

**Consulting Services Contract**  
**City of Waukesha – Thrive Architects, LLC**  
**Project Name: 2022-2023 Structural and Architectural Services**

This Contract is by and between the City of Waukesha, a Wisconsin municipal corporation, referred to herein as the City; and Thrive Architects, LLC, 259 South Street, Suite A, Waukesha, WI 53186, referred to herein as the Consultant. Together, the City and Consultant are referred to as the Parties.

**Recitals**

The City published a Request for Proposals, referred to as the RFP, for consulting services in connection with the following Project:

**2022-2023 Structural and Architectural Services**

The RFP contained a specific Scope of Work to be incorporated into the successful bidder's contract.

The Consultant submitted a proposal in response to the RFP, and was selected by the City to be awarded the contract for the Project.

The Consultant is willing to perform consulting services according to the Scope of Work stated in the RFP and the Consultant's responsive Proposal, as modified by the Parties, and to accept the award of the contract for the Project.

Now, therefore, the City and the Consultant agree and contract as follows:

1. **Scope of Work.** The Consultant shall perform the Work described on Schedule A-Scope of Work and Schedule B-Price, according to the terms and conditions of this Contract. Schedule A and B are incorporated into this Contract by reference.
2. **Standard of Work.** Consultant will perform the Work according to generally-accepted industry practices and the highest standards of the professions of the individual employees performing the Work for Consultant.
3. **Payment.** The City shall pay to Consultant the hourly wages in the attached proposals for performance of the Work in compliance with the terms and conditions of this Contract. Consultant shall invoice the City, monthly. All invoices shall be payable net 30 days.
4. **Time.** Consultant shall commence the Work as promptly after execution of this Contract as is possible, and shall complete the Work no later than December 31, 2023, subject only to delays for circumstances beyond Consultant's control, provided Consultant re-commences work promptly in good faith upon the return of normal circumstances.
5. **Ownership of Work Product.** All materials produced in the performance of the Work shall be the sole property of the City, and shall be kept confidential and not disclosed to any third party without the prior written permission of the City.
6. **Changes.** This Contract can only be amended by the written, mutual agreement of the Parties. No change to the scope of the Work, or the total amount to be paid to Consultant, shall be effective unless done by the written mutual agreement of the Parties.
7. **Indemnification.** Consultant shall indemnify, defend, and hold the City and its officials and employees harmless from any and all third-party claims, demands, causes of action, lawsuits, judgments, penalties, and other liabilities of any kind to the extent that they arise out of or in connection with Consultant's performance of the Work, including court costs and actual attorney fees.

8. **Insurance.** Consultant shall maintain insurance of the following kinds and for not less than the following limits, at Consultant's sole expense, at all times during the performance of the Work. Policies shall be occurrence, and not claims-made, policies, except for professional errors and omissions policies. Consultant shall obtain an endorsement making the City an additional insured, and Consultant's insurance shall be primary, not excess, and non-contributory. All policies shall be from insurers licensed to issue such policies in Wisconsin. Upon the execution of this Contract, Consultant shall deliver a certificate of insurance to City showing that all requirements of this section are met.
  - a. Commercial general liability, including products-completed operations, \$1,000,000 per occurrence, \$2,000,000 aggregate per project.
  - b. Automobile liability, \$1,000,000 bodily injury, \$1,000,000 property damage.
  - c. Excess liability-umbrella, \$5,000,000.
  - d. Worker compensation, statutory requirements.
  - e. Professional liability-errors and omissions, \$2,000,000, with extended-reporting period endorsement.
9. **Record Keeping.** Consultant shall keep all documents and records generated in the performance of the Work for no less than 7 years after completion of the Work, and shall make them available to the City at the City's request. Consultant acknowledges that such documents and records may be subject to Wisconsin's Open Records Law.
10. **Cooperation by City.** The City shall cooperate with the Consultant in the performance of the Work, and shall respond timely to all reasonable requests for information and access.
11. **Parties Are Independent Contractors.** Nothing in this Contract shall be construed to create any relationship between the Parties other than independent contractors. Unless specifically provided in this Contract, the Parties are not agents for one another, have no authority to bind the other to contracts, and have no vicarious liability for the other's acts or omissions.
12. **Governmental Immunities, Liability Limits, and Notice Requirements Preserved.** Nothing in this Contract shall be construed to be a waiver or modification of the governmental immunities, notice requirements, or limitations of liability imposed by Wis. Stats. §893.80 or any other law.
13. **Permits and Licenses.** Consultant shall be responsible, at Consultant's expense, for obtaining all permits and licenses required for the performance of the Work.
14. **Assignment Prohibited.** This Contract, and the Consultant's responsibility to perform the Work under this Contract, may not be assigned by the Consultant without the City's written consent.
15. **Notices.** All notices required by this Contract, and all other communications between the Parties, shall be addressed as follows:

To the City:           Attention Katie Jelacic, P.E.  
                                   City of Waukesha  
                                   201 Delafield Street  
                                   Waukesha WI 53188

To Consultant:       Attention Jeremy D. Bartlett, Architect  
                                   Thrive Architects, LLC  
                                   259 South Street, Suite A  
                                   Waukesha, WI 53186

16. **Corporate Authorization.** The individuals executing this Contract on behalf of the Consultant warrant and represent that they are duly authorized to bind the Consultant to this Contract. Consultant warrants and represents that the execution of this Contract is not prohibited by the Consultant's articles of incorporation, by-laws, operating agreement, or other internal operating orders, or by any applicable law, regulation or court order. Consultant shall provide proof upon request.
17. **Assistance of Counsel, Voluntary Contract.** The Consultant acknowledges that it has either had the assistance of legal counsel in the negotiation, review and execution of this Contract, or has voluntarily waived the opportunity to do so; that it has read and understood each of this Contract's terms, conditions and provisions, and their effects; and that it has executed this Contract freely and not under conditions of duress.
18. **Adequacy of Consideration.** The Parties acknowledge that the consideration expressed in this Contract is adequate and sufficient to make the obligations contained in this Contract binding upon the Parties.
19. **Costs of Enforcement.** The Parties agree that in the event legal action is necessary to enforce any term or condition of this Contract, then the breaching Party will pay the non-breaching Party's costs incurred in such legal action, including actual attorney fees. If a judgment is taken, then costs of enforcement will be added to the judgment, subject to statutory governmental immunities and liability limits.
20. **Severability.** If any term of this Contract is held unenforceable by a court having jurisdiction, then to the extent the unenforceable term can be severed from the remainder of this Contract without affecting the enforceability of the remainder of this Contract or substantially frustrating its purpose, it will be so severed, and the remainder of this Contract will remain in effect and enforceable.
21. **Survival and Parties Bound.** Unless specifically limited in this Contract, any term, condition or provision of this Contract will survive the execution of this Contract or any stated time periods, to the extent necessary for their performance. This Contract is binding upon, and inures to the benefit of, the Parties' successors, assigns, heirs, executors, trustees and personal representatives.
22. **Governing Law and Jurisdiction.** This Contract will be construed and enforced according to the laws of Wisconsin. If a lawsuit arises out of this Contract, it shall be filed in the state Circuit Court for Waukesha County, Wisconsin. The Parties consent to personal and subject-matter jurisdiction in Wisconsin, and waive all jurisdictional defenses.
23. **Integration, Construction of Contract.** This Contract constitutes the entire agreement of the Parties formed as a result of the City's RFP and the Consultant's responsive proposal. All other agreements and understandings of the parties with respect to the subject matter expressed in this Contract are unenforceable. If there are any conflicts among the terms of this Contract and any documents incorporated into this Contract, including Schedule A, then the terms of this Contract shall control.
24. **Termination.** Either party may terminate this Contract without cause by giving written notice of termination to the other party, with termination to occur no sooner than 20 days after delivery of the notice. Upon termination, Consultant shall be paid for all Work completed as of the date of termination.
25. **Limitation of Liability.** Consultant shall not be liable for incidental or consequential contract damages. There shall be no other limitations of Consultant's liability.
26. **Confidentiality; Public Records.** All documents created pursuant to this Contract, and all documents delivered to the City, are public records and will be subject to disclosure to the public under Wisconsin's Open Records law.
27. **Effective Date.** This Contract shall be effective as of the latest date of execution shown below.

**City of Waukesha**

\_\_\_\_\_  
By Shawn N. Reilly, Mayor  
Date: \_\_\_\_\_

\_\_\_\_\_  
Attested by Gina L. Kozlik, City Clerk  
Date: \_\_\_\_\_

To certify that funds are provided for payment:

\_\_\_\_\_  
Bridget M. Souffrant, Director of Finance  
Date: \_\_\_\_\_

**Thrive Architects, LLC**

\_\_\_\_\_  
By (print name) \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
By (print name) \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Schedule A**  
**Scope of Work**

**2022-2023 STRUCTURAL AND ARCHITECTURAL SERVICES**

The City of Waukesha structural and architectural services for 2022 and 2023 construction projects. The number of projected hours is not estimated at this time and may vary.

A few known projects for 2022 are listed below:

- The design and bidding of a 6,400 sq. ft. Out Building
- The evaluation and design of replacement exterior concrete steps in a park
- Analysis of existing block retaining wall and replacement if needed in a park
- Replacement of existing wood deck with a composite material deck
- Preliminary Foundation Design for Prefabricated Training Burn Building
- Review of existing block wall to determine if new door could be cut in.

