

Note: Document Redacted by Klingner & Associates, P.C. (document fully authored by Stephanie Cross)

KLINGNER
& ASSOCIATES, P.C.
Engineers • Architects • Surveyors

Inspiring Environments for Inspiring Minds



KLINGNER'S QUALIFICATIONS FOR

FOR PROFESSIONAL ARCHITECTURAL AND
ENGINEERING SERVICES FOR

CAMPUS

OCTOBER 5, 2023

COVER LETTER

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

RE: Professional Design Services for [REDACTED] Campus

Dear Superintendent [REDACTED] and Selection Committee:

Klingner & Associates, P.C. (Klingner) will work as a cohesive team member to help set a clear vision for [REDACTED] [REDACTED] (the District) new [REDACTED] Campus. Joining forces with the District and primary contributors, we will employ the vast talents of our architects, interior designers, and engineers. With deep-rooted local and regional experience, we're dedicated to state-of-the-art exemplary vocational development centers with precise attention to cost and efficient project timelines.

The following are a few reasons Klingner will serve as one of the best partners for the District:

PROVEN, LOCAL EXPERTS | Klingner has been in business for over 100 years and is headquartered in Quincy, IL. When you trust Klingner, you know that you're working with proven experts. Our most recent workforce development center project for [REDACTED] was also grant funded and is nearing completion. Additionally, Klingner has completed hundreds of educational, industrial, and commercial designs; construction; and planning projects. A sample of our relevant clients includes: [REDACTED], among others.

MULTIDISCIPLINARY SUPPORT | With all necessary disciplines in-house, Klingner's "one-stop shop" approach allows for easier coordination between design disciplines, as well as a faster response time. From the project's onset, we will work with you to refine the program of the campus, review your initial ideas against local and state code requirements, and conceptualize a signature look and feel for the Campus. When it comes time to develop the initial architecture and engineering report or begin final design, our project teams hold regular meetings, review documents prior to client delivery, cohesively carry out edits, and work together to produce the highest quality materials.

A FOCUS ON COST | Key to our approach is a focus on cost. At Klingner, our designs are crafted based on client meetings, surveys, and a series of written approvals. Having a comprehensive understanding of the District's needs is critical to develop a right-sized project. With an 85% repeat client base, our staff know that the key to client retention is a well-built building that is delivered on time and within budget. Guided by innovation, our partnerships with leading product experts will promote the use of materials and finishes that uphold the budget and elevate the sense of place and identity.

THE BEST IN PROJECT MANAGEMENT | Klingner believes in providing authentic engagement, transparent communication, and a clear understanding of your expectations. I pride myself on developing and coordinating integrated teams, creating strong partnerships with clients, and establishing project parameters with other consultants. Together with your input, Klingner will create a design that meets your vision; remains adaptable to changing needs; and is cost effective to construct, operate, and maintain.

Our success lies in meeting your expectations, and we look forward to working with you on this project.

Best Regards,

[REDACTED]

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PRIMARY CONTACT

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]



[REDACTED]

SPECIALIZED EXPERIENCE & TECHNICAL COMPETENCE

Klingner is your trusted design partner, bringing together a diverse team of experts to deliver exceptional results. With our collaborative approach and extensive project experience, we simplify your journey towards realizing your project goals.



A TRUE PARTNERSHIP FOR

Klingner is supported by 118 years of history providing professional services in the Midwest. Originally started in 1905 as Bushnell Engineering, William H. Klingner joined Bushnell and his partner McCann in 1936. In 1985, the firm was incorporated as Klingner & Associates, P.C. Steady growth, along with mergers and expansions, culminated in a diverse firm specializing in architecture, engineering, geotechnical, land surveying, and other supportive specialty services. We routinely serve communities within a 150-mile radius of our locations in Hannibal and Columbia, MO; Quincy, Galesburg, and Carbondale, IL; and Davenport, Burlington, and Pella, IA.

At Klingner, our mission is to enhance small to mid-sized Midwestern communities through compelling, cost-effective designs. Our staff of 139 licensed architects, engineers, and support personnel is built to design projects of all complexities and sizes. Our responsibility is to match what we hear from our clients with what we know as professional

design experts to develop a finished project that reflects your vision.

After decades of working in the educational design space, Klingner focuses on creating inspiring spaces that foster holistic growth and learning. We believe in designing environments that seamlessly integrate technology, encourage collaboration, and promote well-being — empowering students to reach their full potential in a dynamic and adaptable setting. We aspire to shape educational environments that not only educate and empower students but also ignite their curiosity, fuel their imagination, and nurture a lifelong passion for learning.

When you partner with Klingner, you'll discover this synergistic process that leads to transformative design and leaves you free to realize your District goals within your mission.

YOUR INTEGRAL PARTNER.

Efficient. Experienced. Responsive.

Klingner is a trusted resource for Pre K-12 school districts throughout the Midwest. We understand industrial educational design, having provided **over 100 educational-related solutions** in the past 14 years alone.

As a multidisciplinary team, we listen closely to client needs to ensure every detail of a project is on time, cost effective, and reflects Klingner standards for transparency, quality, and safety.



TAILORED SERVICES. MEANINGFUL DESIGN.

→ EDUCATIONAL BUILDINGS

Klingner designs, on average, 10 educational buildings a year including ground-up and renovation projects. In our practice, we believe it is essential to emphasize certain core design considerations. Firstly, spaces must be conducive to learning, ensuring that spaces are well-lit, acoustically sound, and ergonomically designed to support both educators and learners. Flexibility also remains key; spaces should be adaptable to diverse teaching methods and technologies. Safety is also paramount. Designs integrate evacuation routes, security measures, and accessibility features.

→ SCHOOL DISTRICTS

Having worked with over 50 school districts across the region, we understand that each new project necessitates a foundation of trust and partnership. Recognizing the mission of the District and the school board, we are committed to fostering a transparent relationship rooted in clear communication and mutual respect. We prioritize regular updates and open dialogue, ensuring stakeholders are aligned and informed at every project stage. Understanding the importance of governance structures, we prepare timely updates to facilitate smooth and swift approvals. At the heart of our approach lies a deep appreciation for the broader educational and community vision driving this project.

→ TECHNICAL EDUCATION / WORKFORCE DEVELOPMENT

Klingner has recently designed all or part of a series of workforce development environments for [REDACTED]. These educational spaces are imperative for future innovators, and our approach integrates adaptive learning environments, collaborative spaces, and cutting-edge technological infrastructure. Well equipped, hands-on training zones ensure that students are provided with both theoretical knowledge and practical skills. In partnering with educational institutions, Klingner consistently emphasizes safe, sustainable, and inspiring environments that resonate with the dynamic nature of innovation and workforce readiness, providing students the necessary skills to create life-long careers.

