine monitoring will be necessary so sampling schedule should not be biased to days when an exceedance is predicted.

If Nowcast or qPCR are operational at a beach and conflicting results obtained, the results will be interpreted by the beach manager based on experience at the beach, sanitary survey results, and potential for false positive or false negative.

Attachment: Beach Grant Contract (INC REV Beach)

(7) If traditional monitoring is the basis for declaring an advisory and circumstances do not warrant or permit resampling within 24 hours following an exceedance, then a beach advisory or closure will remain in place until next sampling event with the reason for closure listed as "Policy". If an operational Nowcast is in use for the beach, decision rules in place for assessing conditions from the Nowcast indicates improved conditions, and sanitary survey information or other experience at the beach supports the assessment of improved conditions, then the beach notification may be adjusted (reduced from closure to advisory or advisory to open) or be re-opened. Beach managers should resample as soon as practical/feasible following a beach closure.

(8) Any anticipated deviations from the scheduled sampling frequency should be discussed with the Beach Program Coordinator and must be explained in writing in advance of altering the schedule. Should a catastrophic event or natural disaster occur that necessitates closing a beach for an extended period, the Beach Program Coordinator should be notified as soon as practical so appropriate posting and notices can be arranged for the Beach Health website.

(9) Timely public notifications of beach conditions will include updating advisory status on the Beach Health web application and posting appropriate signs or colored flags at the beach. Additional public notification mechanisms or social media may be used at the discretion of the local community. Procedural modifications may be made in consultation with the Wisconsin Beach Program Coordinator. DNR will make a limited supply of signs available or provide templates for printing locally (see below).

(10) Nowcast water quality determinations and data entry of sample results (including sanitary survey parameters and voluntary monitoring) into the Beach Health Database will be conducted promptly. Nowcast results are expected to be entered no later than 10:30 am on the day they are generated. Sample results are expected to be entered on the day they are received but no later than 8:30 a.m. the following morning.

(11) Beach locational information (beginning and ending latitude and longitude) will be verified at beaches where monitoring is occurring. Changes to coordinates or beach lengths will be reported to the Beach Program Coordinator.

Budgeted Funds:

Expenditures	Description	Quantity	Unit	Cost/Unit	Sub.Total
Travel		1400	Miles	$0.67	**$937**
Analytical			Tests	$0.00	**$ -**
Laboratory Supplies	Colilert-18/Quanti-Trays/Q-T Comparator, Bacteria Bottles				**$2,300**
Labor	Sampling Staff Time	140	Hours	$31.84	**$4,458**
	Data Entry Time	40	Hours	$31.84	**$1,274**
	Other: Manager	40	Hours	$42.41	**$1,696**
Misc Supplies	Ice		Bags	$0.00	**$ -**
	Other: (Describe)			$0.00	**$ -**
Nowcast/Modeling				$0.00	**$ -**
Full Sanitary Survey of beaches				$0.00	**$ -**
Other: (Describe)				$0.00	**$ -**
				Estimate Cost for Reporting Period:	**$ 10,665**

Attachment: Beach Grant Contract (INC REV Beach)

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Final invoices must be submitted no later than November 30, 2024. *Report expenditures using electronic forms provided.* Costs incurred after April 1, 2024, for supplies and model calibration associated with the 2024 beach season may be eligible for reimbursement. If the work will be subcontracted out, copies of the contract and payment requests from the subcontractor must be provided. The subcontractor's payment request must include the information requested in the expenditure report form provided by DNR.

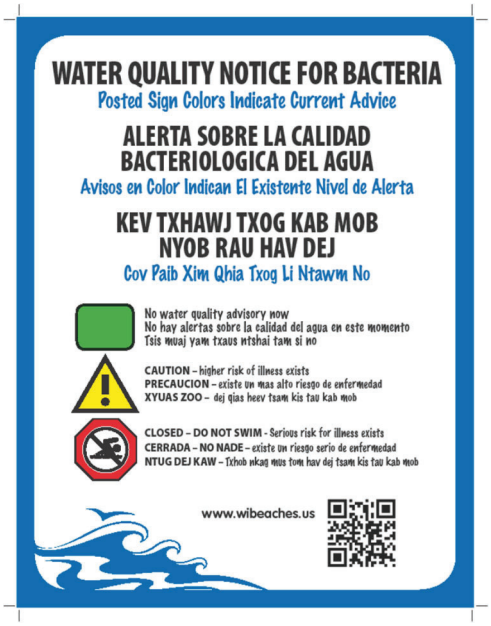
Expenses that are reported in the "Other" category should be confirmed with the Beach Program Coordinator. Beach restoration activities are not eligible expenses. Examples of BEACH grant related expenditures include but are not limited to:

- Supplies associated with sampling or analysis
- Sanitary survey activities and supplies
- Development of predictive models including calibration and validation
- Implementation of qPCR
- Travel expenses for Great Lakes Beach Association Conference
- Beach Workgroup meetings

Any special projects funded though BEACH Act grant should be attached to the Expenditure Report unless other arrangements are made with the Beach Program Coordinator.

Attachment: Beach Grant Contract (INC REV Beach)

Wisconsin Beach Program Signage



General sign describing possible levels of advisory. This sign is designed to be used at every monitored beach in conjunction with colored signs or flags

Green sign for use when the beach is open – Nowcast or E coli concentrations ≤ 235 CFU/100 mL

Yellow sign for use when E coli concentrations > 235 CFU/100 mL but < 1000 CFU/ 100 mL or other conditions that indicate health advice is needed

Red sign for use when the beach is closed – E coli concentrations > 1000 CFU/100 mL or unsafe swimming conditions exist

Attachment: Beach Grant Contract (INC REV Beach)

Administrative Conditions

General Terms and Conditions

The recipient agrees to comply with the current EPA general terms and conditions available at: https://www.epa.gov/grants/epa-general-terms-and-conditions-effective-october-1-2022-or-later.

These terms and conditions are in addition to the assurances and certifications made as a part of the award and the terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: https://www.epa.gov/grants/grant-terms-and-conditions#general.

A. Correspondence Condition

The terms and conditions of this agreement require the submittal of reports, specific requests for approval, or notifications to EPA. Unless otherwise noted, all such correspondence should be sent to the following email addresses:

Federal Financial Reports (SF-425): **rtpfc-grants@epa.gov** and **young.robert@epa.gov**
MBE/WBE reports (EPA Form 5700-52A): **Michael Tukes at tukes.michael@epa.gov and Robert Young at young.robert@epa.gov**
All other forms/certifications/assurances, Indirect Cost Rate Agreements, Requests for Extensions of the Budget and Project Period, Amendment Requests, Requests for other Prior Approvals, updates to recipient information (including email addresses, changes in contact information or changes in authorized representatives) and other notifications: **Michael Mora at** Mora.Michael@epa.gov **and Robert Young at young.robert@epa.gov**
Payment requests (if applicable): **Michael Mora at** Mora.Michael@epa.gov
Quality Assurance documents, workplan revisions, equipment lists, programmatic reports and deliverables: **Michael Mora at** Mora.Michael@epa.gov

B. Pre-Award Costs

In accordance with 40 CFR 35.113 Subpart A, the grantee may charge pre-award costs (both Federal and non-Federal matching shares) incurred from **7/1/2023** to the actual award date provided that such costs were contained in the approved application and all costs are incurred within the approved budget period.

Programmatic Conditions

Grant-Specific Programmatic Terms and Conditions

A. PERFORMANCE REPORTING AND FINAL PERFORMANCE REPORT

Performance Reports – Content

In accordance with 2 CFR 200.329, the recipient agrees to submit performance reports that include brief information on each of the following areas: 1) A comparison of actual

Attachment: Beach Grant Contract (INC REV Beach)

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accomplishments to the outputs/outcomes established in the assistance agreement work plan for the period; 2) The reasons why established outputs/outcomes were not met; and 3) Additional pertinent information, including, when appropriate, analysis and explanation of cost overruns or high-unit costs.

Additionally, the recipient agrees to inform EPA as soon as problems, delays, or adverse conditions which will materially impair the ability to meet the outputs/outcomes specified in the assistance agreement work plan are known.

Moreover the report must specifically address the previous year's beach season summarizing program activities, budget, and deliverables, including:

1. Summary of monitoring results and notification (beach action days) of the 2023 and 2024 beach season.
2. Consistency with beach program performance criteria including updates to and changes in the lists of beaches and the tiered monitoring plan.
3. Other deliverables specified in the workplan.

Performance Reports - Frequency

The recipient agrees to submit **annual** performance reports electronically to the EPA Project Officer within 90 days after the annual reporting period ends on 7*/1.* The recipient must submit the final performance report no later than 120 calendar days after the end date of the period of performance.

Data Submission

The recipient will provide by January 31 electronic submissions of monitoring and notification data for the previous year consistent with the recipient's data submission plan, EPA's *National Beach Guidance and Required Performance Criteria for Grants: 2014 Edition*, and instructions on https://www.epa.gov/beach-tech/submitting-beach-data-epa.

Subaward Performance Reporting

The recipient must report on its subaward monitoring activities under 2 CFR 200.332(d). Examples of items that must be reported if the pass-through entity has the information available are:

1. Summaries of results of reviews of financial and programmatic reports.

2. Summaries of findings from site visits and/or desk reviews to ensure effective subrecipient performance.

3. Environmental results the subrecipient achieved.

4. Summaries of audit findings and related pass-through entity management decisions.

5. Actions the pass-through entity has taken to correct deficiencies such as those specified at 2 CFR 200.332(e), 2 CFR 200.208 and the 2 CFR Part 200.339 Remedies for

Attachment: Beach Grant Contract (INC REV Beach)

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Noncompliance.

Note: EPA Project Officers may customize this reporting requirement based on programmatic information needs.

B. Cybersecurity Condition

State Grant Cybersecurity

(a) The recipient agrees that when collecting and managing environmental data under this assistance agreement, it will protect the data by following all applicable State law cybersecurity requirements.

(b) (1) EPA must ensure that any connections between the recipient's network or information system and EPA networks used by the recipient to transfer data under this agreement, are secure.

For purposes of this Section, a connection is defined as a dedicated persistent interface between an Agency IT system and an external IT system for the purpose of transferring information. Transitory, user-controlled connections such as website browsing are excluded from this definition.

If the recipient's connections as defined above do not go through the Environmental Information Exchange Network or EPA's Central Data Exchange, the recipient agrees to contact the EPA Project Officer (PO) and work with the designated Regional/Headquarters Information Security Officer to ensure that the connections meet EPA security requirements, including entering into Interconnection Service Agreements as appropriate. This condition does not apply to manual entry of data by the recipient into systems operated and used by EPA's regulatory programs for the submission of reporting and/or compliance data.

(2) The recipient agrees that any subawards it makes under this agreement will require the subrecipient to comply with the requirements in (b)(1) if the subrecipient's network or information system is connected to EPA networks to transfer data to the Agency using systems other than the Environmental Information Exchange Network or EPA's Central Data Exchange. The recipient will be in compliance with this condition: by including this requirement in subaward agreements; and during subrecipient monitoring deemed necessary by the recipient under 2 CFR 200.332(d), by inquiring whether the subrecipient has contacted the EPA Project Officer. Nothing in this condition requires the recipient to contact the EPA Project Officer on behalf of a subrecipient or to be involved in the negotiation of an Interconnection Service Agreement between the subrecipient and EPA.