A fixed hourly rate will be paid for the time required to complete the assigned tasks.

**Scope of Services that may be Provided by the Consultant:**

- Structural analysis of existing structure
- Design Development
- Design of Buildings or other structural components
- All Site and Civil Design and Surveying necessary to provide complete bid package
- Provide any digital CAD files in AutoCAD Civil 3D (2020) format to the City
- Preparation of Bid Documents
- Construction Phase Services
- Cost Estimates for specific project may be required prior to beginning the work

**The City will provide:**

- Any existing plans that the City owns will be given to the consultant.
- Any topographic survey data previously completed in AutoCAD Civil 3D (2020) Format.

# Proposal for 2022-2023 City of Waukesha Structural and Architectural Services

Waukesha, Wisconsin



## Mission Statement

To develop a personal  
relationship built on trust  
and integrity with each client  
we serve.



“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

1.28.2022

# Cover Letter



City of Waukesha  
201 Delafield St  
Waukesha, WI 53186  
Attn: Katie Jelacic, P.E.

RE: RFP for 2022-2023 City of Waukesha Structural and Architectural Services RFP

Dear Ms. Jalecic,

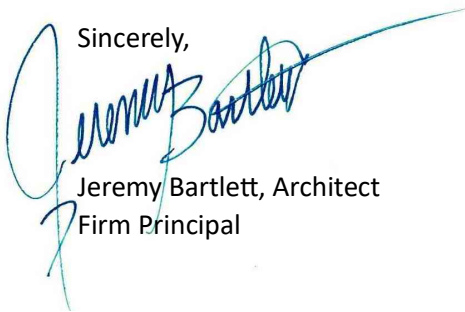
Thank you for considering our team consortium of JSD Professional Services (Civil/Surveying), Core 4 Engineering (Structural) led by Thrive Architects, Llc (whom will be the contractual entity for this consortium). We would like to express our interest in the 2022-2023 City of Waukesha Structural and Architectural Services RFP.

As requested in the submittal requirements we are providing our company information which is as follows:

Company Name:	Thrive Architects, Llc
Company Address:	259 South St., Ste A, Waukesha, WI 53186
Project Contact:	Jeremy D Bartlett, Architect
Phone Number:	833-380-6180 x1
Email:	jdb@thrive-architects.com

Thank you for the opportunity to submit our proposal. We are very excited to assist in fulfilling the needs of the Waukesha Community.

Sincerely,



Jeremy Bartlett, Architect  
Firm Principal

# Brief Narrative

## Experience and Management Style



The following is a brief narrative outlining our Architectural and Structural experience:

### Consortium Relationships and Experience:

Jeremy D Bartlett, Owner of Thrive Architects and Matthew Christianson, Owner of Core 4 Engineering (structural) have worked together for 25 years in various capacities. We both received our degrees from Milwaukee School of Engineering and attended college together. Our firms work well together and have completed over 40 projects together in the past 6 years.

Thrive Architects and JSD Professional Services (civil) are currently working together for the City of Watertown to provide a Park Restroom and additional site improvements to Riverside Park. We have a 3 year working relationship with the staff at JSD Professional Services.

### Management Style:

We would identify our management style as client driven and service based. We put a significant emphasis on client service; prompt responsiveness and implementation of the clients vision are cornerstones to our business practices.

### Core 4 Engineering - Recent Government Experience List

- Pewaukee Fire Department #2
- Waukesha Fire Station #4
- Cedarburg Schools - Thorson Elementary
- Cedarburg Schools - Parkview Elementary
- Mequon-Thiensville Gateway
- Cedar Creek Park Stage, Cedarburg
- Cudahy School District Renovations
- UW Milwaukee - Kenilworth Square Chiller Replacement & Facade Renovations (in progress)
- Waukesha County Expo Arena Upgrades



# Firm Profile



Company Doing Business As: Thrive Architects, Llc (S Corp)  
Business Start Date: 5/2015  
Corporate Address: 259 South St., Ste A, Waukesha, WI 53186  
Firm Principal: Jeremy D Bartlett, Architect  
Phone Number: 833-380-6180

Contact for RFP Response: Jeremy D Bartlett, Architect  
Email: [jdb@thrive-architects.com](mailto:jdb@thrive-architects.com)

Office Locations: Waukesha, Wisconsin  
Appleton, Wisconsin

Employed Licensed Architects: 3 Architects  
Additional Support Staff: 4 Drafting, Marketing and Support Staff

# Multiple Firms Organizational Chart



## Organization Chart Including Sub-Consultants

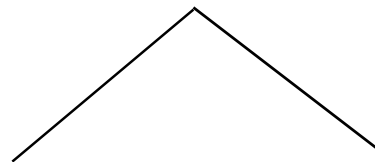
Please find the Team Structure and respective project roles below. You can be assured we have brought together a comprehensive Team to support your project design needs.