WORKFORCE DEVELOPMENT CENTER EXPANSION

Klingner provided preliminary architectural and engineering services for an EDA Grant Application for the [REDACTED] Workforce Development Center (WDC). The WDC is the primary location for Career and Technical Education (CTE) programs, including but not limited to welding, electrical, HVAC, manufacturing, industrial maintenance, logistics, and truck driver training. In addition, the WDC provides the location for business and industry training programs whereby local and regional businesses partner with [REDACTED] to provide customized training for their employees. The 16,000 SF addition will contain a VR lab, HVAC lab, TDT lab, and multiple classrooms. Portions of the existing building will be renovated to expand the welding lab, robotics lab, industrial maintenance lab, and manufacturing lab.

Site work includes a new entrance drive, parking lot expansion, site grading, and site utilities. The current vehicle entrance to the WDC will be removed and a new entrance room will be constructed to provide more efficient traffic flow for semi trucks and adequate parking for the expected number of new vehicles at the facility. Structural work includes building foundations and structural steel erection.

Fire sprinkler work includes a new fire sprinkler system throughout the existing building and the new addition. Plumbing work included a new water service, a new sanitary sewer lateral, a sand / oil separator, and new multi-user restrooms. HVAC work includes a new welding exhaust and make-up air units, new rooftop units, new dedicated outside air units, a new VRV system, and new exhaust systems. Electrical work includes a new generator, new power and distribution, and new lighting. Fire alarm work includes a new fire alarm system throughout the existing building and new addition.

SERVICES:

Architectural, Civil / Site, Mechanical / Electrical / Plumbing, Landscape Design, FF&E, Surveying, Geotechnical

SIZE / COST

16,000 SF (addition) [REDACTED]

COMPLETION

2023

COMMUNITY COLLEGE
AUTO-COLLISION ADVANCED
MANUFACTURING CENTER

Klingner was delighted to provide [redacted] with architecture and engineering services for the renovation of their [redacted] Auto Collision and Machine Shop facility. The transformation of the space enhances the excellent programs and student experience that [redacted] provides their students.

Klingner guided [redacted] throughout the 6 month project process, from kick-off meeting to a ribbon cutting event celebrating the new space. Klingner provided conceptual planning / schematic design, construction documents, bidding assistance, and contract administration for the project.

All upgrades were interior. Klingner utilized 3D scanning technology for onsite field verification to document the existing conditions. From there, new layouts were created for better circulation and educational use within the labs. Klingner also coordinated all programming and layouts with local related business and industry professionals to ensure all educational environment were in alignment with industry standards.

There were several updates, including finishes, equipment, LED fixtures, plumbing fixtures, new eyewash stations, a new safety shower, and door hardware. Additionally, fire rated windows were installed so the final design helped to refresh and update educational spaces.

SERVICES:

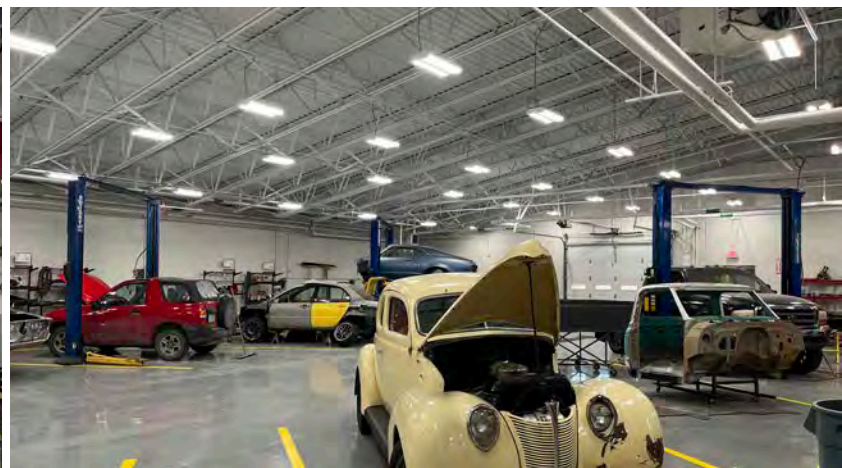
Architecture, Mechanical / Electrical / Plumbing, Survey

SIZE / COST

20,000 SF / [redacted]

COMPLETION

2021



COLLEGE VOTECH FACILITY IMPROVEMENTS

Klingner worked in collaboration with an architectural consultant to provide professional services for significant improvements to the VoTech facility. The improvements included the installation of new exhaust ventilation systems in the diesel shop, the introduction of an overhead auto exhaust system in the Agriculture (Ag) shop, and the upgrading of HVAC systems in the classrooms and office areas. Additionally, the project saw the installation of new gas-fired infrared radiant heaters, an air compressor and air dryer, compressed air piping, LED lighting, and large air circulation fans in the shop areas to enhance the overall functionality and safety of the space.

The scope of services provided by Klingner encompassed various stages of the project, from design development and construction document preparation to bidding assistance, limited construction administration, and project closeout services. During the design development phase, detailed and functional designs for each improvement were meticulously crafted to meet the specific needs of the facility. The construction document preparation involved producing the necessary documentation required for construction purposes, while bidding assistance was provided to support the selection process of appropriate contractors.

Throughout the construction phase, Klingner offered limited administration services to ensure that the project was executed smoothly and according to plan. The project was finalized with closeout services to ensure that each improvement was implemented according to specifications and requirements, contributing to a safer and more efficient learning and working environment for both students and staff at the VoTech facility.

