

August 31, 2017

Rob Busch, Superintendent  
Edgewood-Colesburg Community School District  
403 West Union Street  
P.O. Box 315  
Edgewood, IA 52042

Dear Rob:

It was a pleasure to speak with you over the phone yesterday regarding your upcoming referendum and planned District improvements.

The Straka Johnson team is pleased to submit its qualifications to Edgewood-Colesburg Community School District. We understand this project will require specific educational expertise, and a unique knowledge of the School campus infrastructure. It is for these reasons we believe we are the perfect fit for the Edgewood-Colesburg Community School District School Addition/Renovation Project.

***We have an extensive portfolio of phased school renovations/additions***

You will find no other team with the necessary expertise to assist you in phasing work, relocating people, maintaining safety, and the continuation of school activities throughout the construction process.

***We have unmatched experience renovating existing buildings***

We have renovated many buildings throughout the upper Midwest, and we understand the challenges and opportunities they present.

***We will hit the ground running***

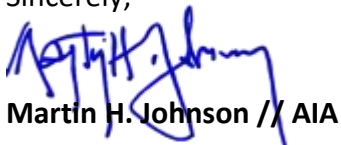
You can rely on our Participatory Process to gain consensus on the needs and recommend programmatic solutions. We stand ready to seamlessly and efficiently affirm or amend previous recommendations and move into implementation of those solutions, and others that may arise.

***We always go beyond the expectations***

We go beyond the requirements of the project to benefit the school district and the community. We stand ready and able to respond to the opportunities and challenges involved in upgrading the Edgewood-Colesburg Community School District facility.

We are excited about the opportunity to continue our successful partnership and look forward to creating a collaborative success story.

Sincerely,

  
Martin H. Johnson // AIA

INSTITUTIONAL • COMMERCIAL • RESIDENTIAL  
3555 Digital Drive Dubuque, Iowa 52003  
Phone (563) 556-8877 Fax (563) 556-0367



# Straka Johnson Architects, P.C.

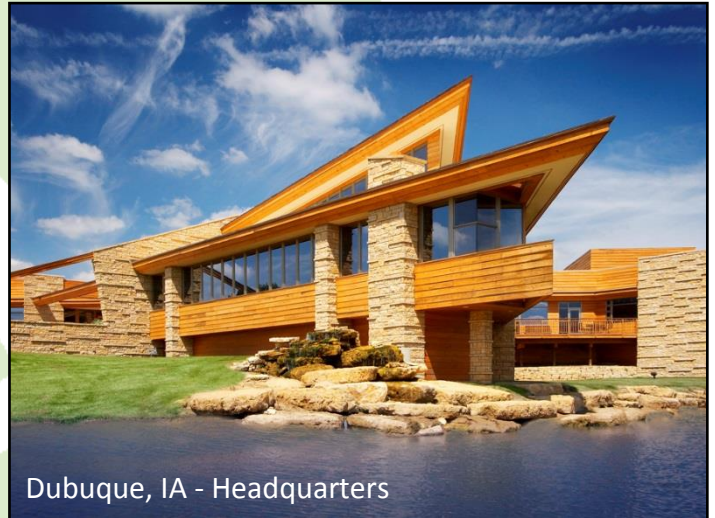
*A professional corporation in Iowa and Illinois*

## Firm founded

April 1, 1980

## Business address/Headquarters

3555 Digital Drive  
Dubuque, Iowa 52003  
563-556-8877 – Phone  
800-215-0100 – Watts  
563-556-0367 – Fax  
[www.sjarch.com](http://www.sjarch.com) – Web  
[martyj@sjarch.com](mailto:martyj@sjarch.com) – E-mail