### City of Waukesha



#### Architect - Thrive Architects, Llc (S Corp)

Jeremy D Bartlett, Architect  
David Raschka, Architect, Project Manager  
Ashley Pollex, Architectural Associate



#### Structural Engineer - Core 4 Engineering, Inc.

Matthew Christianson, PE, Structural Engineer  
Reid Spiering, PE, Project Engineer/Manager

#### Civil Engineer/Survey - JSD Professional Services

Justin Johnson, PE, Associate  
Andrew Mertz, PE, Project Engineer/Manager  
Andrew Wilkowski, PLS, Surveyor  
Kevin Byrne, Senior Landscape Architect

# Resume

## Education

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

## Experience

- Licensed Architect with 20+ years of experience
- Previously worked as V.P. of Pre-Construction Services at a Construction Firm
- 20+ Years working with Churches/Religious Organizations in Design and Construction
- Bachelors Degree in Architectural Engineering with Emphasis in Structural Engineering
- Spent 2 Years Working for Civil Engineer - Street and Site Design
- Over 20+ years of Design and Construction Experience on variety of project types;  
Seniorcare, Retail, Education, Financial, Commercial, Industrial, Religious, Office,  
Residential, Hospitality, Hotel and Healthcare
- Served on Board of Zoning Appeals and Planning Commission for City of Muskego from 2010 to Present
- 18+ Years Experience Marketing and Providing Business Development

## Work history

Principal/Architect, Thrive Architects, Llc; Waukesha, WI 09/08 to present

Principal of architectural firm. Projects consist of variety of residential and commercial architecture.

Vice President, Stier Construction; Waukesha, WI 6/14 to 5/15

Vice President. Managed commercial construction including bidding and estimating as well as pre-construction services.

Project Manager, Schroeder and Holt Architects & Architecture 2000; Milwaukee, WI 06/98 to 06/14

Worked as Licensed Architect for 15+ years. Lead Project/Studio Manager of Architecture 2000. Design Specialties included: Design for the Aging (SeniorCare); Religious and Financial Institutions.

Intern Architect/Architectural Drafter, Gary Welsh, P.E. ; Elkhorn, WI 05/97 to 06/98

Collaboration with Firm Principal to develop construction documents on a variety of commercial projects and civil engineering works. Work included street engineering for the City of Elkhorn. Architectural Projects varied; Residential, Religious, Retail, Industrial, Financial and General Commercial.

## Professional Affiliations

Muskego Planning Commissioner

WALA Wisconsin Assisted Living Association Member

Waukesha County Business Alliance Member

Leading Age Wisconsin



**Jeremy D Bartlett**

Licensed Architect

### Email

[jdb@thrive-architects.com](mailto:jdb@thrive-architects.com)

### Personal Information

Enjoys Hobby Farming, Recreational Sports Softball, Football, and Volleyball. Married with 3 children.

# Resume

## Education

University of Wisconsin, Milwaukee - Bachelor of Science, Architectural Studies  
University of Wisconsin, Milwaukee - Master of Architecture

## Experience

- Licensed Architect  
Bachelors and Masters degrees in Architecture
- 10+ years of Design and Construction experience with a variety of project types, including Retail, Entertainment, Financial Institutions, Commercial, Residential, and Senior care
- 12+ years experience in manufacturing; product design and development, as well as production and fabrication management.

## Work history

Project Architect, Thrive Architects - Waukesha, WI 05/17 - present  
Architectural Project Management, Design and Drafting. Overseeing project design, construction documents and administration for a range of diverse project types including commercial, religious, senior care, retail, and residential.

Project Manager, Schroeder & Holt Architects - Milwaukee, WI 08/12 - 04/17  
Project Manager, overseeing the design and construction for Marcus Theatres throughout the Midwest. Project scope included both interior and exterior remodeling, as well as ground up new construction. Design specialties included: Theater, Retail, and Commercial Design

Draftsperson, Building Committee, Inc.; Milwaukee, WI 02/07 to 2/09  
Communicated and attended meetings with clients in various design phases to ensure creative and efficient projects. Coordinated construction documents with clients' Engineers and Architects. Developed pre-design documents, schematic plans, interior design schemes and construction documents.