SERVICES:

Structural, Mechanical / Electrical / Plumbing

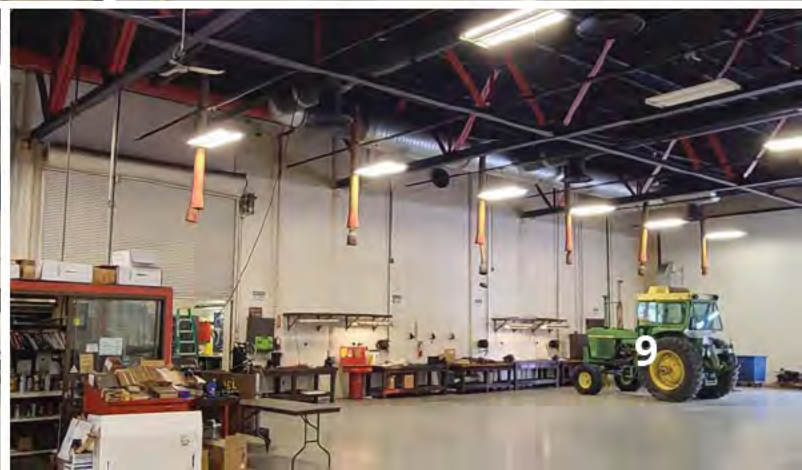
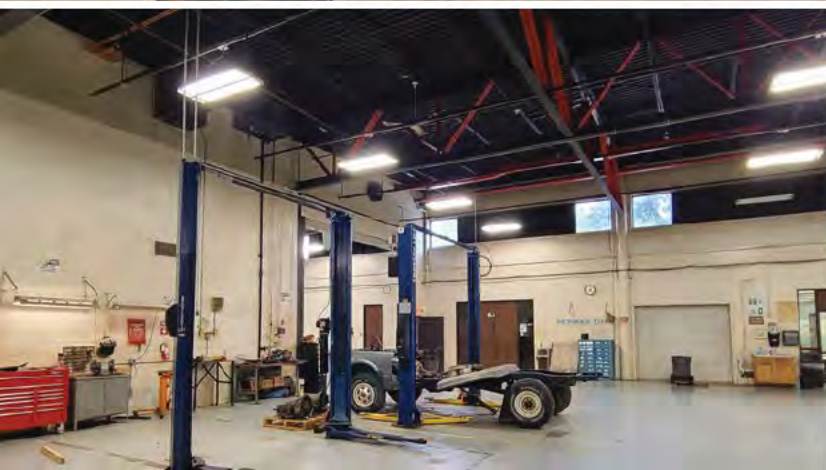
SIZE / COST

3,400 SF / \$1,111,726 (estimate)

COMPLETION

2023

EXISTING IMAGES PRIOR TO DESIGN



HIGHER EDUCATION CENTER & SAFE ROOM

Klingner provided architectural services to The Architect's Alliance for the Higher Education Center ██████████ Campus that also serves as a FEMA tornado safe room for the surrounding area. Required FEMA information, a site plan review, a study and report, an aerial exhibit of the project site, and cost estimates were gathered before design. The finished safe room area comprises 13,465 GSF with an occupancy designed for 1,820 people and an additional wheelchair occupancy of 10. The safe room area encompasses all of the classrooms, the student lounge, restrooms, mechanical room, computer services, IT room, custodial area, storage, and circulation space.

The site was regraded to provide terrace parking to fit the required grade changes for the new building on the campus site. This terracing was utilized as a landscape feature. Special MEP design features include a Variable Refrigerant Volume (VRV) HVAC system, 100% LED lighting, and a chemical waste system in the science lab.

In addition to the ██████████ Campus, Klingner has provided electrical services for the Main Building of the ██████████ Campus. Klingner's electrical team developed a one-line diagram for the entire building, evaluated the existing conditions of the electrical system, verified the existing grounding system for National Electric Code (NEC) compliance, and developed a written concept plan for upgrades.

SERVICES:

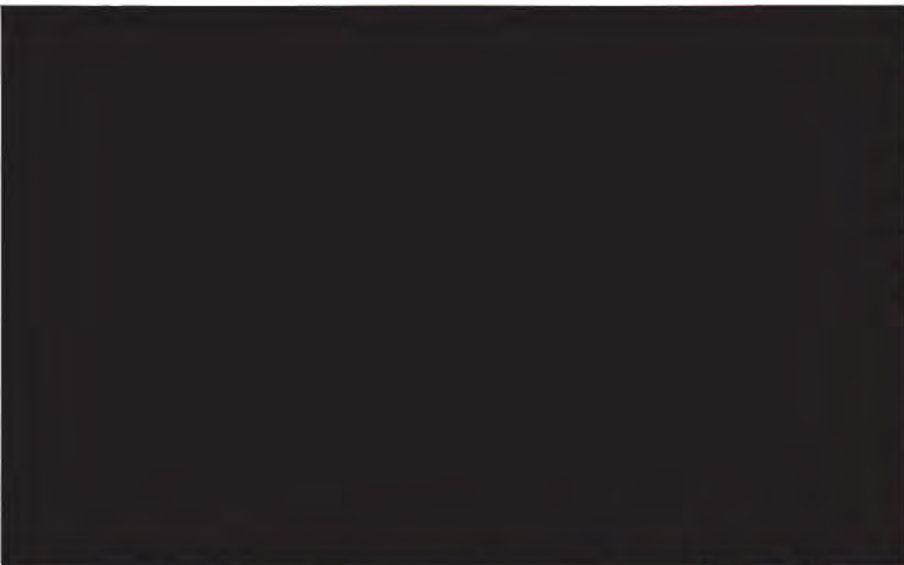
Architecture, Interior Design,
Civil / Site, Structural, Mechanical /
Electrical / Plumbing, Construction
Material Testing

SIZE / COST

18,110 SF / ██████████

COMPLETION

Summer 2013



SCIENCE CENTER

contracted Klingner for a design-build of The Science Center, a new combined science and nursing facility that more efficiently used campus space. Klingner provided architectural design, as well as civil / site, structural, and mechanical / electrical / plumbing engineering.

The building itself utilizes pre-engineered steel framing with masonry exterior walls to reflect the campus' branded look. The finished center balances traditional classrooms and conference rooms with specialized science laboratories, computer laboratories, and nursing observation rooms. Klingner further coordinated with to provide a security system layout and hardware specifications. Design improvements for temporary classroom space while the new building was in design and construction were also provided.

Klingner added additional value to the project by providing master planning services that laid a framework for branding and circulation connectivity throughout the expanding campus. During multiple meetings with the university's president and staff representatives, Klingner's engineers evaluated campus pedestrian and vehicular circulation; optimal locations for the Science Center and future planned buildings, including a student chapel and multi-level athletic facility; and student housing. All future buildings will have a complementary design as outlined by the master plan to ensure a branded experience.