C. QUALITY ASSURANCE

Authority: Quality Assurance applies to all assistance agreements involving environmental information as defined in 2 C.F.R. § 1500.12 Quality Assurance.

The recipient shall ensure that subawards involving environmental information issued under this agreement include appropriate quality requirements for the work. The recipient shall ensure sub-award recipients develop and implement **the** Quality Assurance (QA) planning

Attachment: Beach Grant Contract (INC REV Beach)

document**s** in accordance with this term and condition; and/or ensure sub-award recipients implement all applicable approved QA planning documents.

For Reference:

EPA QA/R-2: *EPA Requirements for Quality Management Plans* and EPA QA/R-5: *EPA Requirements for Quality Assurance Project Plans*; contain quality specifications for EPA and non-EPA organizations and definitions applicable to these terms and conditions.
EPA QA/G-5: *Guidance for Quality Assurance Project Plans*, Appendix C provides a QAPP Checklist.
EPA's Quality Program website has a list of QA managers, and Quality Specifications for non-EPA Organizations to do business with EPA.
The Office of Grants and Debarment Quality Assurance Requirements.

D. Geospatial Data Standards

All geospatial data created must be consistent with Federal Geographic Data Committee (FGDC) endorsed standards. Information on these standards may be found at https://www.fgdc.gov/.

E. Use of Logos

If the EPA logo is appearing along with logos from other participating entities on websites, outreach materials, or reports, it must **not** be prominently displayed to imply that any of the recipient or subrecipient's activities are being conducted by the EPA. Instead, the EPA logo should be accompanied with a statement indicating that the State of Wisconsin received financial support from the EPA under an Assistance Agreement. More information is available at: https://www.epa.gov/stylebook/using-epa-seal-and-logo#policy

F. Competency Policy

Competency of Organizations Generating Environmental Measurement Data

In accordance with Agency Policy Directive Number FEM-2012-02, Policy to Assure the Competency of Organizations Generating Environmental Measurement Data under Agency-Funded Assistance Agreements,

Recipient agrees, by entering into this agreement, that it has demonstrated competency prior to award, or alternatively, where a pre-award demonstration of competency is not practicable, Recipient agrees to demonstrate competency prior to carrying out any activities under the award involving the generation or use of environmental data. Recipient shall maintain competency for the duration of the project period of this agreement and this will be documented during the annual reporting process. A copy of the Policy is available online at https://www.epa.gov/sites/production/files/2015-03/documents/competency-policy-aaia-new.pdf or a copy may also be requested by contacting the EPA Project Officer for this award.

Attachment: Beach Grant Contract (INC REV Beach)

Health and Human Services Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **May 28, 2024**
DEPARTMENT: **County Clerk**
DIRECTOR: **Karen Niemuth**
PREPARER: **Tyler Quaas**

Agenda Summary Increase of Revenue Budget Amendment 2024 Lead in Water Testing and Remediation Initiative

BACKGROUND INFORMATION: The Health Department was granted a starting amount of $49,200 by DHS to initiate a lead-in-water testing and remediation partnership for licensed childcare and Early Head Start facilities in both counties. The Health Department will work to enroll childcare facilities in the Wisconsin Lead-in WTR Initiative in conjunction with our existing childhood lead poisoning campaign, providing informational materials for childcare staff and families about the dangers of childhood lead poisoning and offering free water testing (supplies provided by the State) for each facility as outlined in the attached scope of work. DHS agrees to reimburse the health department $1200 per facility to cover staff time for completion of water testing.

ANALYSIS: The health department set a goal in conjunction with DHS to register and complete testing for at least 50% of licensed facilities in Washington and Ozaukee Counties (41 facilities, equivalent to $49,200). If additional facilities agree to participate, additional funds can be requested at a later date. The health department is currently requesting approval to add the anticipated revenue for 50% of licensed facilities, to be completed in 2024.

FISCAL IMPACT: $49,200

Balance Current Year: $49,200

Next Year's Estimated Cost: $0

FUNDING SOURCE:

County Levy: $0

Non-County Levy: $49,200

Indicate source: WI DHS

RECOMMENDED MOTION: Approve

ATTACHMENTS:

- Lead in Water Grant Budget Amendment (PDF)
- DHS Lead In Water Agreement (PDF)

HEALTH AND HUMAN SERVICES COMMITTEE

Budget Amendment Request Committee Approval Form

Resolution No: _____

Period Transfer Recorded: _____

TO: **Finance Committee**

FROM: **Public Health Department** (Department Name)

Date of Request: **5/28/2024**

Type of Budget Amendment (check one)

Increase of Revenue:	X
Fund Transfer:	
Supplemental Appropriations:	

Debit / Expense			Credit / Revenue		
Acct #	204-1-01-51101-000	$ 49,200	A/C #	204-1-01-49302-000	$ 49,200
	- / -			- / -	
	Pre-request Account's Budget / *Changed To*			*Pre-request Account's Budget* / *Changed To*	
Cost Ctr & A/C Desc	Salaries		Cost Ctr & A/C Desc	Other Revenue	
Acct #	-	$	A/C #	-	$ -
	- / -			- / -	
	Pre-request Account's Budget / *Changed To*			*Pre-request Account's Budget* / *Changed To*	
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		
Acct #	-	$	A/C #	-	$ -
	- / -			- / -	
	Pre-request Account's Budget / *Changed To*			*Pre-request Account's Budget* / *Changed To*	
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		
Acct #	-	$	A/C #	-	$ -
	- / -			- / -	
	Pre-request Account's Budget / *Changed To*			*Pre-request Account's Budget* / *Changed To*	
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		
Acct #	-	$	A/C #	-	$ -
	- / -			- / -	
	Pre-request Account's Budget / *Changed To*			*Pre-request Account's Budget* / *Changed To*	
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		
Acct #	-	$ -	A/C #	-	$ -
	- / -			- / -	
	Pre-request Account's Budget / *Changed To*			*Pre-request Account's Budget* / *Changed To*	
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		
	Total Debits:	49,200		Total Credits:	49,200

Reason for Request (Be Specific). Also fill out Support Document for County Board.

The Health Department was granted a starting amount of $49,200 by DHS to initiate a lead-in-water testing and remediation partnership for licensed childcare and Early Head Start facilities in both counties. The Washington Ozaukee Public Health Department will work to enroll childcare facilities in the Wisconsin Lead-in WTR Initiative, providing informational materials for staff and families about the dangers of childhood lead poisoning and offering free water testing (supplies provided by the State) for each facility as outlined in the attached scope of work. DHS agrees to reimburse the department $1200 per facility to cover staff time for testing. The health department set a goal in conjunction with DHS to register and complete testing for at least 50% of licensed facilities in Washington and Ozaukee Counties (41 facilities, equivalent to $49,200). If additional facilities agree to participate, additional funds can be requested at a later date.

Department Head Signature

TYPE IN Oversight Committee Chairperson's Name

Oversight Committee Members

Finance Committee Members

Date of Meeting

Date of Meeting

Date Amended: _____

Budget Amended By: _____

Attachment: Lead in Water Grant Budget Amendment (INC REV Lead Testing)

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Wisconsin Department of Health Services
Contract Centralization Legal Review

Agreement Number: **435100-G24-LeadTestRem-28**

Bureau of Procurement and Contracting (BPC) Review:

☒ This agreement uses a BPC template with Office of Legal Counsel (OLC) approved language.

☐ This agreement uses intergovernmental cooperative purchasing.

OLC Review Required:

☐ This agreement does not use a BPC template with Office of Legal Counsel (OLC) approved language or uses a BPC template with requested language changes.

Description:
Please indicate any information that will help the OLC reviewer recall the result of the review of this document.

Office of Legal Counsel (OLC) Review and Approval:

☒ This agreement has been reviewed for form and approved by the Wisconsin Department of Health Services Office of Legal Counsel.

DocuSigned by:
Cody Wagner
31F480248CBC464...

Name: Cody Wagner
Title: Office of Legal Counsel

5/13/2024
Date Signed

Revision: 8/2/2022 (previous versions obsolete)

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Bureau of Procurement and Contracting
Procurement Authority Review
(Not required for CARS/GEARS agreements)

Submitting division: DPH

Division submitter: Madelyn Reinagel

Procurement authority:

☐ Request for Bid (provide solicitation#):
☐ Request for Proposal (provide solicitation#):
☐ Request for Services
☐ Waiver (provide waiver#):
☐ Simplified Bid
☐ Interagency
☒ Grant exemption (provide GE#): 31
☐ Other (describe):

Appropriation (if applicable): 15000

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Attachment: DHS Lead In Water Agreement (INC REV Lead Testing)

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GRANT AGREEMENT
between the
State of Wisconsin Department of Health Services
and
Washington Ozaukee Public Health Department
for
Lead-in-Water Testing and Remediation Initiative

DHS Grant Agreement No.: 435100-G24-LeadTestRem-28
DPH Contract No.: 64090
Agreement Amount: $49,200
Agreement Term Period: 04/01/2024 to 09/30/2024

DHS Division: Division of Public Health
DHS Grant Administrator: Madelyn Reinagel
DHS Telephone: 608-266-0381
DHS Email: madelyn.reinagel@dhs.wisconsin.gov

Grantee Grant Administrator: Hannah Kuehn
Grantee Telephone: 262-284-8170
Grantee Email: Hannah.kuehn@washozwi.gov
Grantee Unique Entity Identifier (UEI) Name:
Grantee Unique Entity Identifier (UEI) Number:
Grantee Supplier ID: 0000071937

DHS and the Grantee acknowledge that they have read the Agreement and the attached documents, understand them and agree to be bound by their terms and conditions. Further, DHS and the Grantee agree that the Agreement and the exhibits and documents incorporated herein by reference are the complete and exclusive statement of agreement between the parties relating to the subject matter of the Agreement and supersede all proposals, letters of intent or prior agreements, oral or written and all other communications and representations between the parties relating to the subject matter of the Agreement. DHS reserves the rights to reject or cancel Agreements based on documents that have been altered. This Agreement becomes null and void if the time between the earlier dated signature and the later dated signature exceeds sixty (60) days, unless waived by DHS.

State of Wisconsin **Department of Health Services**	**Grantee** Entity Name: _____
Authorized Representative	Authorized Representative
Name: _____	Name: Kim Buechler
Title: _____	Title: Director/Health Officer
Signature: _____	Signature: _____
Date: _____	Date: _____

Attachment: DHS Lead In Water Agreement (INC REV Lead Testing)

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1. DEFINITIONS

Words and terms will be defined by their ordinary and usual meanings. Unless negotiated otherwise by the parties, where capitalized, the following words and terms will be defined by the meanings indicated. The meanings are applicable to the singular, plural, masculine, feminine and neuter of the words and terms.

Agency: an office, department, agency, institution of higher education, association, society or other body in State of Wisconsin government created or authorized to be created by the Wisconsin State Constitution or any law, which is entitled to expend monies appropriated by law, including the Legislature and the courts.