## Professional Affiliations

West Allis Planning Commissioner  
NCARB

**THRIVE**  
**ARCHITECTS**



**David M Raschka**  
Licensed Architect

Email  
[dmr@thrive-architects.com](mailto:dmr@thrive-architects.com)

## Personal Information

Enjoys home remodeling,  
gardening, billiards, home brewing

# Resume

## Education

University of Wisconsin, Milwaukee - Bachelor of Science, Architectural Studies

## Experience

- 6+ years of Design and Construction experience with a variety of project types
- Bachelors degree in Architectural Studies
- 7+ years of Drafting experience
- 4+ years of Marketing and Business Development experience

## Work history

Architectural Associate, Thrive Architects - Waukesha, WI 04/19 - present

Architectural Design and Drafting. Projects consist of a variety of residential, commercial, religious, and senior care.

Project Designer, Cost of WI - Jackson, WI 05/16 - 03/19

Design and fabrication drawings. Project scope included both interior and exterior remodeling, as well as ground up new construction. Design specialties included: Zoological Parks, Museums, Casinos, Theme Parks, and Resorts.

Graphic Design Consultant, Kohl's - Menomonee Falls, WI 05/15 - 03/16

Layout drawings for store remodels, nationwide. Provided renderings and graphics for stores to coordinate visual layouts of displays before large sales and promotions.

Drafter, SRCWP Wildlife Protection Project - Altadighi, Bangladesh 01/15 - 03/15

Conceptual drawings, construction details, and artistic renderings for Altadighi National Park addition and bird hide.

Drafter, BLC Field School - University of Wisconsin, Milwaukee 06/14 - 08/14

HABS (Historic American Building Survey) documentation of historic homes in Milwaukee's Washington Park neighborhood.

## Professional Affiliations

NCARB



**Ashley M Pollex**  
Architectural Associate

Email  
[amp@thrive-architects.com](mailto:amp@thrive-architects.com)

## Personal Information

Enjoys painting, woodworking and graphic design



## Matthew N. Christianson, P.E., S.E., MASCE | Principal

Licensed Professional & Structural Engineer with over twenty years of structural design, construction administration, personnel management, quality control and business management experience. Matthew has a diverse background which includes extensive knowledge of various building systems for healthcare, educational, industrial and government facilities and religious institutions. Matthew is also the founding Principal of CORE 4 Engineering.

### PROFESSIONAL LICENSES

State of Wisconsin, Professional Engineer  
State of Illinois, Structural Engineer  
State of Florida, Professional Engineer  
State of Mississippi, Professional Engineer  
State of Oregon, Professional Engineer  
State of Minnesota, Professional Engineer  
State of Michigan, Professional Engineer  
State of Ohio, Professional Engineer  
State of Pennsylvania, Professional Engineer  
State of Iowa, Professional Engineer  
State of Missouri, Professional Engineer  
State of Indiana, Professional Engineer  
State of Nevada, Structural Engineer  
State of North Dakota, Professional Engineer  
State of South Dakota, Professional Engineer  
State of South Carolina, Professional Engineer  
State of Massachusetts, Professional Engineer  
State of Washington, Professional & Structural Engineer  
State of California, Professional & Structural Engineer  
State of Georgia, Professional Engineer  
State of Kentucky, Professional Engineer  
State of Tennessee, Professional Engineer  
State of Arkansas, Professional Engineer  
State of Louisiana, Professional Engineer  
State of Nevada, Professional Engineer

### FEATURED PROJECTS

Cedar Creek Park Bandshell  
*Cedarburg, WI*

Taylor Park Shelter  
*Sheboygan, WI*

Summit Sports Pavilion  
*Oconomowoc, WI*

Wehmhoff Jucker Park Pavilion  
*Burlington, WI*

Thiensville Comfort Station  
*Thiensville, WI*

United Grain Corporation - Bridges, Walkways & Platforms  
*Port of Vancouver, WA*

### EDUCATION

BS, Architectural Engineering, Milwaukee School of  
Engineering, Milwaukee, Wisconsin  
Major in Structural Engineering  
Minor in Business Management

### PROFESSIONAL ASSOCIATIONS

American Society of Civil Engineers (ASCE)  
American Council of Engineering Companies (ACEC)  
Structural Engineers Association of Wisconsin (SEA-WI)  
International Code Council (ICC)  
American Institute of Steel Construction (AISC)



## Reid C. Spiering, P.E. | Project Manager

As an engineer with a unique outlook, Reid uses experience to provide simple solutions to complex problems. He is client focused who prides himself on keeping an open mind to new ideas to provide the best solution possible. His Engineering experience includes a comprehensive understanding of building systems for educational facilities, healthcare, commercial, and athletic facilities.