SERVICES:

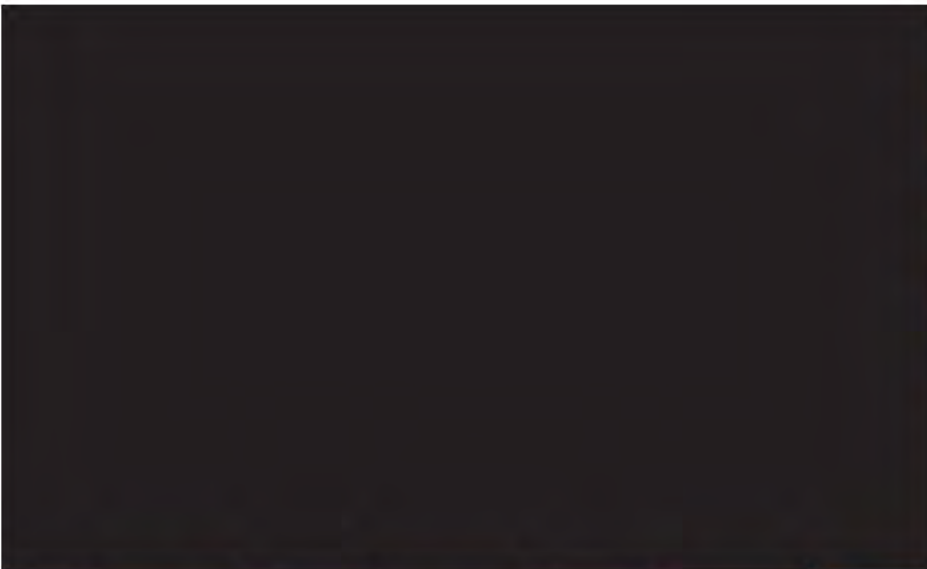
Architecture, Interior Design, Structural, Mechanical / Electrical / Plumbing

SIZE / COST

40,000 SF /

COMPLETION

Summer 2016



SCHOOL DISTRICT HIGH SCHOOL ON-GOING IMPROVEMENTS AND VO / AG CLASSROOM

Klingner worked directly for [REDACTED] School District to determine a series of District-wide improvements. Immediate needs were addressed in a wrestling room, vocational expansion, and the creation of the new track and field. The renovation of existing vocational learning space into a vocational / agricultural learning center consisted of existing classroom, ag shop, wood working shop, small engines shop, and restrooms.

A new TPO membrane roof overlayed the existing exposed fastener metal roof for better energy efficiency. Other exterior work included the replacement of steel lintels and necessary brick repairs.

The interior space was enhanced with new finishes to give the vocational / agricultural center an impressive modern look. To improve space functionality, a glass overhead door was added between the classroom and the shop. Additionally, a greenhouse lab was added with direct access to the greenhouse in order to expand the horticulture capabilities.

SERVICES:

Architectural, Mechanical / Electrical
/ Plumbing, Structural

SIZE / COST

11,000 SF / [REDACTED]

COMPLETION

Summer 2019



SCHOOL DISTRICT PRIMARY SCHOOL RENOVATION & ADDITION

Klingner was selected to develop a 20-year, multi-phased district master plan for overall improvements and expansions to account for the District's growing population. Before the bond referendum, our team worked closely with the school board, superintendent, and district administrators to develop conceptual designs and opinions of probable cost. In addition to design review meetings and school board presentations, Klingner presented this information in public listening sessions hosted by the District to gather public input and inform voters. The \$7M bond issue was approved in April 2018, the largest bond issue to ever be approved in the District.

Two additions were designed for [REDACTED] Primary School: a classroom wing and a gymnasium. The new classroom wing added eight classrooms, a resource room, storage rooms, and restrooms — allowing the District to transfer the Second Grade to the primary school and create space in the elementary school. This wing is integrated into the existing building using similar materials and colors. On the opposite side of the building sits the new gymnasium, which incorporates bright splashes of the school's colors and a feature wall to create a sense of school pride. Multiple classrooms can use the gymnasium simultaneously via an upper mezzanine with additional seating and gym dividers. The gym also features powered volleyball nets, adjustable height basketball nets, and electrical and structural elements for a future batting cage. Corridors in both the classroom and gym additions serve as FEMA-rated storm shelters to enhance safety while maximizing the functionality of these spaces.

Upgrades to the existing middle and high schools — including roofing and telephone replacements, as well as the installation of new public address and video surveillance systems — were completed with bond proceeds.

SERVICES:

Architecture, Structural, Mechanical / Electrical / Plumbing, Civil / Site, Survey, Geotechnical, Environmental

SIZE / COST

30,936 SF / [REDACTED]

COMPLETION

Summer 2020

BUILDING ADDITION

Klingner and [REDACTED] worked together in a design - build capacity to construct three building additions and an overflow parking area for [REDACTED].

The additions consisted of an office, storage, and maintenance. This new customer-friendly layout created a clear customer entrance to direct customers away from the repair area, a waiting lounge, conference room, sales floor, and six private offices. A total of five double maintenance bays for semi trucks were created in the garage. One bay serves as a wash bay, requiring a sanitary sewer connection for the oil separator. Split face block and metal panels from the existing building were carried through the new exterior.

Renovations were simultaneously made to the existing locker room, 3 service and parts offices, break room, and parts sales floor. An alternate expansion to the mezzanine was also designed.

Accessible parking was added to the front of the office, and minimal regrading was completed to ensure the office and storage entrances were ADA-compliant. Additional truck parking and storage was created in a separate lot. The new lot required regrading and stormwater detention.

SERVICES:

Architectural, Structural, Mechanical / Electrical / Plumbing, Civil / Site, Survey, Geotechnical

SIZE / COST

67,980 SF / [REDACTED]

COMPLETION

2015

SEMI-TRUCK MAINTENANCE GARAGE

Klingner designed a new maintenance garage, guard structure, and operations office area for [REDACTED] on their [REDACTED] campus.

To reduce maintenance costs and expedite construction, Klingner's engineers utilized precast concrete wall panels for the maintenance garage. The new two-story, 10,000 SF maintenance garage featured a new office area, parts room, locker room, and break room. A site redesign was also included for semi truck servicing stalls, a gate house, and an associated tractor / trailer parking lot. Existing tractor / trailer parking spots were reconfigured to optimize the number of available spots and a 12' x 12' pit scale with approaches on two sides was incorporated. A new entrance was added for semis with a minimum stacking area for six inbound and four outbound tractor / trailer units. The existing lot was retained for employee parking and passenger vehicles.

At this facility, Klingner also expanded the existing employee break room to feature remodeled / accessible restrooms, a locker room addition, seating for 90 employees, and game tables. This expansion created more career opportunities and a comfortable space for drivers to rest and rejuvenate between long travel deliveries.

SERVICES:

Architectural, Structural

SIZE / COST

10,000 SF / [REDACTED]

COMPLETION

2017

SPECIALIZED EXPERIENCE & TECHNICAL COMPETENCE

NEW ADDITION

Klingner provided professional services for a 42,000 SF building addition to the [REDACTED]. The addition accommodated a new line and included a dock with 3 additional bays, new restrooms, 6 bridge cranes, a floor trench drain system, smoke and heat ventilation, below floor plumbing, and site drainage.