Assistance Listing: refers to the publicly available listing of Federal assistance programs managed and administered by the General Services Administration, formerly known as the Catalog of Federal Domestic Assistance (CFDA), pursuant to 2 C.F.R. § 200.1.

Business Associate: pursuant to 45 C.F.R. § 160.103, a business associate includes:

(i) A health information organization, e-prescribing gateway, or other person that provides data transmission services with respect to protected health information to a covered entity and that requires access on a routine basis to such protected health information.

(ii) A person that offers a personal health record to one or more individuals on behalf of a covered entity.

(iii) A subcontractor that creates, receives, maintains, or transmits protected health information on behalf of the business associate.

Business Day: any day on which the State of Wisconsin is open for business, generally Monday through Friday unless otherwise specified in this Agreement.

Confidential Information: all tangible and intangible information and materials being disclosed in connection with this Agreement, in any form or medium without regard to whether the information is owned by the State of Wisconsin or by a third party, which satisfies at least one (1) of the following criteria: (i) Personally Identifiable Information; (ii) Protected Health Information under HIPAA, 45 C.F.R. § 160.103; (iii) non-public information related to DHS' employees, customers, technology (including databases, data processing and communications networking systems), schematics, specifications, and all information or materials derived therefrom or based thereon; or (iv) information expressly designated as confidential in writing by DHS. Confidential Information includes all information that is restricted or prohibited from disclosure by state or federal law.

Day: calendar day unless otherwise specified in this Agreement.

DHS: Department of Health Services.

Grant Administrator: individual(s) responsible for ensuring all steps in the grant administration process are completed, including drafting grant language, negotiating grant terms, and monitoring the granted entity's performance.

Personally Identifiable Information: an individual's last name and the individual's first name or first initial, in combination with and linked to any of the following elements, if that element is not publicly available information and is not encrypted, redacted, or altered in any manner that renders the element unreadable: (a) the individual's Social Security number; (b) the individual's driver's license number or state identification number; (c) the number of the individual's financial account, including a credit or debit card account number, or any security code, access code, or password that would permit access to the individual's financial account; (d) the individual's DNA profile; or (e) the individual's unique biometric data, including fingerprint, voice print, retina or iris image, or any other unique physical representation, and any other information protected by state or federal law.

Protected Health Information (PHI): health information, including demographic information, created, received, maintained, or transmitted in any form or media by the Business Associate, on behalf of the Covered Entity, where such information relates to the past, present, or future physical or mental health or condition of an individual, the

Attachment: DHS Lead In Water Agreement (INC REV Lead Testing)

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provision of health care to an individual, or the payment for the provision of health care to an individual, that identifies the individual or provides a reasonable basis to believe that it can be used to identify an individual.

Publicly Available Information: any information that an entity reasonably believes is one of the following: a) lawfully made widely available through any media; b) lawfully made available to the general public from federal, state, or local government records or disclosures to the general public that are required to be made by federal, state, or local law.

2. ORDER OF PRECEDENCE

This Agreement and the following documents incorporated by reference into the Agreement constitute the entire agreement of the parties and supersedes all prior communications, representations or agreements between the parties, whether oral or written. Any conflict or inconsistency will be resolved by giving precedence in the following descending order:

1. The Business Associate Agreement (BAA) if applicable.
2. The terms of this Agreement.
3. Any and all exhibits or appendices to this Agreement.

3. PARTIES

This is a grant agreement between the state agency responsible for overseeing the coordination and integration of social service programs and the Grantee listed below.

A. The Wisconsin State Agency is: The State of Wisconsin Department of Health Services (DHS).
DHS' principal business address is: 1 West Wilson Street, Room 139, Madison, Wisconsin 53703.

B. The Grantee is: Washington Ozaukee Public Health Department
The Grantee's principal business address is: 121 W Main Street., PO Box 994

4. PURPOSE AND SCOPE

This Grant Agreement (Agreement) and Exhibit(s) describe the terms and conditions under which the Grantee receives an award from DHS to carry out part of a state and/or federal program.

The Grantee agrees to provide goods and/or care and services consistent with the purposes and conditions of the objectives that it has agreed to attain within the Agreement period as referred to in the attached exhibit(s).

4.1 **List of Exhibits**
Exhibit 1: Scope of Work

5. CONTACT INFORMATION

DHS Grant Administrator
Grant Administrator Name: **Madelyn Reinagel**
Telephone**: 608-266-0381**
Email: **madelyn.reinagel@dhs.wisconsin.gov**

Grantee Grant Administrator
Grant Administrator Name: **Hannah Kuehn**
Telephone**: 262-284-8170**
Email: **hannah.kuehn@washozwi.gov**

DHS will mail legal notices to the Grantee's Grant Administrator at the address identified in Section 3, unless otherwise notified by the Grantee.

6. PAYMENT FOR GRANT AWARD

Invoices presented for payment must be submitted in accordance with instructions contained on the purchase order including reference to purchase order number and submittal to the correct address for processing.

Attachment: DHS Lead In Water Agreement (INC REV Lead Testing)

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A. *Prompt Payment Law*: DHS shall pay properly submitted Supplier invoices within thirty (30) days of receipt, providing that the services to be provided to DHS have been delivered, rendered, or installed (as the case may be), and accepted as specified in this Agreement and all documents incorporated herein by reference. A good faith dispute in regard to an invoice creates an exception to prompt payment pursuant to Wis. Stat. § 16.528
B. *State Tax Exemption*: DHS is exempt from payment of Wisconsin sales or use tax on all purchases.
C. *Payment Offsets for Grantee's Delinquency*: The State of Wisconsin may offset payments made to the Grantee under this Agreement in an amount necessary to satisfy a certified or verifiable delinquent payment owed to the State or any state or local unit of government. DHS reserves the right to cancel this Agreement as provided in Agreement Cancellation, if the delinquency is not satisfied by the offset or other means during the Agreement term.
D. *Refund of Credits*: DHS may request a refund of credits owed at any time. Grantee agrees to refund credits owed within sixty (60) days of DHS's request.

7. REPORTING

A. The Grantee shall comply with DHS' program reporting requirements as specified in the Scope of Work.
B. The required reports shall be forwarded to DHS Grant Administrator according to the schedule established by DHS.

8. FEDERAL AND STATE RULES AND REGULATIONS

A. The Grantee agrees to meet state and federal laws, rules, regulations, and program policies applicable to this Agreement.
B. The Grantee will act solely in its independent capacity and not as an employee of DHS. The Grantee shall not be deemed or construed to be an employee of DHS for any purpose.
C. The Grantee agrees to comply with Public Law 103-227, also known as the Pro-Children Act of 2001, which prohibits tobacco smoke in any portion of a facility owned, leased, or granted for or by an entity that receives federal funds, either directly or through the state, for the purpose of providing services to children under the age of 18.
D. Pursuant to 2021 Wisconsin Executive Order 122, use of state funds for conversion therapy is expressly disallowed. 'Conversion therapy' does not include: any practice or treatment that provides acceptance, support, or understanding to an individual, or any practice or treatment that facilitates an individual's coping, social support, or identity exploration and development, so long as such practices or treatments do not seek to change sexual orientation or gender identity; any practice or treatment that is neutral with regard to sexual orientation or gender identity and that seeks to prevent or address unlawful conduct or unsafe practices, or any practice or treatment that assists an individual seeking to undergo a gender transition or who is in the process of undergoing a gender transition.
E. Pursuant to 2023 Executive Order 184, grantee agrees it does not sell any products prohibited in the Order. In addition, grantee agrees that in fulfillment of its responsibilities under the Contract that no subcontractor relationship exists that would violate the prohibitions outlined in the Order.
F. If federally funded, pursuant to 2 C.F.R. §200.322, the requirements of 2 C.F.R. §200.322 must be included in this award. The following clauses are hereby incorporated into this Contract and are enforceable as if restated herein in their entirety by reference to the following link: https://www.govregs.com/regulations/title2_chapterII_part200_subpartD_subjgrp29_section200.322

9. AFFIRMATIVE ACTION

Pursuant to 2019 Wisconsin Executive Order 1, contractor agrees it will hire only on the basis of merit and will not discriminate against any persons performing a contract, subcontract or grant because of military or veteran status, gender identity or expression, marital or familial status, genetic information or political affiliation.

As required by Wisconsin's Contract Compliance Law, Wis. Stat. § 16.765 and Wis. Admin. Code § Adm 50.04, the Grantee must agree to equal employment and affirmative action policies and practices in its employment programs:

The Grantee agrees to make every reasonable effort to develop a balance in either its total workforce or in the project-related workforce that is based on a ratio of work hours performed by handicapped persons, minorities, and women

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except that, if the department finds that the Grantee is allocating its workforce in a manner which circumvents the intent of this chapter, the Department may require the Grantee to attempt to create a balance in its total workforce. The balance shall be at least proportional to the percentage of minorities and women present in the relevant labor markets based on data prepared by the Wisconsin Department of Workforce Development (DWD), the Office of Federal Contract Compliance Programs or by another appropriate governmental entity. In the absence of any reliable data, the percentage for qualified handicapped persons shall be at least 2% for whom a Grantee must make a reasonable accommodation.

The Grantee must submit an Affirmative Action Plan within fifteen (15) working days of the signed Agreement. Exemptions exist, and are noted in the Instructions for Grantees posted on the following website under DOA-3021P: https://doa.wi.gov/Pages/SBOPForms.aspx.

The Grantee must submit its Affirmative Action Plan or request for exemption from filing an Affirmative Action Plan to:

Department of Health Services
Division of Enterprise Services
Bureau of Procurement and Contracting
Affirmative Action Plan/CRC Coordinator
1 West Wilson Street, Room 672
P.O. Box 7850
Madison, WI 53707
dhscontractcompliance@dhs.wisconsin.gov

10. CIVIL RIGHTS COMPLIANCE

As required by Wis. Stat. § 16.765, in connection with the performance of work under this Agreement, the Grantee agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in Wis. Stat. § 51.01(5), sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the Grantee further agrees to take affirmative action to ensure equal employment opportunities. The Grantee agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

The Grantee must file a Civil Rights Compliance Letter of Assurance (CRC LOA) for the current compliance period, within fifteen (15) working days of the effective date of the Agreement. If the Grantee employs fifty (50) or more employees and receives at least $50,000 in funding, the Grantee must complete a Civil Rights Compliance Plan (CRC Plan) unless the grantee meets one of the limited exceptions. The current Civil Rights Compliance Requirements and all appendices are hereby incorporated by reference into this Agreement and are enforceable as if restated herein in their entirety. The Civil Rights Compliance Requirements, including the CRC LOA form and the template and instructions for the CRC Plan can be found at https://www.dhs.wisconsin.gov/civil-rights/requirements.htm or by contacting:

Department of Health Services
Civil Rights Compliance
Attn: Civil Rights Compliance Officer
1 West Wilson Street, Room 651
P.O. Box 7850
Madison, WI 53707-7850
Telephone: (608) 267-4955 (Voice)
711 or 1-800-947-3529 (TTY)
Fax: (608) 267-1434
Email: DHSCRC@dhs.wisconsin.gov

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The CRC Plan must be kept on file by the Grantee and made available upon request to any representative of DHS. Civil Rights Compliance Letters of Assurances should be sent to:

Department of Health Services
Division of Enterprise Services
Bureau of Procurement and Contracting
Affirmative Action Plan/CRC Coordinator
1 West Wilson Street, Room 672
P.O. Box 7850
Madison, WI 53707
dhscontractcompliance@dhs.wisconsin.gov

The Grantee agrees to cooperate with DHS in any complaint investigations, monitoring or enforcement related to civil rights compliance of the Grantee or its Subgrantee(s) under this Agreement. DHS agrees to coordinate with the Grantee in its efforts to comply with the Grantee's responsibilities under these nondiscrimination provisions.