### PROFESSIONAL LICENSE

State of Wisconsin, Professional Engineer

### EDUCATION

BS, Civil Engineering, University of Wisconsin-Milwaukee,  
Milwaukee, Wisconsin

Major in Civil Engineering, Structural Emphasis

BS, Exercise Science, Carroll University,  
Waukesha, Wisconsin

Major in Exercise Science

Minor in Business Management

### PROFESSIONAL AFFILIATIONS

Structural Engineers Association of Wisconsin (SEA-WI)

American Society of Civil Engineers (ASCE)

American Council of Engineering Companies (ACEC)

National Association for Industrial and Office Parks (NAIOP)

### FEATURED PROJECTS

Cedarburg Schools - Thorson Elementary  
*Cedarburg, WI*

Cedarburg Schools - Parkview Elementary  
*Cedarburg, WI*

Notre Dame of De Pere  
*De Pere, WI*

Milwaukee Lutheran High School  
Maintenance Building  
*Milwaukee, WI*

Peace Evangelical Lutheran  
Church and School  
*Sun Prairie, WI*



Create the vision...  
...tell the story

**Justin Johnson, PE**  
*Milwaukee Office Manager/Associate*

With over 22 years of managing experience at the local and national level, Mr. Johnson oversees operations of the JSD Milwaukee office. Undertaking all aspects of project development from inception to completion, Justin is a proactive leader, using his knowledge and technical expertise to anticipate potential challenges that may disrupt a project's schedule and budget, while coordinating in-house staff and design team consultants to produce successful designs. He is dedicated to providing clients with quality services and sustainable facilities with proficiency in land development; municipal street and utility improvements; preliminary and final roadway design; contract administration; and public and private utility coordination.

**Education/Registration**

Michigan Technological University, Houghton, Michigan

- Bachelor of Science in Civil Engineering, 1996

Professional Engineer, 2001, WI, 35051

Professional Engineer, 2007, IL, 062-060078 (inactive)

**Relevant Project Experience**

**Top Projects**

- City of Waukesha Police Department Renovation, Waukesha, WI
- Frame and Mindiola Parks Redevelopment, Waukesha, WI
- 84 South, Greenfield, WI
- Ballpark Commons, Franklin, WI
- Wal-Mart Stores, Inc., Various Locations, WI
- Tractor Supply Company, Burlington, WI
- Goodwill Retail Store, Various Locations, IL
- The Shoppes at Wyndham Village, Franklin, WI
- AutoZone, Various Locations, IL and WI
- Walgreens, Various Locations, IL and WI
- Acuity Insurance Campus Expansion, Sheboygan, WI
- Ozaukee Ice Center Expansion, Mequon, WI
- Sacred Heart at Monastery Lake, Franklin, WI
- Southbrook Church, Franklin, WI
- Harborchase of Shorewood, Shorewood, WI





Create the vision...  
...tell the story

**Andrew Mertz, PE**  
*Project Engineer*

Mr. Mertz has over 7 years of experience providing engineering and surveying services for commercial, industrial, institutional and residential developments. His engineering responsibilities include the design and preparation of grading/drainage plans, public/private utility plans, stormwater management plans/reports, construction documents, plan production/specifications, construction inspection, and permit coordination with local, state, and federal agencies. His surveying responsibilities include researching property and boundary information, drafting Certified Survey Maps, ALTA/NSPS Land Title surveys, Plat of Surveys, Condominium Plats, As-built Surveys, construction staking, and bathymetric surveys.

**Education/Registration**

University of Wisconsin-Platteville – Platteville, WI

- Bachelor of Science in Civil Engineering, (ABET Accredited), 2015

Professional Engineer, WI, 2020, PE#: 47575

**Relevant Project Experience**

**Top Projects**

- 84 South, Greenfield, WI
- Amato Chrysler/Jeep, Glendale, WI
- Amy Belle Elementary School, Colgate, WI
- Ballpark Commons, Franklin, WI
- Beacon Mixed Use, Milwaukee, WI
- Breeze Terrace, Pleasant Prairie, WI
- Fairfield Inn & Suites, Pleasant Prairie, WI
- Fedex Freight, Oak Creek, WI
- Fii Smart Manufacturing Center, Mount Pleasant
- Kwik Trip, Multiple location in WI
- Oakview Business Park, Oak Creek, WI
- St. Camillus, Wauwatosa, WI
- Verona High School Public Roadway Improvements, Verona, WI
- We Energies Substation, Various locations in WI
- Wheel & Sprocket, Multiple locations in WI



Create the vision...  
...tell the story

**Andrew Wilkowski, PLS**  
*Survey Department Manager*

Mr. Wilkowski, P.L.S., is the Survey Department Manager for the Milwaukee Regional office, who coordinates workload scheduling and communication for field crew and office staff, utilizing over 22 years of extensive experience in field procedures, data collection, AutoCAD, and document creation and submittal.

His responsibilities include document quality control and final review, inter-office collaboration, field set-up and standards management, and over-all department budget, safety, and equipment management.