A considerable amount of collaboration between Klingner and [REDACTED] [REDACTED] focused on code reviews and available options toward appropriate fire rating of the common walls and roof structures. Code reviews and collaboration focused specifically on the clients' [REDACTED] Fire Prevention Requirements" in conjunction with locally adopted International Building Code and FM Global requirements.

MEP design incorporated supply fans and ductwork, unit heaters, ventilation, two new lighting panels, and layout of general LED lighting and convenience outlets, along with floor penetrations for new sanitary and storm sewer piping. Key for the structural design was to tie in the foundations and steel framing into the existing building.

This 8-week project required Klingner to create a 2-dimensional layout to convey intent and general location on new facilities, as well as building components. A narrative language was provided to convey the client's basic intent and / or limits of the project. The result was a set of bridging documents to allow design-build entities to use to provide their proposals to [REDACTED] was ultimately selected. Klingner was also retained to support [REDACTED] for the remainder of the project.

SERVICES:

Mechanical / Electrical / Plumbing, Structural, Geotechnical, Survey, Civil / Site, Architectural, Construction Material Testing

SIZE / COST

38,000 SF / [REDACTED]

COMPLETION

2018

NEW BUILDING

Moving their [redacted] closer to the community they serve was a top priority for the [redacted]. Klingner helped make this dream a reality by designing a building that is both tailored to the organization's current needs and primed for future expansions.

Conscious of their program and funding limitations, Klingner's team worked with local and division staff to adjust the building design to fit their current program and circulation requirements. The Phase I design opens into a secured entryway with a lockable walk-through food pantry, a reception desk, and direct access to the social worker's office. Across the hall sits a large chapel / fellowship hall with a movable divider, allowing staff the flexibility to accommodate simultaneous programming, larger meals, or expanded worship services. In the chapel, a raised platform was installed to enhance sight lines for worshipers. The fellowship hall, which serves daily meals, features a wall of hooks under [redacted] motto so that personal items can remain close to clients without blocking the space. A commercial kitchen connects to the fellowship hall, complete with a serving window, food storage, and a dish room. A classroom for small breakout sessions, a back patio, and an office for a future youth program director were also built in Phase I.

Durable, low-maintenance materials were chosen and large windows were incorporated to give the building a welcoming look. LED lighting and low flow plumbing fixtures were included to decrease operational costs.

SERVICES:

Architectural, Structural, Mechanical / Electrical / Plumbing, Survey, Civil / Site, Interior Design, Construction Materials Testing, Special Structural Inspections

SIZE / COST

29,400 SF / \$4,572,330

COMPLETION

2017



CHURCH
NEW FACILITY

Klingner provided architectural, interior design, structural and mechanical / electrical design for an adaptive reuse project in [REDACTED]. The Church sought to convert a vacant grocery store into a worship and education center for the community. The task was to renovate the existing 45,000 SF, two-story site cast concrete box into a space with multiple uses.

Custom panels and baffles were designed for the ceiling and walls to enhance sound quality, and an integrated state-of-the-art lighting and sound system was designed not only throughout the auditorium, but also in the gathering space. The rest of the renovation consisted of multiple educational classrooms for children and small group meeting areas, along with a second floor youth program area and administrative and counseling offices. The gathering space also contains a coffee bar for providing refreshments and an open kitchen to allow for teaching opportunities for the community.

Klingner provided services for the project starting with programming and schematic design, moving through design development and construction documents and assisting with construction administration.

The existing water-source heat pump (WSHP) system was repurposed to supply HVAC for a large number of people instead of serving freezers and coolers. Design work included a selective demolition plan, equipment selection for space-conditioning and outside air loads, hydraulic analysis of the existing piping system, and development of new control strategies for the repurposed system.

SERVICES:

Mechanical / Electrical / Plumbing, Structural, Geotechnical, Survey, Civil / Site, Architectural, Interior Design

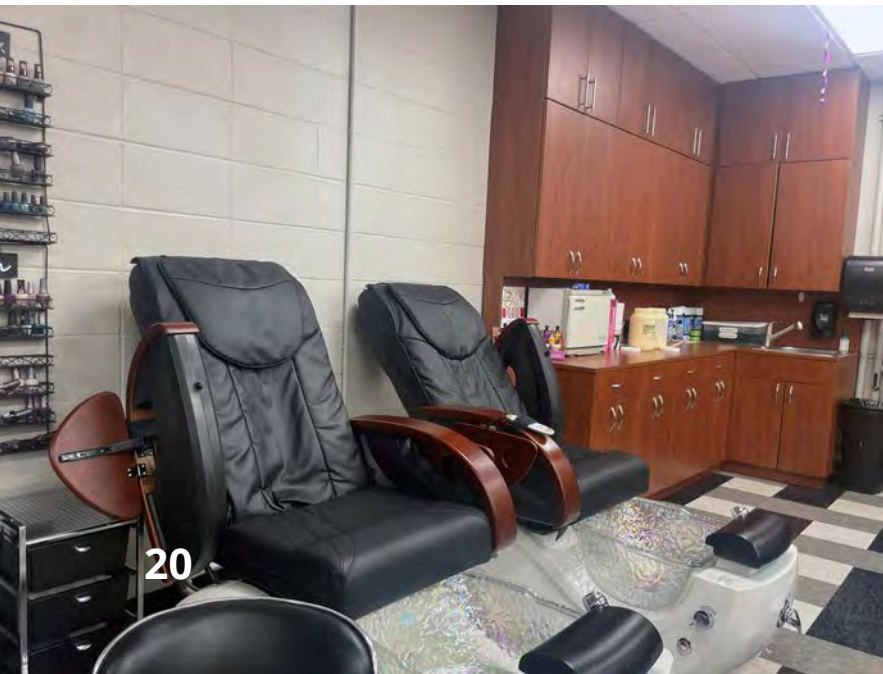
SIZE / COST

45,000 SF / \$2,513,338

COMPLETION

2017





PROJECT UNDERSTANDING & APPROACH

Klingner believes in a truly collaborative partnership between the District and other key project stakeholders. Together, we will determine the right design path for the [REDACTED] while working within budgetary and timeline parameters.

KLINGNER'S CURRENT PROJECT UNDERSTANDING

Proposed Project Manager [REDACTED] and Stephanie Cross, LEED AP, met with [REDACTED] [REDACTED] [REDACTED] Stephanie also met with Director of the [REDACTED] Career & Technical Center, [REDACTED] to gain a better understanding of the [REDACTED] [REDACTED] and other District needs.