Dubuque, IA - Headquarters



Coralville, IA - Satellite office

## Satellite Office

3273 Ridgeway Drive, Suite B  
Coralville, Iowa 52241  
319-665-2250 – Phone

## Staff

Principal -

Architect/Project Director -

Architect/Designers -

Martin H. Johnson, AIA, NCARB

Kenneth W. Johnson, AIA

Jean Evangelista, AIA

Benjamin H. Beard, AIA, LEED AP® BD+C, NCARB

Justin McCarthy, Associate AIA

Lane Laugesen

Designers/Technicians -

Kevin Barber

Lori Behrens

Ron Jacobsmeier

Dan Streif

Office Manager -

Deb Rolwes

# Firm Information

## History

- Founded on April 1, 1980 by James Straka.
- April 1, 1993 Martin Johnson purchased the firm.
- Straka Johnson Architects (SJA) is a full service design firm. SJA has designed a wide range of large and small projects, from single family homes to an 80,000 sq ft performing arts center.
- SJA gives every client's design problem the commitment and devotion it deserves. This philosophy has led to many repeat clients over the history of the firm.

## Experience

- A Professional Corporation since 1994
- In the last 3 years alone SJA has designed and overseen the construction of more than \$80 million in new and renovation construction projects.
- SJA has extensive knowledge and experience in education and recreation facilities, with projects of all types and sizes for over 30 years.

## Our team

- Currently Straka Johnson Architects, P.C. has 4 registered architects, 1 intern architect, 5 designers/technicians, and 1 Office Manager
- Standard architectural services include Schematic Design, Design Development, and Construction Document drawings. Other services may include: Master Planning, Functional Program development, interior design, landscape design, furniture design, site analysis, LEED implementation, stakeholder meetings, code and guideline compliance studies (e.g. Veterans Affairs and ADA), construction cost estimates, life-cycle cost analysis, and construction observation.

## Our Commitment:

The firm's goal has always been "to develop successful projects and satisfied clients by providing quality buildings that meet each client's specific needs - on time and within the budget". This commitment has resulted in work with clients for all types of religious, educational, public safety, health care, industrial, institutional, recreational, financial, business, restaurant and residential projects.

# Martin H. Johnson, AIA, NCARB

## *Principal-In-Charge*

Mr. Johnson is a registered Architect in Iowa, Illinois, Minnesota, Missouri and Wisconsin. He has been a practicing designer and project director for over 30 years on a variety of different projects. His experience includes: programming, site studies, building designs, specifications, interior space planning and construction administration.

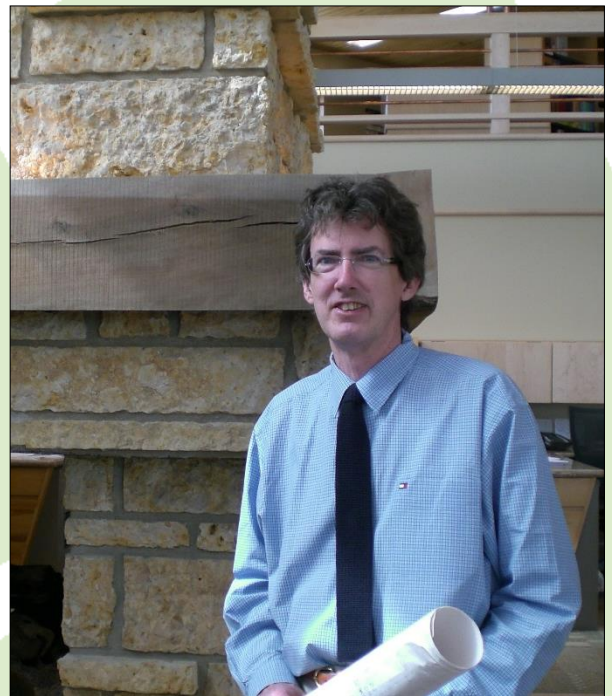
- Degree
  - Bachelor of Architecture, Iowa State University