**Education/Registration**

Wisconsin Professional Land Surveyor S-3121

**Relevant Project Experience**

**Top Projects**

- City of Waukesha 2021-22 Survey Services, Waukesha, WI
- Ballpark Commons Baseball Development, Franklin, WI
- Ballpark Commons Public Staking, Franklin, WI
- Ballpark Commons Stadium Staking, Franklin, WI
- Ballpark Commons - Multi-Family (Velo Village), Franklin, WI
- The Corridor - Medical Office Building, Brookfield, WI
- The Corridor Hotels, Discovery Drive & Golf Parkway, Brookfield, WI
- FedEx Facility Utilities, Oak Creek, WI
- Erin Hills Golf Course, Hartford, WI
- 84th & Layton, Greenfield, WI
- Hawkeye Hotels c/o JR Hospitality - Corridor Hotels, Brookfield, WI
- Kettle Park West, Stoughton, WI
- William A. Randolph, Inc. - Hyatt Place, Milwaukee, WI
- Kwik Trip, Inc. -Kwik Trip/PDQ ALTA Survey, Multiple Locations in WI
- New Land KK - Milwaukee, WI
- St. Camillus Tower Staking, Wauwatosa, WI
- Illinois Beach Survey, Zion, IL
- Madison College - Truax Administration Building, Madison, WI
- UW-Madison Memorial Union, Madison, WI
- UW-Madison School of Music, Madison, WI

**Affiliations**

National Society of Professional Surveyors (NSPS)  
Wisconsin Society of Land Surveyors (WSLS)



*"My passion is developing and managing creative, enjoyable, and sustainable site layouts and landscapes that invoke curiosity and activate spaces. Successful projects should intrigue visitors, extend the building programming to the outside, exceed the client's aesthetic vision, and thrive within long-term maintenance expectations."*



**Create the vision...  
...tell the story**

**Kevin Byrne, PLA, LEED AP BD+C**  
**Senior Landscape Architect**

Mr. Byrne serves as Senior Landscape Architect and civil engineering/landscape architecture Project Manager with over 20 years of municipal, commercial, educational, and institutional development proficiency. He has extensive knowledge of site layout, vehicle movements, creative hardscape and planting design, sustainability incorporation, and construction administration for projects ranging from fire/police departments and department of public works yards to retail outlets and large scale mixed-use developments. Mr. Byrne project manages all aspects of civil engineering and landscape architecture, collaborating between stake holders and the various site and building consultants to create a seamless transition from structure to site.

**Education/Registration**

University of Wisconsin - Madison, Madison, WI  
•Bachelor of Science in Landscape Architecture, 2001  
Professional Landscape Architect, 2007, WI, #552  
Professional Landscape Architect, 2009, IL, #157001321  
LEED Accredited Professional BD+C

**Relevant Project Experience**

**Municipal Projects**

- City of Waukesha Fire Station #4 Renovations, Waukesha, WI\*
- Frame and Mindiola Parks Redevelopment, Waukesha, WI
- City of Waukesha Police Station Renovations, Waukesha, WI
- Fox Point Department of Public Works Facility Assessment and Redevelopment; Fox Point, WI\*
- Jefferson County Highway Garage New Facility Selection Study (5 Sites); Jefferson County, WI \*
- Plymouth Utilities New Facility Selection Study (6 Sites) and New Construction; Plymouth, WI \*
- St. Francis Civic Center, Police Station, and Fire Station Development; St. Francis, WI\*
- Mt. Pleasant Village Hall and Police Station Development; Mt. Pleasant, WI\*
- Oak Creek City Hall and Library Development, Drexel Town Square; Oak Creek, WI\*
- Oak Creek Fire Station #1 Development; Oak Creek, WI\*
- South Shore Fire Station #8 Development; Mt. Pleasant, WI\*
- Neill R. Flood Fire Station, Delavan, WI\*