11. CONFIDENTIAL, PROPRIETARY, AND PERSONALLY IDENTIFIABLE INFORMATION

In connection with the performance of the work prescribed in this Agreement, it may be necessary for DHS to disclose to the Grantee certain information that is considered to be confidential, proprietary, or containing Personally Identifiable Information (Confidential Information). The Grantee shall not use such Confidential Information for any purpose other than the limited purposes set forth in this Agreement, and all related and necessary actions taken in fulfillment of the obligations herein. The Grantee shall hold all Confidential Information in confidence, and shall not disclose such Confidential Information to any persons other than those directors, officers, employees, and agents who have a business-related need to have access to such Confidential Information in furtherance of the limited purposes of this Agreement and who have been apprised of, and agree to maintain, the confidential nature of such information in accordance with the terms of this Agreement.

The Grantee shall institute and maintain such security procedures as are commercially reasonable to maintain the confidentiality of the Confidential Information while in its possession or control including transportation, whether physically or electronically. DHS may conduct a compliance review of the Grantee's security procedures to protect Confidential Information under Section 18 (Audits) of this Agreement.

The Grantee shall ensure that all indications of confidentiality contained on or included in any item of Confidential Information shall be reproduced by the Grantee on any reproduction, modification, or translation of such Confidential Information. If requested by DHS, the Grantee shall make a reasonable effort to add a proprietary notice or indication of confidentiality to any tangible materials within its possession that contain Confidential Information of DHS, as directed.

The Grantee or its employees and Subgrantees will not reuse, sell, make available, or make use in any format the data researched or compiled for this Agreement for any venture, profitable or not, outside this Agreement.

The restrictions herein shall survive the termination of this Agreement for any reason and shall continue in full force and effect and shall be binding upon the Grantee or its agents, employees, successors, assigns, Subgrantee, or any party claiming an interest in this Agreement on behalf of or under the rights of Grantee following any termination. Grantee shall advise all of their agents, employees, successors, assigns and Subgrantee which are engaged by the State of the restrictions, present and continuing, set forth herein. Grantee shall defend and incur all costs, if any, for actions that arise as a result of noncompliance by Grantee, its agents, employees, successors, assigns and Subgrantee regarding the restrictions herein.

A. *Reporting to DHS*: Grantee shall immediately report within five (5) business days or less to DHS any use or disclosure of Confidential Information not provided for by this Agreement, of which it becomes aware, per state and federal requirements, as stated in any and all exhibits or appendices to this Agreement. Grantee shall cooperate with DHS' investigation, analysis, notification and mitigation activities, and shall be responsible for all costs incurred by DHS for those activities.
B. *Indemnification:* In the event of a breach of this section by Grantee, Grantee shall indemnify and hold harmless DHS and any of its officers, employees, or agents from any claims arising from the acts or omissions of the

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Grantee, and its Subgrantee, employees and agents, in violation of this section, including but not limited to, costs of credit monitoring and identity theft restoration coverage for one (1) year of coverage from the date the individual enrolls, of all persons whose Confidential Information was disclosed, disallowances or penalties from federal oversight agencies, and any court costs, expenses, and reasonable attorney fees, incurred by DHS in the enforcement of this section.

C. *Equitable Relief:* The Grantee acknowledges and agrees that the unauthorized use, disclosure, or loss of Confidential Information may cause immediate and irreparable injury to the individuals whose information is disclosed and to DHS, which injury will not be compensable by money damages and for which there is not an adequate remedy available by law. Accordingly, the parties specifically agree that DHS, in its own behalf or on behalf of the affected individuals, may seek injunctive or other equitable relief to prevent or curtail any such breach, threatened or actual, without posting security and without prejudice to such other rights as may be available under this Agreement or applicable law.

D. *Liquidated Damages:* The Grantee agrees that an unauthorized use or disclosure of Confidential Information may result in damage to the State's reputation and ability to serve the public interest in its administration of programs affected by this Agreement. Such amounts of damages which will be sustained are not calculable with any degree of certainty and thus shall be set forth herein. Assessment under this provision is in addition to other remedies under this Agreement and as provided in law or equity. DHS shall assess reasonable damages as appropriate and notify the Grantee in writing of the assessment. The Grantee shall automatically deduct any assessed damages from the next appropriate monthly invoice, itemizing the assessment deductions on the invoice. Liquidated Damages shall not exceed the following:
1. $1,000 for each individual whose Confidential Information was used or disclosed;
2. $2,500 per day for each day that the Grantee fails to substantially comply with the Corrective Action Plan under this Section

E. *HIPAA:* The Grantee **NOT** a "Business Associate" pursuant to the definition under the Health Insurance Portability and Accountability Act (HIPAA) and the regulations promulgated thereunder specifically 45 C.F.R. § 160.103. If the parties are Business Associates, then the parties shall comply with DHS' Business Associate Agreement.

If the Grantee is a Business Associate, the Grantee agrees to comply with the Health Insurance Portability and Accountability Act, Public Law 104-191 and with the Standards for Privacy and Security of Individually Identifiable Health Information, 45 C.F.R. Parts 160 and 164 applicable to Business Associates. As defined herein, "Business Associate" shall mean the Grantee and Subgrantee and agents of the Grantee that receive, use or have access to protected health information under this Agreement and "Covered Entity" shall mean the State of Wisconsin, Department of Health Services**.**

In agreements for the provision of services, activities, or functions covered by the Health Insurance Portability and Accountability act of 1996 (HIPAA), the Grantee as a Business Associate must complete a Business Associate Agreement (BAA) F-00759. This document must be fully executed before Agreement performance begins.

This Section shall survive the termination of the Agreement.

12. HIGH-RISK IT REVIEW

Pursuant to Wis. Stat. 16.973(13), Contractor is required to submit, via the contracting agency, to the Department of Administration for approval any order or amendment that would change the scope of the contract and have the effect of increasing the contract price. The Department of Administration shall be authorized to review the original contract and the order or amendment to determine whether the work proposed in the order or amendment is within the scope of the original contract and whether the work proposed in the order or amendment is necessary. The Department of Administration may assist the contracting agency in negotiations regarding any change to the original contract price.

13. SUBGRANT or SUBCONTRACT

A. DHS reserves the right of approval of any Grantee's further contracts, grants, contractors, or grantees under this Agreement, and the Grantee shall report information relating to any further contract, grants, contractors, or grantees to DHS. A change in any further contractor or grantee or a change from a direct service provision to a further contractor or grantee may only be executed with the prior written approval of DHS. In addition, DHS

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approval may be required regarding the terms and conditions of any further contracts or grants and the further contractor or grantee selected. Approval of any further contracts, grants, contractors, or grantees will be withheld if DHS reasonably believes that the intended further contractor or grantee will not be a responsible contractor or grantee in terms of services provided and costs billed.

B. The Grantee retains responsibility for fulfillment of all terms and conditions of this Agreement when it enters into any further contract or grant and will be subject to enforcement of all the terms and conditions of this Agreement.

14. GENERAL PROVISIONS

A. Any payments of monies to the Grantee by DHS for goods and/or services provided under this Agreement shall be deposited in a Federal Deposit Insurance Corporation (the "FDIC") insured bank. Any balance exceeding FDIC coverage must be collaterally secured.

B. The Grantee shall conduct all procurement transactions in a manner that provides maximum open and free competition.

C. If a state public official (*see* Wis. Stat. § 19.42), a member of a state public official's immediate family, or any organization in which a state public official or a member of the official's immediate family owns or controls at least a 10 percent (10%) interest is a party to this Agreement and if this Agreement involves payment of more than $3,000 within a 12-month period, this Agreement is void unless appropriate written disclosure is made, according to Wis. Stat. § 19.45(6), before signing the Agreement. Written disclosure, if required, must be made to the State of Wisconsin Ethics Commission at:

Wisconsin Ethics Commission
PO Box 7125
Madison, WI 53707-7125
Fax: (608) 264-9319

D. If the Grantee or Subgrantee is a corporation other than a Wisconsin corporation, it must demonstrate, prior to providing services under this Agreement, that it possesses a *Certificate of Authority* from the State of Wisconsin Department of Financial Institutions, and must have and continuously maintain a registered agent, and otherwise conform to all requirements of Wis. Stat. chs. 180 and 181 relating to foreign corporations.

E. The Grantee agrees that funds provided under this Agreement shall be used to supplement or expand the Grantee's efforts, not to replace or allow for the release of available Grantee funds for alternative uses.

15. ACCOUNTING REQUIREMENTS

A. The Grantee's accounting system shall allow for accounting for individual grants, permit timely preparation of expenditure reports required by DHS as contained in Section 6 of this Agreement, and support expenditure reports submitted to DHS.

B. The Grantee shall reconcile costs reported to DHS for reimbursement or as match to expenses recorded in the Grantee's accounting or simplified bookkeeping system on an ongoing and periodic basis. The Grantee agrees to complete and document reconciliation at least quarterly and to provide a copy to DHS upon request. The Grantee shall retain the reconciliation documentation according to approved records retention requirements.

C. Expenditures of funds from this Agreement must meet the Department's allowable cost definitions as defined in the Department's Allowable Cost Policy Manual (https://www.dhs.wisconsin.gov/business/allow-cost-manual.htm).

16. CHANGES IN ACCOUNTING PERIOD

A. The Grantee shall notify DHS of any change in its accounting period and provide proof of Internal Revenue Service (IRS) approval for the change.

B. Proof of IRS approval shall be considered verification that the Grantee has a substantial business reason for changing its accounting period.

C. A change in accounting period shall not relieve the Grantee of the reporting or audit requirements of this Agreement. An audit meeting the requirements of this Agreement shall be submitted within ninety (90) days after the first day of the start of the new accounting period for the short accounting period and within one hundred and eighty (180) days of the close of the new accounting period for the new period. For purposes of determining audit requirements, expenses and revenues incurred during the short accounting period shall be annualized.

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17. PROPERTY MANAGEMENT REQUIREMENTS

A. Property insurance coverage will be provided by the Grantee for fire and extended coverage of any equipment funded under this Agreement which DHS retains ownership of and which is in the care, custody, and control of the Grantee.

B. DHS shall have all ownership rights in any computer hardware supplied by DHS as a result of this Agreement. DHS shall have all ownership rights in any software or modifications thereof and associated documentation that is designed and installed or developed and installed under this Agreement. The Grantee shall have all ownership rights in any computer hardware funded under this Agreement and will have a nonexclusive, nontransferable license to use for its purposes of the software or modifications and associated documentation that is designed and/or installed under this Agreement.