### Project History Includes

- Dubuque Community School District
  - Senior High School Additions and Renovations
  - Carver Elementary
  - Prescott Elementary
  - Bryant Elementary Historic Window Replacement
  - Sageville Elementary Additions & Renovations
  - Washington Middle School Additions & Renovations
- University of Dubuque – 28 Buildings
  - Heritage Center
  - Charles C. Myers Library – New & Renovation
  - Myers Administration Building
  - Chlapaty Recreation & Wellness Center
  - Stoltz Sport Center Entrance & Performance Gym
  - Housing and Dormitories – New & Renovation
  - Goldthorp Science Center – New & Renovation
- Clarke University
  - Master Plan
  - Technology Center
  - Sim Laboratories
- Hartig Drug Stores – 21 projects
- Over 700 luxury homes in the Galena Area
- Cottingham & Butler – Renovation
- Galena Illinois – 21 Storefronts/Interiors Renovated

### Registrations & Affiliations

- American Institute of Architects (AIA)
- National Council of Architectural Registration Boards
- Illinois Bank & Trust Board (Director)
- Jo Daviess County Building Board of Appeals (Chairperson)
- City of Galena Board of Appeals (Member)
- City of Dubuque Task Force on Affordable Housing (Member)



# Project Approach

Our team's approach to design is rooted in a set of basic principles: a thorough knowledge and understanding of the project challenge, its situation, context and history, a collaborative approach that elicits the best input from project team members and stakeholders, an accessible and iterative design process and open-minded dialogue with our clients. We believe that the best solutions emerge not from preconceived notions, but from a thoughtful, collaborative process that best interprets an Owner's present needs, while anticipating future needs.

Integral to the Straka Johnson team's success is our ability to work closely and coordinate with the Owner, in this case the city council, the library board, the library planner and the police department. As noted below in "Project Methodology", we collaborate with the Owner from the earliest project inception, and are active participants throughout design and construction. Where they exist, existing building documentation (plans and or sketches) serve as a baseline for our work, with field verification performed as required.

## CREATIVE APPROACH

Our creative approach to projects is best described as one of discovery, working in close collaboration and iteratively with the stakeholders and the full design team. We come to every project and client with an open mind about the opportunities that may present themselves. These often arise from an interaction between the program, as an expression of the Owner's needs and desires, and the site.

The program, beyond a mere list of spaces that the building will contain, is an expression of relationships, spatial and otherwise, that serves as a prediction of how a building might be used. Given the significant investment of resources at work in the design and construction of any building, we believe it is critical that the program be approached as a loose fit, capable of accommodating change over the lifespan of the building with relative ease.

## PROJECT METHODOLOGY

Our team proposes the following project methodology:

### Obtain stakeholder input and collaborative development of the design

- Engage stakeholders early and throughout the design process using a workshop approach
- Review goals and objectives
- Study site conditions
- Understand key project criterion from the Owner's perspectives
- Develop and refine a building program, reflecting space needs and desired adjacencies.
- Explore design solutions that address the Owner's vision and goals for the project

### Schedule

- Develop a process schedule based on stakeholders' participation and key project milestones. This should be discussed, refined, and agreed at the Project kick-off meeting (see below).
- In order to ensure active participation as well as a role in evaluating the direction of the design from the appropriate constituencies, we suggest meeting at key intervals to review progress and discuss adherence to the project's planning principles.
- Include on the schedule critical meetings and presentations to the Owner, as well as with local and state regulatory authorities.

## **Budget and value engineering approach**

- Review and reconcile concept, program and cost development at key milestones, including early in the concept phase. Depending on the project delivery method selected by the Owner, estimating may be done by up to three parties: Design Team, a Construction Manager, and/or a Professional Estimator.
- Value engineering occurs at every project milestone and throughout the design process.