Overall, the upcoming project will encompass both the relocation of existing programs and the establishment of new ones. Current programs set to move include Welding (11,000 SF), Autotech (10,000 SF), Machine Tool (10,000 SF), Cosmetology (6,000 SF), and office space (2,000 SF). In terms of new programmatic additions, the project will introduce spaces tailored for Culinary Arts, Hospitality, and Tourism (4,000 SF); a multi-functional community area suitable for meetings, board gatherings, and more (1,500 SF); a possible Police Substation; and a dedicated space for Health Services facilitated by [REDACTED] Hospital (8,000 SF). Once the existing programs are transitioned, their vacated spaces are positioned to accommodate [REDACTED] Community College offices and diverse course programming, potentially within the present Welding or Autotech areas. The residual space will provide for HHS or HCTC courses that are presently constrained, with considerations also being made towards modernizing the Family Consumer Science lab space.

The first project objective is developing all of the required information necessary to meet the USDA grant requirements. Working with the District and stakeholders, Klingner will provide a comprehensive overview of the project and demonstrate its feasibility, effectiveness, and

alignment with USDA goals. We anticipate meeting with the District at the beginning of the project to review the pros and cons of the provided initial spatial dimensions and to understand more about your vision for the project. Our goal is to tailor each space to facilitate efficient learning and skill acquisition while promoting interdisciplinary interaction.

After touring the existing campus, we believe that the District can easily utilize all of the existing space within the new building. Class sizes are already large, and there is good indication they can easily be expanded. With more space, the District can facilitate greater access to new equipment that will support additional advanced training of students prior to hitting the workforce. Given the diversity in technical disciplines, the campus requires an MEP and HVAC system that's both sophisticated and specialized. We propose a system design that will ensure optimal conditions for each training discipline, considering factors like air quality, temperature control, and energy efficiency.

With this project and other upcoming work, the District has an opportunity to think creatively about the future. Klingner will work with you to develop a roadmap that engages project stakeholders from start to finish. To fully fund campus improvement, the [REDACTED] community will be presented with a bond issue in 2024. The design and budget created for the USDA grant report can easily serve to highlight the incredible community value associated with [REDACTED] Campus.

A STEP-BY-STEP PROJECT APPROACH

01 Kickoff & Info Gathering

Upon selection, the Klingner team anticipates participating in a kickoff meeting with the District and any relevant committees / stakeholders to establish your ideal communication structure, review and confirm your objectives, and discuss any programming completed to date. We will also discuss the project schedule and budget. Additionally, we will verify site conditions (site analysis, code review, zoning, accessibility, and egress requirements, as required) and establish a plan for additional information gathering.

02 Evaluation Of Current Goals

To ensure each potential need is addressed, we will tour the existing ██████████ Career & Technical Center as well as the ██████████ Campus building with District staff - taking notes and photographs. A comprehensive itemized list of priorities will be developed for further exploration. Practical concerns often discussed include site / traffic flow and building circulation; equipment and material delivery; variety and flexibility in the overall space program and adjacencies; ventilation, lighting, temperature, and access controls; durable materials, furnishings, and furniture; wayfinding, signage, and graphics; seamless integration of technology; storage; and a streamlined, secure building entry sequence for staff, students, and the greater community.

03 Programming / Conceptual Design

During the Conceptual Design / Preliminary Plan Process, Klingner's Project Team will conduct programming interviews asking stakeholders to visualize the ideal learning environment. Our "Vision Session" consists of a series of questions designed to pinpoint key programmatic elements - such as functional requirements; operational requirements; needs of the staff / students / community; and image criteria - to solidify concepts from both an educational and experiential perspective.

One (1) concept will be built around programmatic and functional needs; incorporate reasonable levels of security; and satisfy District stakeholder and community expectations. Conceptual design will include site and basic landscape architecture design, including the building location, any parking lot layout modifications, service access, and utility mains and services. Klingner will meet with District

stakeholders to present the design via a floorplan and a very high level opinion of probable cost. The District will direct Klingner as to what is preferred in the final plan. The design will be modified, new plans and 3D renderings will be produced, and a final opinion of probable cost will be developed for the project.

04 Preliminary Engineering Report

The architectural / engineering report provides key information for USDA's application review. The architectural / engineering report developed by Klingner will provide a detailed description of the project components; a statement verifying that project components are consistent with the USDA project description; drawings, a site plan, and floorplans that identify project components; a feasibility analysis; any community or stakeholder engagement processes; anticipated benefits to the community proposed construction method; anticipated number of construction contracts; opinions of probable costs; anticipated permits; estimated project schedule; and budget breakdown of the tasks to be performed.

05 Environmental Narrative

Klingner will produce deliverables meeting USDA grant guidelines, having previously provided Environmental Narratives for applications that were ultimately awarded funding. With our vast experience navigating the National Environmental Policy Act requirements and ongoing relationships with local, state, and federal agencies, we can quickly identify and coordinate the necessary consultations and assist the District with avoiding and /or mitigating issues that may hinder the project. Klingner can also assist the District with any permit applications or environmental studies that may be required if the project is selected for funding.

06 Bond Issue Support

Bond issues are a significant part in advancing educational facilities and play a critical role in fostering enhanced learning environments. By providing detailed renderings, opinions of cost, and engaging presentations, Klingner will work to communicate the value of the ██████████ Campus to stakeholders. Using the materials developed as part of the architectural / engineering report, Klingner will work to ensure the community recognizes the transformative potential of this project, and supports a successful bond issuance.

07 Schematic Design

After funding is established, the design team will further define the building concepts and diagrammatic plans, so that a schematic design evolves. Klingner will again meet with the District to present the schematic design documents, including initial 3D outline drawings of the ██████████ Campus along with site and floor plans. These will illustrate the general scope, scale, and relationship of project components. During this phase, our team can begin a deep dive into exterior and interior building materials and systems as well as opinions of probable cost. We will review this information with the District to receive feedback and suggestions on prioritization. We will also provide progress updates to the USDA, as needed.

08 Design Development

Design development documents consist of 3D models and floorplans that describe the entire project, including architectural, structural, mechanical, electrical, plumbing, landscape and site features, and exterior signage, among other elements.

At this phase, the District will be able to “walk the building” through our use of 3D Revit software. This allows a great sensory experience for those who need something more than plans to fully “see” the overall design. Our team will again refine the opinion of probable cost to include design changes. Progress reports will be provided to the USDA, as required.