C. The Grantee agrees that if any materials are developed under this Agreement, DHS shall have a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use and to authorize others to use such materials. Any discovery or invention arising out of, or developed in the course of, work aided by this Agreement shall be promptly and fully reported to DHS.

18. AUDITS

A. *Requirement to Have an Audit*: Unless waived by DHS, the Grantee shall submit an annual audit to DHS if the total amount of annual funding provided by DHS (from any and all of its Divisions or subunits taken collectively) through this and other Grants is $100,000 or more. In determining the amount of annual funding provided by DHS, the Grantee shall consider both: (a) funds provided through direct Grants with DHS; and (b) funds from DHS passed through another agency which has one or more Grants with the Grantee.

B. *Audit Requirements*: The audit shall be performed in accordance with generally accepted auditing standards, Wis. Stat. § 46.036, Government Auditing Standards as issued by the U.S. Government Accountability Office, and other provisions specified in this agreement. In addition, the Grantee is responsible for ensuring that the audit complies with other standards and guidelines that may be applicable depending on the type of services provided and the amount of pass-through dollars received. Please reference the following audit documents for complete audit requirements:

- 2 Code of Federal Regulations (C.F.R.), Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F - Audits. The guidance also includes an Annual Compliance Supplement that details specific federal agency rules for accepting federal subawards.
- The State Single Audit Guidelines (SSAG) expand on the requirements of 2 C.F.R. Part 200 Subpart F by identifying additional conditions that require a state single audit. Section 1.3 of the SSAG lists the required conditions.
- DHS Audit Guide is an appendix to the SSAG and contains additional DHS-specific audit guidance for those entities who meet the SSAG requirements. It also provides guidance for those entities that are not required to have a Single Audit but need to comply with DHS subrecipient/contractor audit requirements. An audit report is due to DHS if a subrecipient/contractor receives more than $100,000 in pass-through money from DHS as determined by Wis. Stat. § 46.036.

C. *Source of Funding:* DHS shall provide funding information to all subrecipient/contractors for audit purposes, including the name of the program, the federal agency where the program originated, the Assistance Listing number and the percentages of federal, state and local funds constituting the agreement.

D. *Reporting Package*: The subrecipient/contractor that is required to have a Single Audit based on 2 C.F.R. Part 200 Subpart F and the State Single Audit Guide is required to submit to DHS a reporting package which includes all of the following:

1. General-purpose financial statements of the overall agency and a schedule of expenditures of federal and state awards, including the independent auditor's opinion on the statements and schedule.
2. Schedule of findings and questioned costs, schedule of prior audit findings, corrective action plan and the management letter (if issued).
3. Report on compliance and on internal control over financial reporting based on an audit performed in accordance with government auditing standards.
4. Report on compliance for each major program and a report on internal control over compliance.
5. Report on compliance with requirements applicable to the federal and state program and on internal control over compliance in accordance with the program-specific audit option.
6. * DHS Cost Reimbursement Award Schedule. This schedule is required by DHS if the subrecipient/contractor is a non-profit, for-profit, a governmental unit other than a tribe, county, Chapter 51 board or school district;

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if the subrecipient/contractor receives funding directly from DHS; if payment is based on or limited to an actual allowable cost basis; and if the auditee reported expenses or other activity resulting in payments totaling $100,000 or more for all of its grant(s) or contract(s) with DHS.

7. *Reserve Schedule is only required if the subrecipient/contractor is a non-profit and paid on a prospectively set rate.
8. *Allowable Profit Schedule is only required if the subrecipient/contractor is a for-profit entity.
9. *Additional Supplemental Schedule(s) required by funding agency may be required. Check with the funding agency.

*NOTE: These schedules are only required for certain types of entities or specific financial conditions.
For subrecipient/contractors that do not meet the federal audit requirements of 2 C.F.R. Part 200 and SSAG, the audit reporting package to DHS shall include all of the above items except items 4 and 5.

E. *Audit Due Date*: Audits that must comply with 2 C.F.R. Part 200 and the State Single Audit Guidelines are due to the granting agencies nine months from the end of the fiscal period or thirty (30) days from completion of the audit, whichever is sooner. For all other audits, the due date is six months from the end of the fiscal period unless a different date is specified within the contract or grant agreement.

F. *Sending the Reporting Package*: Audit reports shall be sent by the auditor via email to DHSAuditors@Wisconsin.gov with "cc" to the subrecipient/auditee. The audit reports shall be electronically created pdf files that are text searchable, unlocked, and unencrypted. (Note: To ensure that pdf files are unlocked and text-searchable, do not scan a physical copy of the audit report and do not change the default security settings in your pdf creator.)

G. *Access to Subrecipient Records*: The auditee must provide the auditor with access to personnel, accounts, books, records, supporting documentation, and other information as needed for the auditor to perform the required audit. The auditee shall permit appropriate representatives of DHS to have access to the auditee's records and financial statements as necessary to review the auditee's compliance with federal and state requirements for the use of the funding. Having an independent audit does not limit the authority of DHS to conduct or arrange for other audits or review of federal or state programs. DHS shall use information from the audit to conduct their own reviews without duplication of the independent auditor's work.

H. *Access to Auditor's Work Papers*: The auditor shall make audit work papers available upon request to the auditee, DHS or their designee as part of performing a quality review, resolving audit findings, or carrying out oversight responsibilities. Access to working papers includes the right to obtain copies of working papers.

I. *Failure to Comply with the Audit Requirements*: DHS may impose sanctions when needed to ensure that auditees have complied with the requirements to provide DHS with an audit that meets the applicable standards and to administer state and federal programs in accordance with the applicable requirements. Examples of situations when sanctions may be warranted include:

1. The auditee did not have an audit.
2. The auditee did not send the audit to DHS or another granting agency within the original or extended audit deadline.
3. The auditor did not perform the audit in accordance with applicable standards, including the standards described in the SSAG.
4. The audit reporting package is not complete; for example, the reporting package is missing the corrective action plan or other required elements.
5. The auditee does not cooperate with DHS or another granting agency's audit resolution efforts; for example, the auditee does not take corrective action or does not repay disallowed costs to the granting agency.

J. *Sanctions:* DHS will choose sanctions that suit the particular circumstances and also promote compliance and/or corrective action. Possible sanctions may include:

1. Requiring modified monitoring and/or reporting provisions;
2. Delaying payments, withholding a percentage of payments, withholding or disallowing overhead costs, or suspending the award until the auditee is in compliance;
3. Disallowing the cost of audits that do not meet these standards;
4. Conducting an audit or arranging for an independent audit of the auditee and charging the cost of completing the audit to the auditee;
5. Charging the auditee for all loss of federal or state aid or for penalties assessed to DHS because the auditee did not comply with audit requirements;
6. Assessing financial sanctions or penalties;
7. Discontinuing contracting with the auditee; and/or
8. Taking other action that DHS determines is necessary to protect federal or state pass-through funding.

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K. *Closeout Audits*: An agreement specific audit of an accounting period of less than 12 months is required when an agreement is terminated for cause, when the auditee ceases operations or changes its accounting period (fiscal year). The purpose of the audit is to close-out the short accounting period. The required close-out agreement specific audit may be waived by DHS upon written request from the subrecipient/contractor, except when the agreement is terminated for cause. The required close-out audit may not be waived when an agreement is terminated for cause.
The auditee shall ensure that its auditor contacts DHS prior to beginning the audit. DHS, or its representative, shall have the opportunity to review the planned audit program, request additional compliance or internal control testing and attend any conference between the auditee and the auditor. Payment of increased audit costs, as a result of the additional testing requested by DHS, is the responsibility of the auditee.
DHS may require a close-out audit that meets the audit requirements specified in 2 C.F.R. Part 200 Subpart F. In addition, DHS may require that the auditor annualize revenues and expenditures for the purposes of applying 2 C.F.R. Part 200 Subpart F and determining major federal financial assistance programs. This information shall be disclosed in a note within the schedule of federal awards. All other provisions in 2 C.F.R. Part 200 Subpart F-Audit Requirements apply to close-out audits unless in conflict with the specific close-out audit requirements.

19. OTHER ASSURANCES

A. The Grantee shall notify DHS in writing, within thirty (30) days of the date payment was due, of any past due liabilities to the federal government, state government, or their agents for income tax withholding, Federal Insurance Contributions Act (FICA) tax, worker's compensation, unemployment compensation, garnishments or other employee related liabilities, sales tax, income tax of the Grantee, or other monies owed. The written notice shall include the amount owed, the reason the monies are owed, the due date, the amount of any penalties or interest (known or estimated), the unit of government to which the monies are owed, the expected payment date, and other related information.
B. The Grantee shall notify DHS in writing, within thirty (30) days of the date payment was due, of any past due payment in excess of $500 or when total past due liabilities to any one or more vendors exceed $1,000 related to the operation of this Agreement for which DHS has reimbursed or will reimburse the Grantee. The written notice shall include the amount owed, the reason the monies are owed, the due date, the amount of any penalties or interest (known or estimated), the vendor to which the monies are owed, the expected payment date, and other related information. If the liability is in dispute, the written notice shall contain a discussion of facts related to the dispute and the information on steps being taken by the Grantee to resolve the dispute.
C. DHS may require written assurance at the time of entering into this Agreement that the Grantee has in force, and will maintain for the course of this Agreement, employee dishonesty bonding in a reasonable amount to be determined by DHS up to $500,000.

20. RECORDS

A. The Grantee shall maintain written and electronic records as required by state and federal law and required by program policies.
B. The Grantee and its Subgrantee(s) or Subcontractor(s) shall comply with all state and federal confidentiality laws concerning the information in both the records it maintains and in any of DHS' records that the Grantee accesses to provide services under this Agreement.
C. The Grantee and its Subgrantee(s) or Subcontractor(s) will allow inspection of records and programs, insofar as is permitted by state and federal law, by representatives of DHS, its authorized agents, and federal agencies, in order to confirm the Grantee's compliance with the specifications of this Agreement.
D. The Grantee agrees to retain and make available to DHS all program and fiscal records for six (6) years after the end of the Agreement period.
E. The use or disclosure by any party of any information concerning eligible individuals who receive services from the Grantee for any purpose not connected with the administration of the Grantee's or DHS' responsibilities under this Agreement is prohibited except with the informed, written consent of the eligible individual or the individual's legal guardian.

21. CONTRACT REVISIONS AND/OR TERMINATION

A. The Grantee agrees to renegotiate with DHS the terms and conditions of this Agreement or any part thereof in such circumstances as:

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1. Increased or decreased volume of services.
2. Changes required by state and federal law or regulations or court action.
3. Increase or reduction in the monies available affecting the substance of this Agreement.

B. Failure to agree to a renegotiated Agreement under these circumstances is cause for DHS to terminate this Agreement.

C. *Non-Appropriation*: DHS reserves the right to cancel this Agreement in whole or in part without penalty if the Wisconsin Legislature, United States Congress, or any other direct funding entity contributing to the financial support of this contract fails to appropriate funds necessary to complete the contract.