## **PROJECT PHASES AND PROCESS**

### **Phase I – Pre-Schematic Design**

#### **Kickoff**

The Straka Johnson team will meet with the board of directors and other stakeholders, as early as possible, to learn about the project, how it came to be, and how the vision has evolved since its inception. With these owner's representatives, the design team will:

- Frame the project goals
- Confirm the opportunities and constraints
- Establish procedures/project framework

#### **Program development**

In this task, we will come to a working understanding of the type, number, and size of assignable spaces that will be in a project. We will also set a working assumption regarding building area efficiency. This task will address, but not be limited to the following:

- Flexibility and adaptability
- Investigating synergies among potential users
- Operations and materials handling
- Building services
- Security
- Building and site circulation
- Other site characteristics

#### **Building concept**

The design team will develop alternative building concepts, making a recommendation as to the strongest option, in the context of information gathered throughout the Pre-schematic phase. The selected alternative will be developed into a full schematic design package. At this point, we would suggest performing a conceptual cost estimate, as a check against Project Budget.

#### **Sustainability Review**

Virtually every project we are commissioned to design lists 'sustainability' as a project parameter, and justifiably so. We strive to create a meaningful forum for communicating the importance of 'sustainability' to – and with – the Owner and potential users of the proposed facilities.

Several members of our team are LEED Accredited Professionals (AP), and will offer guidance throughout programming, planning, design and construction on the appropriate and reasonable aspects of sustainability.

Recent efforts in the sustainability arena include a focus on mechanical systems, in particular geothermal heating and cooling to reduce energy consumption, along with energy efficient lighting and controls, storm water quantity and quality controls, day lighting, innovative wastewater technologies, water usage reduction and efficiency, indoor air quality considerations, use of recycled content construction materials, and other innovations as appropriate. Construction and Demolition Waste Management requirements are integrated into our specifications, with a minimum target of 50% diversion by weight (of all non-hazardous C&D waste debris), as verified through a project Waste Management Plan and accompanying Waste Diversion Reports.

## Phase II - Schematic Design

In the Schematic Design (SD) phase, we will further develop the design concept for the project. The program/concept statements will be tested, verified, and refined. To ensure that needs are being met, a number of stakeholder workshops will be held in this phase, as the program statement and concept evolve toward a building design.

The work of this phase will:

- Develop plan configurations and design images for review with the Owner to determine the final design strategy.
- Analyze current and proposed vehicular and pedestrian traffic patterns.
- Develop preliminary landscape design concept.
- Survey existing MEP systems, if appropriate.
- Define key criteria and provide an outline description for the performance of the MEP systems.
- Develop electronic and/or physical models of design options to assist with the completion of schematic design decisions.
- Begin an energy model for the building, to be updated throughout the design phases.
- Develop daylighting strategies to reduce dependence on artificial lighting.
- Make preliminary selections of major equipment and develop a systems narrative.
- Evaluate sustainable design concepts and their integration with the building design.
- Develop preliminary material palettes.
- Estimate the probable construction cost of the project described in the Schematic Design documents.
- Perform a quality review of the documents, including a Sustainability review.
- Present design to the Owner and other Stakeholders.
- Document final Schematic Design for review and cost estimation.
- Meet with the authority having jurisdiction to review the life safety strategy.

## Phase III - Design Development

During the Design Development (DD) phase, the concept agreed upon in the Schematic Design phase will be developed in more detail. We anticipate that our design development drawings will form the basis for construction documentation. The workshop schedule will continue into this phase, as the design is refined.

During this phase we will:

- Develop and refine the Schematic Design.
- Prepare Design Development documents including drawings, and outline specifications.
- Perform Value Engineering Analysis working from the results of the Schematic Design cost estimate.
- Develop building systems distribution strategy.
- Estimate the probable construction cost of the building described in the Design Development documents.
- Submit Design Development documentation including plans, sections, elevations, and engineering diagrams and schedules, and draft specifications for review by the Owner.
- Present design to the appropriate Stakeholders.
- Review documents with the authority having jurisdiction
- Perform a quality review of the documents, including a Sustainability review.