09 Construction Documents

Final design and construction documents will proceed following written approval of the design development documents. The final set of detailed construction documents will be coordinated between the architects and engineers. Klingner understands a comprehensive set of plans and specifications results in lower bids, lower construction costs for the project, and fewer change orders. Also, the Klingner team develops full specifications working in conjunction with vendors. All drawings and specifications go through a final quality assurance / quality control review. Additionally, we will determine the final opinion of probable cost during this phase.

08 Bidding / Permitting

Klingner is able to administer the bidding process on behalf of the District, including preparation of bid packages, advertisement for bids, distribution of plans and specifications, pre-bid meeting, addenda, bid opening, bid evaluation and recommendation, and contract documents. The bidding phase provides the opportunity for contractors to review the plans and specifications during the bidding process and provide feedback to the District and the Klingner team on any items that might need to be addressed. Throughout bidding, we will remain in constant contact with the District to make sure Requests for Information are answered in a timely manner and the process remains clear.

09 Construction Administration

The Klingner team will work with the District and the General Contractor (GC) to develop the construction schedule. We will provide construction administration, including progress meetings, shop-drawing review, review of pay requests, scheduling updates, change orders, and other services as desired by the District. Accurate implementation of the design during construction is critical to a successful project.

On-site concerns are addressed as part of regularly scheduled site visits where we observe and document the quality of work as well as weekly construction meetings. If a contractor falls behind schedule, we will report any findings to the District. Following construction, Klingner will provide project close out, punch list, and final documentation. Our involvement during construction helps to ensure the GC's work meets the design specifications as well as the District's schedule of completion. Klingner can also help the District report on construction and / or project milestones achieved, as requested by the USDA.



EXPERTISE WITH USDA RURAL DEVELOPMENT

We have significant experience working with funding agencies for the administration of grant and loan funding for various engineering and architecture projects. Within the past 10 years, 42 Klingner projects have secured various grants and loans totalling \$47,744,000.

STEPS OF FACILITATING THE GRANT PROCESS

- 01** Work with the District to develop the required architectural and engineering report that goes with the USDA application. The report will be developed over an 8-12 week period following USDA guidelines and include a narrative, project identification, alternatives analysis, and cost estimate development as well as related maps that can be used for environmental reviews.
- 02** Work with the District on the required application documents and submit the application for funding from USDA-Rural Development. This requires documentation from District on finances, budgets, audits, and other documents.
- 03** Work with the District on the environmental report process and prepare the exhibits, documentation of agency reviews, and the final environmental report.
- 04** Once the application and environmental reviews are complete, funds are obligated for the project from USDA-Rural Development. At this time, the 12-18 month design and construction services will begin.
- 05** During the design phases, bidding / procurement documents will be developed. As part of that process, USDA-required forms and bidding documents will be included in the project manual and specifications used for bidding. The design and plans development will follow the scope of work outlined within the architectural and engineering report. At the conclusion of the construction documents, plans and specifications will be submitted to USDA for review. Once any comments are addressed, the project will be authorized for bidding.
- 06** During the bidding process, Klingner will work closely with the District and USDA-Rural Development to follow any required bidding processes, such as ensuring compliance with advertisement times and publication documentation. That compliance will be documented for USDA review.
- 07** Once bidding is completed, the bids and related documentation from the low bidder will be provided to USDA-Rural Development for review and concurrence with award of the contract to the low bidder.
- 08** During the construction phase, Klingner will assist in providing any required documentation for the construction of the project, including, but not limited to, progress reports, review of proposed change orders, copies of pay estimates for requests for funds through the applicant and USDA, documentation of prevailing wage (if required), and construction observation reports, if required.
- 09** Once construction has been completed, any other required documentation will be provided to the District and USDA.



STEPHANIE A. CROSS, LEED AP

PLAN DEVELOPER | GRAPHIC DESIGN

Stephanie has been with Klingner since 2017, and has over 16 years experience with the development of client deliverables. She supports the team and the project manager by creating comprehensive strategies to merge various educational elements into a cohesive and enriching environment. Collaborating with all stakeholders, Stephanie promotes facility design that meets the unique needs of students and fosters a culture of continuous learning.

Project Highlights

- [REDACTED] **School District, Facility Master Plan, [REDACTED]**: Provided research, graphic design, technical writing, stakeholder meeting facilitation, and the final master plan report.
- [REDACTED] **Site Plan and Feasibility Study, [REDACTED]** Provided programming development for development of a site plan and cost estimates to replace their existing facility.
- [REDACTED]: Provided graphic design, stakeholder meeting facilitation, and phased reporting for the development of a new [REDACTED] office building.
- [REDACTED] **Facilities Master Planning, [REDACTED]**: Provided research, graphic design, technical writing, stakeholder meeting facilitation, and the final master plan report.
- [REDACTED] **Campus Master Plan, [REDACTED]** Provided research, graphic design, technical writing, stakeholder meeting facilitation, and the final master plan report.
- [REDACTED] Provided graphic design and stakeholder meeting facilitation.
- [REDACTED] **Master Plan, [REDACTED]** Working with a design team of two additional consultants, provided research, graphic design, technical writing, public survey, public and stakeholder meeting facilitation, and the final master plan report.
- [REDACTED] **Feasibility Study, [REDACTED]** Provided research, graphic design, technical writing, public survey, public and stakeholder meeting facilitation, and the final master plan report.

EDUCATION

[REDACTED]

REGISTRATIONS

LEED Associated Professional

OFFICE LOCATION

[REDACTED]

RESIDENCE

[REDACTED]

16+
Years
Experience

150+
Client
Deliverables

450+
Project
Hours



Our Process...

Unified. Organized. Ready.

Workload / Availability

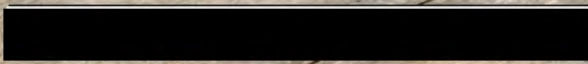
Prior to pursuing any project, Klingner goes through an in-depth “Go / No Go” decision making process that analyzes whether our staff has the capacity and capability of completing a project within the client’s set requirements listed in the RFQ. For the ██████████ Campus, we are confident that the proposed project team will be able to competently and expeditiously provide the design services required within a period of 8-12 weeks for the architectural / engineering report and the 12-18 months for the design and construction services.

Contingency Plan / Staff Backup

At Klingner, we are prepared for the unexpected. Our project manager leads weekly internal meetings so that client communication is conveyed to the whole team. Additionally, several members of our team have experience as multidiscipline project managers, and one would be selected to lead this project based on their overall availability, as necessary.