D. *Termination for Cause*: DHS may terminate this Agreement after providing the Grantee with thirty (30) calendar days written notice of the Grantee's right to cure a failure of the Grantee to perform under the terms of this Agreement, if the Grantee fails to so cure or commence to cure.
The Grantee may terminate the Agreement after providing DHS a written notice, within one hundred and twenty (120) calendar days, of DHS' right to cure a failure to perform under the terms of this Agreement.
Upon the termination of this Agreement for any reason, or upon Agreement expiration, each party shall be released from all obligations to the other party arising after the date of termination or expiration, except for those that by their terms survive such termination or expiration.
Upon termination for cause, the Grantee shall be entitled to receive compensation for any deliverables' payments owed under the Agreement only for deliverables that have been approved and accepted by DHS.

E. *Termination for Convenience*: Either party may terminate this Agreement at any time, without cause, by providing a written notice. DHS must notify the Grantee at least forty-five (45) calendar days prior to the desired date of termination for convenience. The Grantee must notify DHS at least one hundred and twenty (120) calendar days prior to the desired date of termination for convenience- during this notification period, the Grantee will continue providing services in accordance with the Agreement requirements.
In the event of termination for convenience, the Grantee shall be entitled to receive compensation for any fees owed under the Agreement and shall also be compensated for partially completed services. In this event, compensation for such partially completed services shall be no more than the percentage of completion of the services requested, at the sole discretion of DHS, multiplied by the corresponding payment for completion of such services as set forth in the Agreement. Alternatively, at the sole discretion of DHS, the Grantee may be compensated for the actual service hours provided. DHS shall be entitled to a refund for goods or services paid for but not received or implemented, such refund to be paid within thirty (30) days of written notice to the Grantee requesting the refund.

F. *Cancellation*: DHS reserves the right to immediately cancel this Agreement, in whole or in part, without penalty and without an opportunity for Grantee to cure if the Grantee:
1. Files a petition in bankruptcy, becomes insolvent, or otherwise takes action to dissolve as a legal entity;
2. Allows any final judgment not to be satisfied or a lien not to be disputed after a legally-imposed, thirty (30)-day notice;
3. Makes an assignment for the benefit of creditors;
4. Fails to follow the sales and use tax certification requirements of Wis. Stat. § 77.66;
5. Incurs a delinquent Wisconsin tax liability;
6. Fails to submit a non-discrimination or affirmative action plan as required herein;
7. Fails to follow the non-discrimination or affirmative action requirements of subch. II, Chapter 111 of the Wisconsin Statutes (Wisconsin's Fair Employment Law);
8. Becomes a federally debarred Grantee;
9. Is excluded from federal procurement and non-procurement Agreements;
10. Fails to maintain and keep in force all required insurance, permits and licenses as provided in this Agreement;
11. Fails to maintain the confidentiality of DHS' information that is considered to be Confidential Information, proprietary, or containing Personally Identifiable Information; or
12. Grantee performance threatens the health or safety of a state employee or state customer.

22. NONCOMPLIANCE AND REMEDIAL MEASURES

A. Failure to comply with any part of this Agreement may be considered cause for revision, suspension, or termination of this Agreement. Suspension includes withholding part or all of the payments that otherwise would be paid to the Grantee under this Agreement, temporarily having others perform and receive reimbursement for the services to be provided under this Agreement, and any other measure DHS determines is necessary to protect the interests of the State.

Attachment: DHS Lead In Water Agreement (INC REV Lead Testing)

Document Not to Be Processed

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B. The Grantee shall provide written notice to DHS of all instances of noncompliance with the terms of this Agreement by the Grantee or any of its Subgrantees or Subcontractors, including noncompliance with allowable cost provisions. Notice shall be given as soon as practicable but in no case later than thirty (30) days after the Grantee became aware of the noncompliance. The written notice shall include information on the reason for and effect of the noncompliance. The Grantee shall provide DHS with a plan to correct the noncompliance.
C. If DHS determines that noncompliance with this Agreement has occurred or continues to occur, it shall demand immediate correction of continuing noncompliance and seek remedial measures it deems necessary to protect the interests of the State up to and including termination of the Agreement, the imposing of additional reporting requirements and monitoring of Subgrantee or Subcontractors, and any other measures it deems appropriate and necessary.
D. If required statistical data, reports, and other required information are not submitted when due, DHS may withhold all payments that otherwise would be paid the Grantee under this Agreement until such time as the reports and information are submitted.

23. DISPUTE RESOLUTION

If any dispute arises between DHS and Grantee under this Agreement, including DHS' finding of noncompliance and imposition of remedial measures, the following process will be the exclusive administrative review:

A. *Informal Review*: DHS' and Grantee's Grant Administrators will attempt to resolve the dispute. If a dispute is not resolved at this step, then a written statement to this effect must be signed and dated by both Grant Administrators. The written statement must include all of the following:
    1. A brief statement of the issue.
    2. The steps that have been taken to resolve the dispute.
    3. Any suggested resolution by either party.
B. *Division Administrator's Review*: If the dispute cannot be resolved by the Grant Administrators, the Grantee may request a review by the Administrator of the division in which DHS Grant Administrator is employed, or if the Grant Administrator is the Administrator of the division, by the Deputy Secretary of DHS. The Division Administrator (or Deputy Secretary) must receive a request under this step within fourteen (14) days after the date of the signed unresolved dispute letter in Step A. The Division Administrator or Deputy Secretary will review the matter and issue a written determination within thirty (30) days after receiving the review request.
C. *Secretary's Review*: If the dispute is unresolved at Step B, the Grantee may request a final review by the Secretary of DHS. The Office of the Secretary must receive a request under this step within fourteen (14) days after the date of the written determination under Step B. The Secretary will issue a final determination on the matter within thirty (30) days after receiving the Step B review request.

24. FINAL REPORT DATE

A. Expenses incurred during the Agreement period but reported later than **60 days** after the period ending date will not be recognized, allowed, or reimbursed under the terms of this Agreement unless determined as allowable by DHS. In the event this occurs, an alternate payment process as determined by DHS would occur.
B. Expenses incurred outside of the Agreement period would be considered not allowable.

25. INDEMNITY

To the extent authorized under state and federal laws, DHS and the Grantee agree they shall be responsible for any losses or expenses (including costs, damages, and attorney's fees) attributable to the acts or omissions of their employees, officers, or agents.

26. CONDITIONS OF THE PARTIES' OBLIGATIONS

A. This Agreement is contingent upon authority granted under the laws of the State of Wisconsin and the United States of America, and any material amendment or repeal of the same affecting relevant funding or authority of DHS shall serve to revise or terminate this Agreement, except as further agreed to by the parties.
B. DHS and the Grantee understand and agree that no clause, term, or condition of this Agreement shall be construed to supersede the lawful powers or duties of either party.

Attachment: DHS Lead In Water Agreement (INC REV Lead Testing)

Document Process

C. It is understood and agreed that the entire Agreement between the parties is contained herein, except for those matters incorporated herein by reference, and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter thereof.

27. GOVERNING LAW

This Agreement shall be governed by the laws of the State of Wisconsin. The venue for any actions brought under this Agreement shall be the Circuit Court of Dane County, Wisconsin or the U.S. District Court for the Western District of Wisconsin, as applicable.

28. SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if it did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision, which is of the essence of this Agreement, be determined void.

29. ASSIGNMENT

Neither party shall assign any rights or duties under this Agreement without the prior written consent of the other party.

30. ANTI-LOBBYING ACT

The Grantee shall certify to DHS that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant or any other award covered by 31 U.S.C. 1352. The Grantee shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award.

The Grantee shall use Standard Form LLL (SFLLL) for Disclosure of Lobbying Activities available at: https://www.gsa.gov/reference/forms/disclosure-of-lobbying-activities. A completed disclosure must be provided upon Department request.

31. DEBARMENT OR SUSPENSION

The Grantee certifies that neither the Grantee organization nor any of its principals are debarred, suspended, or proposed for debarment for federal financial assistance (including, but not limited to, General Services Administration's list of parties excluded from federal procurement and non-procurement programs). The Grantee further certifies that potential Subgrantees or Subcontractors and any of their principals are not debarred, suspended, or proposed for debarment.

32. DRUG FREE WORKPLACE

The Grantee, agents, employees, Subgrantees or Subcontractors under this Agreement shall follow the guidelines established by the Drug Free Workplace Act of 1988.

33. MULTIPLE ORIGINALS

This Agreement may be executed in multiple originals, each of which together shall constitute a single Agreement.

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Attachment: DHS Lead In Water Agreement (INC REV Lead Testing)

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34. CAPTIONS

The parties agree that in this Agreement, captions are used for convenience only and shall not be used in interpreting or construing this Agreement.

35. SPECIAL PROVISIONS, IF APPLICABLE

The following special provisions are required:

None

Match Requirements:

Funding percentages:

a. Federal:
b. State:
c. Local/Other:

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36. NULL AND VOID

This Agreement becomes null and void if the time between the earlier dated signature and the later dated signature of DHS' and Grantee's Authorized Representatives on this Agreement exceeds sixty (60) days inclusive of the two signature dates.

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37. FEDERAL AWARD INFORMATION

FAIN (Federal Award Identification Number)	00E02760
Federal Award Date	12/12/2019; Amended 08/17/2020
Subaward period of Performance Start Date	04/01/2024
Subaward period of Performance End Date	09/30/2024
Amount of Federal Funds obligated (committed) by this action	$18,000
Total Amount of Federal Funds obligated (committed)	$18,000
Federal Award Project Description	Testing Water at Childcare Centers and Head Start Facilities
Federal Awarding Agency Name (Department)	U.S. Environmental Protection Agency
DHS Awarding Official Name	DHS Deputy Secretary, Debra K. Standridge
DHS Awarding Official Contact Information	DHSContractCentral@dhs.wisconsin.gov
Assistance Listing Number	66.444
Assistance Listing Name	Lead Testing in School and Child Care Programs Drinking Water Grant Program
Total made available under each Federal award at the time of disbursement	$1,372,000
R&D?	No
Indirect Cost Rate	7%

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Exhibit 1: Scope of Work
Wisconsin Lead-in-Water Testing and Remediation Initiative
04/01/2024 – 09/30/2024
For Grant Agreement between
Washington Ozaukee Health Department (Grantee)
and
Wisconsin Childcare Lead-in-Water Testing and Remediation Initiative, Division of Public Health
Wisconsin Department of Health Services (DHS) (Grantor)
1 West Wilson Street, Rm. 145, Madison WI 53703

Workflow, Grantor and Grantee responsibilities:

Grantor (DHS) will reimburse the Grantee for expenses incurred related to implementing a water sampling program and coordinating remediation measures for the Wisconsin Lead-in-Water Testing and Remediation (Lead-in-WTR) Initiative. The Grantee will serve as the primary point of contact for the licensed group childcare and Head Start facilities (hereafter referred to collectively as "childcare facilities") enrolled in the initiative, and will:

- ✓ Ensure that all water outlets at each enrolled childcare facility are tested;
- ✓ Ensure childcare facilities receive sample results and understand what those results mean;
- ✓ Work with childcare facilities on any follow-up testing or immediate actions to reduce lead-in-water hazard exposure at the childcare facility;
- ✓ Maintain timely and effective communication with the childcare facilities throughout the grant period; and
- ✓ Report to DHS on grant activity progress throughout.