## Phase IV – Construction Documents

In the Construction Documents (CD) Phase, contract drawings and specifications are prepared to convey the scope and intent of the design. During this process, any outstanding design issues are addressed and resolved. At an appropriate milestone, documents will be issued to the Owner for review and comment.

Primary tasks for this phase include:

- Assist in Value Engineering decisions, based on the Design Development cost estimate.
- Issue a progress set of drawings and specifications for the Owner's review, and cost estimating.
- Perform a late phase quality review of the documents, including Sustainability.
- Issue a complete set of Contract Documents (drawings and specifications) in sufficient detail to obtain competitive bids for constructing the project, in collaboration with the Owner for quantity and format.

Deliverables Include:

- Progress drawings and specifications at appropriate milestones.
- An estimate of probable construction cost, including contingencies and contractor mark-ups.
- A 100% set of Contract Documents, drawings and specifications, of sufficient detail to obtain competitive bids for constructing the project.

We will also work with the Owner, Construction Manager (if appropriate) and others to ensure that all required State & Federal Construction permits and required clearances are acquired.

## **Phase V – Bid**

In this phase the design team will:

- Attend and lead a Pre-Bid Conference.
- Respond to questions about the documents raised by bidders.
- Issue addenda, as required, to clarify issues raised in the bidders' questions, in cooperation with the appropriate agencies.
- Attend bid opening, if desired by the Owner.
- Review bids with the Owner and recommend award of contracts.
- Participate in Value Engineering analysis, if required.

## **Phase VI – Construction Administration**

Construction Administration (CA) is a critical phase in the realization of the project, as it is the period when the intent of the design, as communicated by the contract documents meets the reality of the conditions of the site. Contract Documents are never perfect, despite the most sincere efforts of all parties involved. They cannot fully anticipate every issue, and questions, conflicts, and problems will arise during construction. It is critical to the success of the project that the whole team – owner, contractor, design team – understand this, and approach the process in good faith and with an open mind.

During construction of the building, the design team will:

- Attend and lead a pre-construction conference.
- Review shop drawings, material samples, product data submittals, and mock-ups for conformance with the contract documents.
- Coordinate responses from the design disciplines to contractor Requests for Information.
- Preside over periodic construction meetings and pre-installation conferences, keeping and distributing accurate meeting minutes.
- Assist the Owner in processing the Contractor's payment requests and certificates of payment.
- Perform periodic site observations (as appropriate and/or negotiated).
- Perform punch list, substantial completion inspection, and final site observations.



Our products will include:

- Signed and sealed documents for building permit application.
- Periodic field observation notes.
- Responses to contractor Requests for Information.
- Project status reports.
- Project punch-list reports.

## **Phase VII - Project Closeout**

In this phase we will:

- Establish the dates of Substantial Completion and Final Acceptance.
- Attend a meeting for instruction of staff in the building operation.
- Review the Contractor's submittals for Record Drawings, Operating and Maintenance Data, and Warranties and Bonds.
- Provide warranty phase services as agreed during contract negotiations.

Deliverables will include:

- Certificates of Substantial Completion and Final Acceptance.
- Contractor's submittals for Record Drawings and Specifications, Operating and Maintenance Data, and Warranties and Bonds.
- Project record documents in both hard copy and on electronic disk along with a set in of the final drawings and specifications reproducible form.