Part of our quality assurance / quality control process involves a peer review — by someone not assigned to the project — of designs or plans at each project phase. If required, our plan is to have professionals could easily step into the project because of their existing understanding. With 81 staff in the Hannibal, MO, and Quincy, IL, offices, and 139 staff total, we are able to handle potential project disruptions.





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A FRESH PERSPECTIVE. A PROVEN TRACK-RECORD.

CURRENT CLIENT SATISFACTION

Klingner takes the time to listen to our clients' needs and stay available to them throughout each project. Based on a seven-year analysis from our client satisfaction surveys, below is how our clients believe we are successfully handling their projects.



RESPONSIVENESS TO NEEDS



COST CONTROL ON PROJECT



QUALITY OF DESIGN



FOLLOW UP AFTER COMPLETION

GENERAL TEAM DATA

YEARLY AVERAGE OF BILLINGS FOR THE PAST FIVE YEARS

\$ [REDACTED]
Klingner has a track record of working on many multidisciplinary projects in any given year.

PERCENTAGE OF WORK FROM RETURN CLIENTS

85%

Klingner staff live and work in the communities we serve. Our reputation and quality of work is our largest priority in supporting our clients.

TOTAL STAFF SIZE

139

Klingner has steadily maintained a dedicated and detailed staff, ready to 'hit the ground running' on every project.



[Redacted text]



FUTURE

CAMPUS

KEY CONSIDERATIONS

For the District's ██████████ Campus, we understand the goal is to create a welcoming environment for staff, visitors, and the students. As architects, interior designers, and engineers, our team approach to design has helped actualize many complex and relevant projects for both educational and industrial clients.

DISTRICT PRIORITIES

Klingner is a firm committed to pursuing customized, engaging designs that combine what we know as experts with what we hear from our clients. After speaking with ██████████ Superintendent Susan Johnson, Chief Operations Officer Ted Sampson, and Director of the ██████████ Career & Technical Center Brent Meyer; visiting the site; and reading the RFQ, we have developed priorities for the District's project experience including:

- Creating an engaging environment for client input
- Running succinct and productive project meetings
- Producing accurate opinions of probable cost
- Strong local contractor relationships
- Providing the best in project management

The Klingner team is guided by the knowledge that transparency and partnership allow for an open exchange of ideas. Together with the District and additional stakeholders, we will deliver a project design that fosters a sense of play and creativity. We have been in business for 118 years, and every single project is a reflection of our commitment to client support and community satisfaction.





Creating an engaging environment for client input

Good design comes from an open, collaborative environment where the client is heard and understood. At Klingner, we are passionate about learning everything about our clients' needs. Our design process begins with a series of meetings that ask simple questions of the stakeholders to determine the unique complexities of your project requirements. The Klingner team will provide design leadership and facilitation to create an environment for constructive conversations about what will work best for the District. Once all ideas are on the table, our designers will take what they heard and develop a series of design alternatives to be used for further conversation. Throughout the project, the Klingner team will continue to work closely with District stakeholders. We will provide the initial architectural vision and together through ongoing communications, we will refine and elevate the project design. The District's interest and involvement will result in a design that is reflective of the students you serve.

Running succinct and productive project meetings

Time is valuable. Our team understands that while client input is imperative to good design, we must be respectful of the time taken out of the standard workday to help facilitate the project process. With every project meeting, the project manager and members of the design team will create a concise agenda with a set meeting time. We will facilitate meetings to ensure that the conversations do not stay on a single topic and that all voices are heard. Following each meeting, a set of meeting minutes are delivered to the client for review. This structure sets the stage for a meaningful yet succinct project process.

Producing accurate opinions of probable cost

The ability to generate complete and accurate cost estimates and track projected construction costs takes extensive experience and understanding of what the client and design team are envisioning for the final project. Once the project program and overall design vision is set and the concept design is complete, the Klingner team will carry out a series of measures to develop an initial opinion of probable cost. Our team will first look at current labor rates and costs of service. We will also check the product pricing against projects we have recently bid. This process will occur again after the design development phase.

With the addition of regular cost checks and balances between the design team and the District throughout the project, significant cost changes should not be required. We have done this very successfully with many projects. Minor cost reductions or additions can be addressed through alternates and / or quick design changes that do not have noticeable impacts on material quantities or the quality of the project. Any major cost additions after the initial opinion of probable cost will be noted by the design team and would require client consent prior to incorporation.



Strong local contractor relationships

Klingner's professional staff has spent decades working with the area's leading general contractors (GC). In this time, we have built lasting relationships and a deep trust and understanding. Because of these connections, local contractors know that when they bid a set of Klingner plans, the details and specifications will be clear and easily constructable. Area GCs also know that our staff makes themselves available to answer questions and to come on-site to observe any issues of constructibility. These relationships matter to us, and they help produce a better project outcome.

Providing the best in project management

Your Project Manager, [REDACTED] will lead the Klingner team in executing a transparent and coordinated approach to the architecture and engineering report followed by the design and completion of the [REDACTED] Campus. He will make sure his processes are aligned with District and USDA standards, from kickoff to completion. With emphasis on clear coordination, [REDACTED] ensures consistent daily management and regular communication with the District, fostering a collaborative environment.

Constant communication is pivotal in our approach. Klingner will engage the District with regular meetings, phone, and email updates, providing insight into the project's progression and immediate decision-making processes, all aimed at seamless coordination.

To streamline understanding for all project stakeholders, concise, clear documentation including diagrams, plans, and 3D renderings will be developed, illuminating the design vision at each stage. During construction, site visits will be conducted regularly, aligned with progress meetings, to promptly address on-site concerns alongside the General Contractor, ensuring the project stays on course.

As we approach project completion, a detailed punchlist will be prepared by our team, with a final walkthrough session to confirm completion status. Post-move-in, Klingner remains available for any arising questions or concerns from the District, underlining our commitment to responsive project management from start to finish.



Work With Us!

Klingner & Associates, P.C. is a multidisciplinary firm comprised of collaborative engineers, architects, and surveyors who have the expertise to design quality solutions for all of your project needs.

MISSOURI

HANNIBAL | 573-221-0020
COLUMBIA | 573-355-5988

ILLINOIS

QUINCY | 217-223-3670
GALESBURG | 309-343-1268
CARBONDALE | 618-331-4050

IOWA

DAVENPORT | 563-359-1348
BURLINGTON | 319-752-3603
PELLA | 515-612-7402

KLINGNER
& ASSOCIATES, P.C.

Engineers • Architects • Surveyors