Specifically, the Grantee will:

1. Work to enroll priority childcare facilities identified by DHS, as well as other previously determined licensed group childcare facilities interested in participating in the Wisconsin Lead-in-WTR Initiative. All participating childcare facilities must be from a list provided by DHS. The grantee will prioritize the enrollment and testing at priority facilities. All enrolled childcare facilities must be licensed group childcare facilities and early Head Starts within the grantee's jurisdiction.
   1.1. Provide childcare facilities with DHS informational materials to inform staff and families of the facility's participation in the program.
   1.2. Get all necessary information from the childcare facility prior to water testing, including:
      1.2.1. An approximate number of water outlets serving the location.
      1.2.2. A floorplan of the childcare facility, including locations of the water outlets (interior and exterior), as well as where the water line comes in from the street.
2. Contact Kathleen Dax-Klister, Data Management Supervisor, at the Wisconsin State Laboratory of Hygiene (WSLH) (608-263-6575 or kathleen.daxklister@slh.wisc.edu) and relay to her the approximate number of samples needed to complete water testing at the enrolled facilities.
   2.1. Place an order for the necessary supplies.
3. Complete training from DHS on water sampling protocols.
4. Work with childcare facility personnel to complete initial water sampling of childcare facilities following DHS's guidance and water sampling checklist, making sure to keep thorough documentation of the sampling process.

Document ID Process

Attachment: DHS Lead In Water Agreement (INC REV Lead Testing)

4.1. Complete documentation of the assessment and sampling efforts using the coding and recordkeeping guidance provided by DHS.
4.2. Ship all water samples to the WSLH for analysis. DHS will receive and compile testing results from WSLH.
4.3. Receive all water sampling results from DHS, including which outlets require follow-up testing and immediate remediation actions within the childcare facilities.

5. Notify childcare facilities of all preliminary sampling results within one week of receipt, using the results documentation provided by DHS. Inform the facilities of the water outlets that require a second round of testing and/or short-term action steps.
   5.1. Notify childcare facility personnel of all outlets tested that produced results of ≥15 ppb lead-in-water as shown by the initial sampling.
6. Conduct follow-up water sampling, as needed, in accordance with DHS's guidance for this program.
   6.1. Request, as needed, additional sample kits from SLH.
   6.2. Coordinate with the facility to complete the follow-up sampling.
   6.3. Complete documentation on the assessment and sampling efforts using the coding and recordkeeping guidance provided by DHS.
   6.4. Ship all water samples to the WSLH for analysis. DHS will receive and compile testing results from WSLH.
7. Receive second round sample results from DHS and, within one week, notify childcare facilities of the results and the options of long-term remediation and/or replacement actions using the provided results documentation from DHS within a week of receiving the sample results.
8. Maintain communication with facilities and/or plumbers to ensure required remediation and/or replacement actions within childcare facilities is completed.
9. Coordinate final testing of all replaced water outlets to confirm that the replaced outlet is not elevated for lead in water, and the replacement was effective, following the 3Ts water testing protocol. Coordinate all sample bottles and shipping to lab as in previous sampling rounds. Receive final test results from DHS.
10. For each childcare facility, send out final report of all testing results, remediation, and replacements using DHS's report template within 2 weeks of receipt of final sampling results from DHS.

Budget: $49,200
Facility Delivery Cost
41 facilities @ $1,200 per facility. This amount includes any costs incurred for programmatic outreach and coordination with childcare facilities and plumbers, site assessment, sampling plan development and implementation, shipping costs, travel, sharing results with facilities, generation of a final facility report, and quarterly reporting to DHS.

Payment procedure:

Grantee will submit invoices to Madelyn Reinagel by email to madelyn.reinagel@dhs.wisconsin.gov. DHS will process requests for payment monthly.

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CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal Contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal Contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Disclosure of Lobbying Activities (Standard Form-LLL)

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including Subcontracts, subgrants, and Contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

(Signature of Official Authorized to Sign Application)	(Date)
Kim Buechler	Director/Health Officer
(Print Name)	(Title)
(Agency / Contractor Name)	(Title of Program)

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DEPARTMENT OF HEALTH SERVICES
Division of Enterprise Services
F-01788 (03/2022)

STATE OF WISCONSIN

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

Federal Executive Order (E.O.) 12549 "Debarment" requires that all contractors receiving individual awards, using Federal funds, and all subrecipients certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government. By signing this document you certify that your organization and its principals are not debarred. Failure to comply or attempts to edit this language may disqualify your bid. Information on debarment is available at www.sam.gov.

Your signature certifies that neither you nor your principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

SIGNATURE – Official Authorized to Sign Application	Date Signed

For *(Name of Vendor)*	Unique Entity Identifier (UEI), *if applicable*

INTERNAL USE ONLY	
Contract #:	
Contract Description:	
The Office/Division of has searched the above named Vendor against the System for Award Management system (SAM) and has confirmed as of Date the Vendor is not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government.	
SIGNATURE – Contract Administrator	Date Signed

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Certificate Of Completion

Envelope Id: D93CB91259064B0C8DFEBDD96D359BE4 Status: Sent

Subject: DHS - Washington Ozaukee Public HD - Lead-in-Water Testing & Remediation - 435100-G24-LeadTestRem-28

Source Envelope:

Document Pages: 24 Signatures: 1 Envelope Originator:

Certificate Pages: 5 Initials: 0 Irene Au-Young

AutoNav: Enabled 1 West Wilson St.

EnvelopeId Stamping: Enabled Madison, WI 53703

Time Zone: (UTC-06:00) Central Time (US & Canada) irene.auyoung@dhs.wisconsin.gov

IP Address: 165.189.255.45

Record Tracking

Status: Original Holder: Irene Au-Young Location: DocuSign

5/13/2024 10:19:15 AM irene.auyoung@dhs.wisconsin.gov

Security Appliance Status: Connected Pool: StateLocal

Storage Appliance Status: Connected Pool: DHS Location: DocuSign

Signer Events	Signature	Timestamp
Cody Wagner CodyW.Wagner@dhs.wisconsin.gov Office of Legal Counsel Wisconsin Department of Health Services Security Level: Email, Account Authentication (None)	DocuSigned by: 31F480248CEC464... Signature Adoption: Uploaded Signature Image Using IP Address: 107.208.176.202	Sent: 5/13/2024 10:25:06 AM Viewed: 5/13/2024 11:21:55 AM Signed: 5/13/2024 12:10:35 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Kim Buechler kim.buechler@washozwi.gov Director/Health Officer Security Level: Email, Account Authentication (None)		Sent: 5/13/2024 12:10:37 PM Viewed: 5/13/2024 12:44:29 PM
Electronic Record and Signature Disclosure: Accepted: 5/13/2024 12:44:29 PM ID: 47cf334e-5205-486b-9507-38ef2f1a0a5a		
Jonette Arms jonette.arms@dhs.wisconsin.gov Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure: Accepted: 5/13/2024 10:56:28 AM ID: 79059e9d-ca22-4460-971c-3033af6cde3a		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Document In Process

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Carbon Copy Events	Status	Timestamp
Madelyn Reinagel madelyn.reinagel@dhs.wisconsin.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign	COPIED	Sent: 5/13/2024 10:25:07 AM
DPH Contracts DHSDPHContracts@dhs.wisconsin.gov DPH Contracts Shared Account Wisconsin Department of Health Services Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign	COPIED	Sent: 5/13/2024 10:25:07 AM

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/13/2024 10:25:07 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

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Document Not Process

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Wisconsin Department of Health Services (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Attachment: DHS Lead In Water Agreement (INC REV Lead Testing)

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Wisconsin Department of Health Services:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: DHSContractCentral@dhs.wisconsin.gov

To advise Wisconsin Department of Health Services of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at DHSContractCentral@dhs.wisconsin.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Wisconsin Department of Health Services

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to DHSContractCentral@dhs.wisconsin.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Wisconsin Department of Health Services

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

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i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to DHSContractCentral@dhs.wisconsin.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Wisconsin Department of Health Services as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Wisconsin Department of Health Services during the course of your relationship with Wisconsin Department of Health Services.

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RESOLUTION NO. (ID # 10060)

AMENDING CHAPTER 3 OF THE OZAUKEE COUNTY POLICY AND PROCEDURE MANUAL – CREATION OF QUALITY IMPROVEMENT AND COMMUNICATIONS MANAGER

RESOLVED, by the Ozaukee County Board of Supervisors, that Chapter 3 of the Ozaukee County Policy and Procedure Manual be amended, effective July 3, 2024, to read:

Current Job Title	Department	Division	FLSA	Grade	Head Count	FTE
Quality Improvement and Communications Manager	Public Health		Exempt	15	1	1

Dated at Port Washington, Wisconsin, this 3rd day of July 2024.

SUMMARY: Amending Chapter 3 of the Ozaukee County Policy and Procedure Manual reflecting the request for a Quality Improvement and Communications Manager position in the Department of Public Health.

VOTE REQUIRED: Majority

HEALTH AND HUMAN SERVICES COMMITTEE

Health and Human Services Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **May 28, 2024**
DEPARTMENT: **Public Health**
DIRECTOR: **Kim Buechler**
PREPARER: **Tyler Quaas**

Agenda Summary Amending Chapter 3 of the Ozaukee County Policy and Procedure Manual – Creation of Quality Improvement and Communications Manager

BACKGROUND INFORMATION: The COVID-19 pandemic emphasized the critical importance of a robust public health system, accentuated long-standing weaknesses, and created new challenges to existing public health infrastructure. DHS has secured funding for local health departments through 2027 to support core infrastructure improvements that will arm public health departments with the resources needed to provide all foundational public health capabilities to our communities, in conjunction with staffing and capacity assessments to be completed by the department. This grant funding was added to the Public Health budget in October 2023, with intent to spend it on staff training and conferences, employee retention, and the addition of at least one new position. The health department participated in a statewide staffing assessment in the summer of 2023 and went through a departmental review process with DHS in October, which occurs once every five years. One opportunity for growth identified by DHS during this process was an increased focus on quality improvement across all program areas which in turn would also assist the department with accreditation-readiness.

ANALYSIS: The health department requests support from the committee to use a portion of these infrastructure funds as previously discussed, to add a new Quality Improvement & Communications Manager position to the 2024 budget which will guide our staff through efforts to strengthen our foundational capabilities and department's service delivery. This position will also oversee all departmental branding and communications.

FISCAL IMPACT: $49,000

Balance Current Year: $49,000

Next Year's Estimated Cost: $85,000

FUNDING SOURCE:

County Levy: $0

Non-County Levy: $49,000

Indicate source: Wisconsin DHS

RECOMMENDED MOTION: Approve

ATTACHMENTS:

- Classification Review_Quality ImprovementCommunication Mgr(PDF)
- Quality Improvement Communications Manager Job Description(PDF)

CARLSON DETTMANN CONSULTING

April 24, 2024

MEMORANDUM

TO: Chris McDonell, Human Resources Director, Ozaukee County
FR: Ashley McCluskey, Compensation Analyst, Carlson Dettmann Consulting

RE: Classification Request: Quality Improvement and Communications Manager

The county provided job documentation for a new position titled Quality Improvement and Communications Manager. The position was evaluated, and the recommendation follows below.