# Project Experience

## *Dubuque Prescott Elementary*



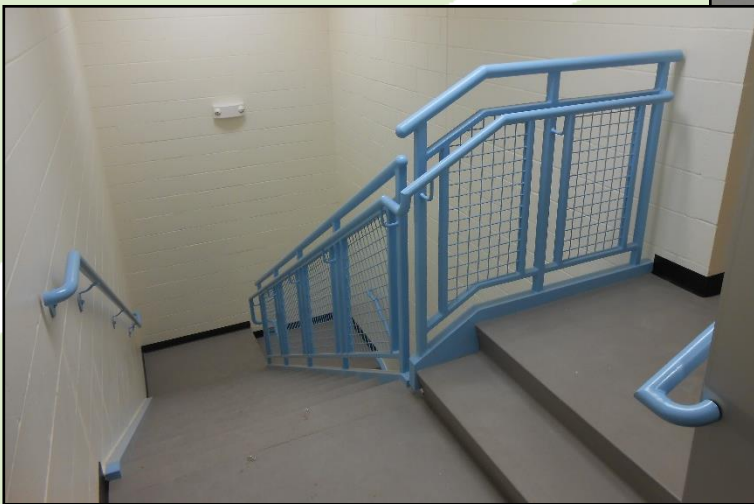
# Project Experience

## *Dubuque Carver Elementary*



## Project Experience

### *Dubuque Washington Middle School Band Room, Multipurpose & Interior Circulation*

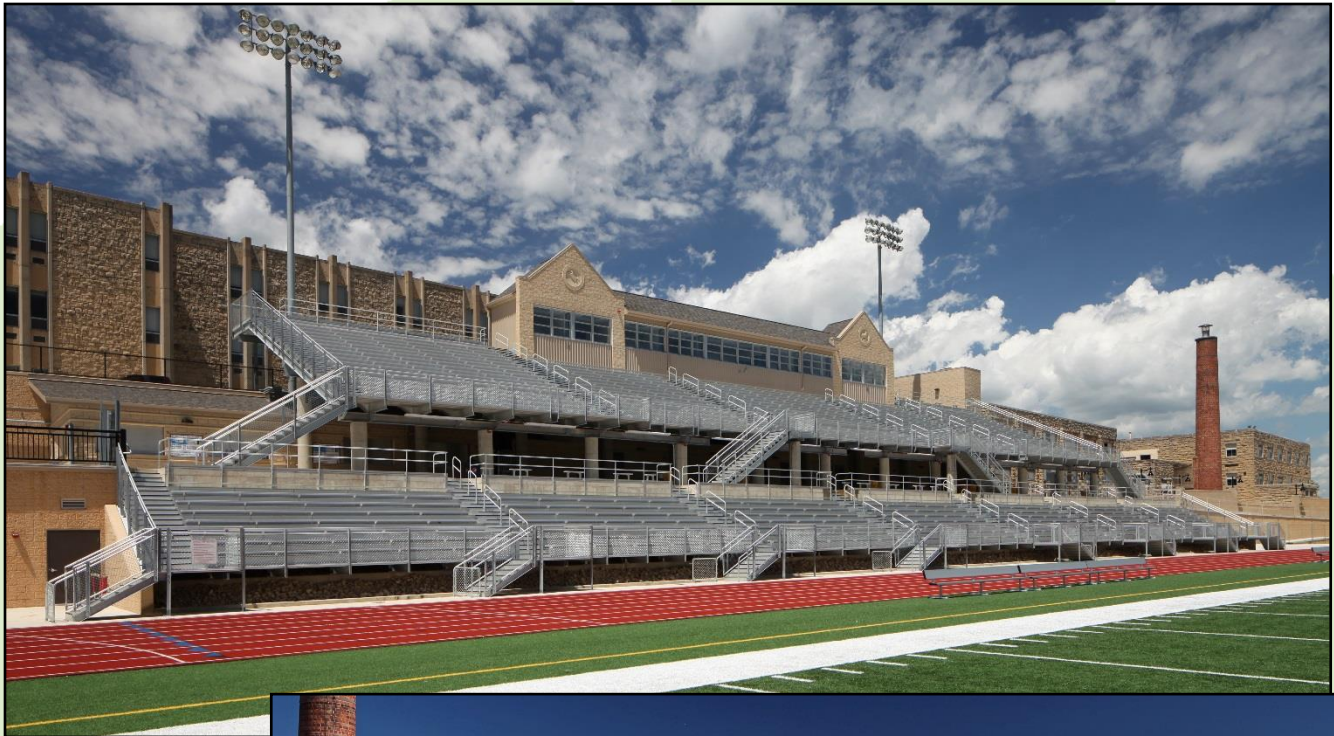


### *Dubuque Sageville Elementary - Entrance*



# Project Experience

## *Dubuque Senior High - Dalzell Field, Grandstands and School Entrance*



# Project Experience

## *Holy Family Catholic Church – Mazzuchelli Middle School Entrance & Gym*

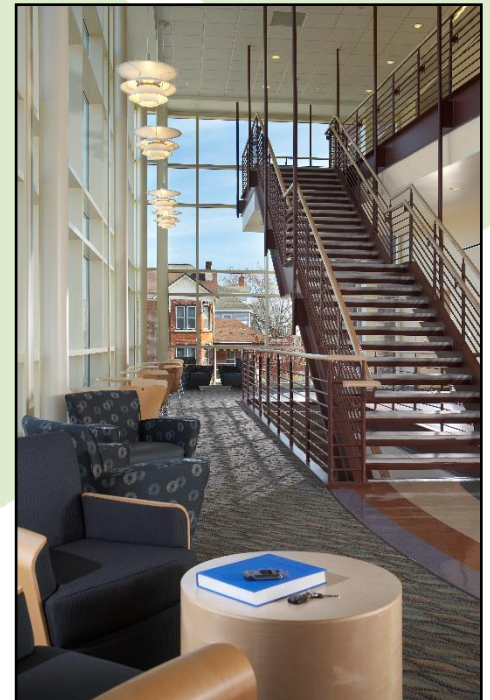


# Project Experience

## *University of Dubuque – Stoltz Gym & Entrance*



## *University Science Center*



# Project Experience

# *Various Local Projects*





# Why choose Straka Johnson Architects?

## **Experience**

The Straka Johnson Architects, P.C. has 30 years of experience creating architectural projects in the Tri-State Area. Our work includes award winning renovations and new construction for a variety of projects types. Straka Johnson Architects, P.C. has been the lead architect for well over \$75 million dollars worth of construction in the last 36 months.

## **Historic Renovation Experience**

We have completed over 20 Historic Building Renovations in Galena. As well as, Renovations/Additions on 100s of millions of dollars of Historic projects throughout the Midwest.

## **Awards/reputation**

Collectively and individually, our team has been recognized by a number of organizations and publications for the creativity and quality of our architecture, along with the frequency of our repeat and referral clients. Recently, we have received 3 awards alone for the Heritage Center on the University of Dubuque Campus, completed last May.