**Affiliations**

American Society of Landscape Architects  
United States Green Building Council

\* Prior to joining JSD

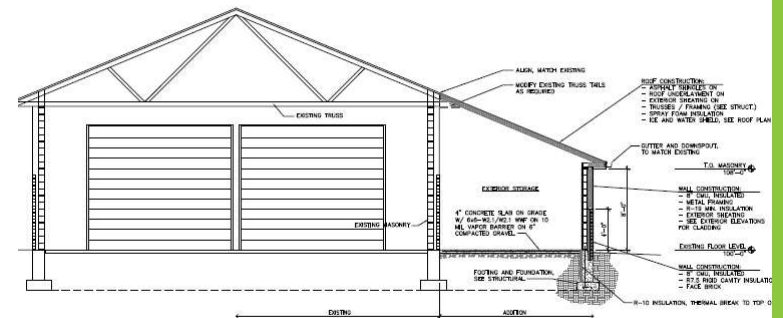
# Project Experience - Government



## CITY OF WAUKESHA FIRE DEPARTMENT STATION 4

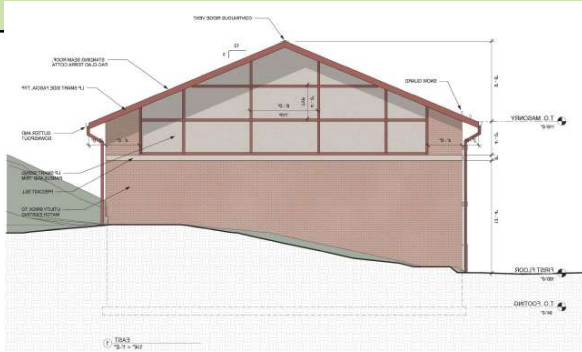
Waukesha Fire Department needed a Storage Space for their auxillary equipment and fire gear. We designed the building addition such that the architectural style matched the existing fire station. Project was recently completed in September 2021.

CITY OF WAUKESHA FIRE DEPARTMENT STATION 4  
Waukesha, WI



BUILDING SECTION  
SCALE: 1/4" = 1'-0" @ 34x22 (1/8" @

# Project Experience - Government



## PEWAUKEE FIRE DEPARTMENT STATION #2

Pewaukee Fire Department needed a Storage Building for their auxillary equipment. We designed the building such that the architectural style matched the existing fire station. Project was constructed in 2019.

PEWAUKEE FIRE DEPARTMENT STATION 2  
Pewaukee, WI



# Project Experience - Tribal Government



## POTAWATOMI HOTEL & CASINO

Our firm was selected to provide a remodel and addition to Potawatomi Hotel & Casino. Our work focused a complete office renovation and expansion of the administrative wing. Offices were expanded into the existing parking structure. Three floors of supportive offices connected to the Hotel and Casino were also part of the scope of the work.



**POTAWATOMI HOTEL & CASINO**  
Milwaukee, WI

# References



City of Waukesha Fire Station

Steven Howard, Fire Chief

Email: [showard@waukesha-wi.gov](mailto:showard@waukesha-wi.gov)

Phone: 262-524-3649

Waukesha State Bank – Waukesha, Wisconsin

Ty Taylor, Bank President

Email: [ttaylor@waukeshabank.com](mailto:ttaylor@waukeshabank.com)

Phone: 262-549-8500

City of Pewaukee– Pewaukee, Wisconsin

Scott Klein, City Administrator

Email: [sklein@pewaukee.wi.us](mailto:sklein@pewaukee.wi.us)

Phone: 262-691-0770

Kevin Bierce, Fire Chief

Email: [kbierce@pewaukee.wi.us](mailto:kbierce@pewaukee.wi.us)

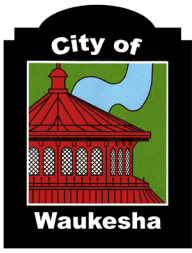
Phone: 262-522-2500

Elmbrook Church – Brookfield, Wisconsin

Chuck Weathers, Director of Facilities

Email: [cweathers@elmbrook.org](mailto:cweathers@elmbrook.org)

Phone: 262-786-7051



**CITY OF WAUKESHA ENGINEERING DIVISION  
SCOPE OF SERVICES FOR  
2022-2023 STRUCTURAL OR ARCHITECTURAL SERVICES**

<b>Consultant's Team (Include others as needed)</b>	<b>Hourly Rate*</b>
Structural Engineer – Project Manager	\$125.00
Structural Engineer	\$145.00
Surveyor	\$130.00
Architect – Project Manager	\$90.00
Architect	\$115.00
Civil and Site Design	\$165.00

See next page for additional hourly rate breakdowns of team members

Thrive Architects, Llc

Firm Name

Agent's Signature

1/27/2022

Date



# Fee Proposal



## Architect Hourly Rates:

Architectural Drafter:	\$70/Hour	Senior Architectural Drafter:	\$80/Hour
Architect Proj. Mngr:	\$90/Hour	Associate Principal Architect:	\$105/Hour
Principal Architect:	\$115/Hour		

## Structural Engineer Hourly Rates:

Principal	\$145/Hour	Structural Engineer II	\$100/Hour
Project Manager	\$125/Hour	Structural Engineer I	\$90/Hour
Structural Engineer III	\$110/Hour	Designer	\$75/Hour

## Civil Engineering and Landscape Hourly Rates:

Principal	\$225/Hour	Project Consultant	\$165/Hour
Senior Project Engineer	\$165/Hour	Senior Landscape Architect	\$150/Hour
Staff Engineer	\$125/Hour		

## Surveying Hourly Rates:

Project Manager	\$130/Hour	Office Point/Project Setup	\$100/Hour
2-Person Survey Field Crew	\$130/Hour	1-Person Survey Field Crew	\$75/Hour