Quality Improvement and Communications Manager Classification Review: The Quality Improvement and Communications Manager provides leadership and directs implementation of quality improvement (QI) and accreditation readiness initiatives, contributes to departmental strategic planning and performance management, and oversees all public health communications and marketing efforts. This is a supervisory position that requires a bachelor's degree and at least three years of relative experience. The position was evaluated using our points-factor job evaluation system, and we recommend this position be placed in **Grade 15**.

Please contact me with questions on this review.

Attachment: Classification Review_Quality ImprovementCommunication Mgr (PH New Position)

Carlson Dettmann Consulting
ashley.mccluskey@carlsondettmann.com

Ozaukee County Position Description

Position Title	Quality Improvement and Communications Manager
Department	Public Health
Division	
Pay Grade	15
Classification	Full Time
FLSA Status	Exempt
Reports To	Director/Health Officer
Direct Reports	Public Health Specialist
Last Updated	4/2024

Job Summary

Under the general direction of the Director/Health Officer, the Public Health Quality Improvement and Communications Manager provides leadership and directs implementation of quality improvement (QI) and accreditation readiness initiatives, contributes to departmental strategic planning and performance management, and oversees all public health communications and marketing efforts. This position provides an opportunity to build broad awareness of the public health agency in the community and to have a voice in guiding development of health department programs and services and fostering a culture of quality improvement. The Quality Improvement and Communications Manager works with and across all health department programs, other Washington and Ozaukee County departments, external community partner organizations and regional and state public health agencies to ensure that departmental policies, procedures and communications are effective at influencing behavior change, promoting health equity and improvement of social determinants of health and to ensure accurate, transparent and timely reporting of public health information in accordance with federal, state, and local regulations.

Essential Functions and Responsibilities

The following duties are primarily performed and are essential for this position. Employees are expected to be able to perform each of these job duties satisfactorily and successfully with or without reasonable accommodations to be qualified for the position. Other duties may be required and assigned.

30% Communications Management:
Oversees the development, maintenance, and evaluation of departmental communications channels (e.g., social media platforms, websites, listservs, press releases, etc). Collaborates with local, state, and national public health agencies and fosters relationships with community partners (e.g., local government, public safety/emergency management, senior centers, public/private schools, etc.) to create and promote a healthier community through the strategic vision for public health department messaging. Serves as an advisor to all public health staff and leadership to ensure that all communication efforts meet the goals of departmental programs and initiatives, as well as the diversity, equity and inclusion principles of the agency and the communications policies of Washington and Ozaukee Counties.

25% Quality Improvement:
Develops and maintains department's quality improvement plan. Works with public health leadership team to analyze work plans and performance metrics and monitor departmental processes. Manages communication of quality improvement policies and expectations to public health staff and provides relevant training. Keeps staff abreast of accreditation, QI, public health

Attachment: Quality Improvement Communications Manager Job Description (PH New Position)

informatics, and performance management requirements and status. Serves as Director's point of contact for strategic planning and status reports. Coordinates steering committees and workgroups, identifies, collects, and disseminates information at meetings, conferences and training sessions to integrate quality improvement methods into public health programs and services. Works closely with Director and other public health managers to establish agency-wide accountability for the files needed to comply with Public Health Accreditation Board (PHAB) expectations. Creates sustainability of health department's strategic plan and accreditation readiness initiatives.

25% Process Improvement:
Coordinates development and implementation of public health policies, procedures, and programs through collaboration with internal public health staff and external partner agencies, ensuring that the department meets all federal, state and local regulations and industry standards. Plans and organizes program structure and policies to meet organizational and programmatic objectives. Assists public health management team with creating or identifying meaningful process/outcome measures for their program areas and evaluation of public health services.

20% Staff Leadership and Oversight:
Plans, organizes, and directs the work of Public Health Specialist and communications team. Ensures adequate staffing and appropriate workloads are maintained in consultation with staff and departmental leadership as needed.

0-100% Emergency Response:
Other duties as assigned (i.e.: pandemic response).

Supervision Exercised

Public Health Specialist

Minimum Education Qualifications

Education and/or Experience Requirements:

- Bachelor' Degree in Business Management, Public Administration, Public Health, Health Education, Communications, or other relevant field required. Master's Degree preferred.
- 3 years of relevant work experience required.

Licenses, Certifications, and Other Requirements:

- Management experience preferred.

Minimum Knowledge, Skills, and Abilities Qualifications

In order to perform the functions and responsibilities of the position (listed above) the following knowledge, skills, and abilities are essential.

- **Knowledge:** Comprehensive knowledge of public health accreditation and quality improvement processes. Demonstrated understanding of public health programming, inter-professional relationships and leadership roles within the agency and in the community and experience in writing and implementation of policies and procedures.

- **Skills:** Proficiency with personal computers and Microsoft Office programs. Excel skills should include design of dashboards. Excellent oral and written communication skills. Excellent

interpersonal, meeting/group facilitation, and team building skills with an eye for detail and ability to deliver high quality work.

- **Abilities:** Must be reliable, organized, and able to work independently. Ability to develop, coordinate and motivate groups across the organization. Ability to collaborate effectively with staff members, public officials, and other representatives from the community. Ability to collect and analyze data. Ability to prepare informative and accurate reports on program progress and relay relevant information effectively.

In evaluating candidates for this position, Ozaukee County may consider a combination of education, training, and experience which provides the necessary knowledge, skills, and abilities to perform the duties of this position.

Physical Requirements

- Prolonged periods of sitting and working on a computer.
- Periodic periods of standing or walking.

Work Environment

This position may be asked to work out of both Washington and Ozaukee County offices. This is not a remote position.

EOE / ADA Statement

Ozaukee County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, Ozaukee County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Nothing in this job description limits management's right to assign or reassign duties and responsibilities to this job at any time. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement or affect the at-will nature of the employment arrangement between the employee and company and is subject to change by the employer as the needs of the employer and requirements of the job change.

Signatures:

Employee: _____ Date: _____

Department Head: _____ Date: _____

Health and Human Services Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **May 28, 2024**
DEPARTMENT: **Public Health**
DIRECTOR: **Kim Buechler**
PREPARER: **Tyler Quaas**

Agenda Summary Public Health

ATTACHMENTS:

- Public Health Financials (PDF)

HEALTH AND HUMAN SERVICES COMMITTEE

Ozaukee County Committee Report

Special Revenue Fund Public Health

For the Four Months Ending Tuesday, April 30, 2024

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	-	-	$520,702	$520,702	0.00%
Intergovernmental Revenues	-	-	$772,921	$772,921	0.00%
Public Charges for Services	$255	$5,111	$33,500	$28,389	15.26%
Intergovernmental Charges	$20,583	$248,208	$866,060	$617,852	28.66%
Interdepartmental Charges	$1,667	$6,667	$20,000	$13,333	33.34%
Licenses & Permits	$12,743	$25,441	$473,653	$448,212	5.37%
Other Revenue	$176	$437	$500	$63	87.40%
Total Revenues	**$35,424**	**$285,864**	**$2,687,336**	**$2,401,472**	**10.64%**
Expenditures					
Salaries	$140,117	$559,400	$1,858,084	$1,298,684	30.11%
Fringe Benefits	$50,840	$238,681	$651,395	$412,714	36.64%
Travel/Training	$1,897	$4,565	$76,302	$71,737	5.98%
Supplies	$17,675	$27,741	$123,748	$96,007	22.42%
Purchased Services	$14,036	$52,067	$144,960	$92,893	35.92%
Interdepartment Charges	$109	$2,347	$9,000	$6,653	26.08%
Other Expenses	$35,063	$139,516	$718,265	$578,749	19.42%
Total Operating Expenditures	**$259,737**	**$1,024,317**	**$3,581,754**	**$2,557,437**	**28.60%**
Capital Outlay					
Equipment & Furniture	-	$147,605	-	($147,605)	0.00%
Total Capital Outlay	**-**	**$147,605**	**-**	**($147,605)**	**0.00%**
Total Expenditures	**$259,737**	**$1,171,922**	**$3,581,754**	**$2,409,832**	**32.72%**
Other Finance (Sources)	-	-	($296,811)	($296,811)	0.00%
Net Other Financing Sources/Uses	**-**	**-**	**($296,811)**	**($296,811)**	**0.00%**
Net Increase (Decrease)	**($224,313)**	**($886,058)**	**($597,607)**	**$288,451**	**148.27%**

Equity:

Attachment: Public Health Financials (Public Health)

Health and Human Services Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **May 28, 2024**
DEPARTMENT: **Human Services**
DIRECTOR: **Liza Drake**
PREPARER: **Brad Mueller**

Agenda Summary HS/Aging/ADRC Financial Report - April 2024

ATTACHMENTS:

- HSAgingADRCCommRptApril24 (PDF)

HEALTH AND HUMAN SERVICES COMMITTEE

Ozaukee County Committee Report

Human Services with ADRC and Aging Service

For the Four Months Ending Tuesday, April 30, 2024

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	-	-	$4,511,407	$4,511,407	0.00%
Intergovernmental Revenues	$774,886	$1,767,693	$9,532,644	$7,764,951	18.54%
Public Charges for Services	$70,153	$523,390	$3,102,062	$2,578,672	16.87%
Interdepartmental Charges	-	-	$9,546	$9,546	0.00%
Other Revenue	$3,263	$9,233	$31,500	$22,267	29.31%
Total Revenues	**$848,302**	**$2,300,316**	**$17,187,159**	**$14,886,843**	**13.38%**
Expenditures					
Salaries	$551,447	$2,221,091	$7,228,829	$5,007,738	30.73%
Fringe Benefits	$207,482	$968,971	$2,723,662	$1,754,691	35.58%
Travel/Training	$6,064	$20,655	$143,650	$122,995	14.38%
Supplies	$5,350	$54,645	$153,975	$99,330	35.49%
Purchased Services	$470,889	$1,504,044	$5,738,530	$4,234,486	26.21%
Interdepartment Charges	$38,898	$160,897	$551,056	$390,159	29.20%
Grants	$13,125	$52,500	$174,600	$122,100	30.07%
Other Expenses	$4,273	$598,681	$767,784	$169,103	77.98%
Total Operating Expenditures	**$1,297,528**	**$5,581,484**	**$17,482,086**	**$11,900,602**	**31.93%**
Capital Outlay					
Total Expenditures	**$1,297,528**	**$5,581,484**	**$17,482,086**	**$11,900,602**	**31.93%**
Other Finance (Sources)	-	-	($292,427)	($292,427)	0.00%
Net Other Financing Sources/Uses	**-**	**-**	**($292,427)**	**($292,427)**	**0.00%**
Net Increase (Decrease)	**($449,226)**	**($3,281,168)**	**($2,500)**	**$3,278,668**	**131246.72%**

Equity:

Attachment: HSAgingADRCCommRptApril24 (HS/Aging/ADRC Financial Report - April 2024)