## **Owner awareness**

Our team's philosophy is to continually listen to our clients and absorb the essence of their needs, requirements and desires. The ability to listen is the foundation of our services to you. We are active participants throughout design and construction and have methods in place to assure project coordination to all relevant parties.

## **Technology**

Our projects clearly reflect the current application of cutting-edge technology that enhances both functional needs and administrative desires for clients of all walk.

## **Cost Containment**

We possess the willingness and desire to work in a collaborative effort to find cost effective solutions. We understand and value work in the context of good financial stewardship.

## **Constructability/construction administration**

The Construction Industry Institute (CII) defines 'constructability' as the "optimum use of [the] construction knowledge and experience in planning, design/engineering, procurement, and field operations to achieve overall project objectives". The entire Straka Johnson team takes great pride in establishing and maintaining relationships with owners and contractors before and during construction, since an atmosphere of cooperation enhances the owner's end result and achieves those project objectives.

## **Green Building Techniques/LEED – we are LEED certified**

Virtually every project we are commissioned to design lists 'sustainability' as a project parameter, and justifiably so. We strive to create a meaningful forum for communicating the importance of 'sustainability' to – and with – the Owner and potential users of the proposed facilities, and integrate the determined priorities into your project.

## **Code Compliance**

As licensed architects, engineers and interior designers, we are required to meet all applicable state and local codes including the Americans with Disabilities Act.

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