

STATE OF MINNESOTA (REV 10/16/2013)

Professional Technical Services Master Contract --Encumbrance Form (For State Use Only)

RECS Project ID.:	N/A	Project Mgr.:	Bee Yang	Contract Specialist:	Sherry Van Horn
		Control No.	48092	RFP Event ID (if applicable)	2-2514
Project Name : Asbestos and Other Hazardous Material Remediation Design Master Contract					

Total Amount of Contract:	N/A	Amount of Contract First FY:		Vendor Number:	0000208662
Category Code:		Category Code:		Category Code:	
Account:		Account:		Account:	
Amount:	N/A	Amount:		Amount:	

Accounting Distribution 1:	Accounting Distribution 2:	Accounting Distribution 3:
Business Unit:	Business Unit:	Business Unit:
Accounting Date:	Accounting Date:	Accounting Date:
Fund:	Fund:	Fund:
DeptID:	DeptID:	DeptID:
AppropID:	AppropID:	AppropID:
Project ID:	Project ID:	Project ID:
Activity:	Activity:	Activity:
Amount:	Amount:	Amount:

SWIFT Contract No: **T#14AHM/77295**

 Number/Date/Entry Initials

SWIFT Order: _____
 Number / Date/ See Signature Page

[Individual signing SWIFT Order or Contract certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05]

NOTICE TO CONSULTANT: You are required to provide your social security number or Federal employer tax identification number and Minnesota tax identification number if you do business with the State of Minnesota.

Contractor Name and Address: **Liesch Associates, Inc.**
13400 15th Ave N.
Plymouth, MN 55110

Contract Execution Date: 05/01/2014
Contract End Date: 4/30/2019

(*Note: According to Minn. Stat. 16C.08 Subd. 3(5), the combined contract and amendment cannot exceed five years, unless otherwise provided for by law.)

Contact Person: **Mike Willey**
Contact Person Phone: **763.489.3126**
Contact Person Fax: **763.489.3101**
Contact Person Email: **Mike.willey@liesch.com**

**STATE OF MINNESOTA
PROFESSIONAL AND TECHNICAL SERVICES
MASTER CONTRACT
ASBESTOS AND OTHER HAZARDOUS MATERIAL REMEDIATION DESIGN**

This master contract is between the State of Minnesota, acting through its Commissioner of Administration ("State") and Liesch Associates, Inc., 13400 15th Avenue North, Plymouth, MN 55441-4532 ("Consultant").

Recitals

1. Under Minnesota Statute § 15.061 the State is empowered to engage such assistance as deemed necessary.
2. The State is in need of asbestos and other hazardous material remediation design services.
3. The Consultant represents that it is duly qualified and agrees to perform all services described in this master contract and performed under work order contracts to the satisfaction of the State.

Master Contract

1 Term of Master Contract

- 1.1 **Effective Date:** The date the State obtains all required signatures under Minnesota Statute § 16C.05, subd. 2. **The Consultant must not accept work under this master contract until this master contract is fully executed and the Consultant has been notified by the State's Authorized Representative that it may begin accepting Work Order Contracts.**
- 1.2 **Work Order Contracts.** The term of work under work order contracts issued under this master contract may not extend beyond the expiration date of this master contract.
- 1.3 **Expiration Date:** April 30, 2019.
- 1.4 **Survival of Terms.** The following clauses survive the expiration or cancellation of this master contract and all work order contracts: 8. Indemnification; 9. State Audits; 10. Government Data Practices and Intellectual Property; 13. Publicity and Endorsement; 14. Governing Law, Jurisdiction, and Venue; and 18. Data Disclosure.

2 Scope of Work

The Consultant, who is not a state employee, may be requested to perform any of the following services under individual work order contracts:

The Scope of Work for this master contract may include one or all of the following as described. A complete detailed description of required work will be furnished in each work order contract issued.

- Site inspections to develop proposals for design.
- Remediation drawings, specifications, and public bidding.
- Emergency response process.
- Project management, construction administration, and final project report.
- Other related services

Asbestos and other hazardous material abatement projects have three stages of services: remediation design, industrial hygiene services and abatement work. The remediation designer, the industrial hygiene services consultant, and the abatement contractor will be three different entities on a given project. The State reserves the right to use the same Responder for design and industrial hygiene services when it is in the best interest of the State.

The Consultant understands that only the receipt of a fully executed work order contract authorizes the Consultant to begin work under this master contract. Any and all effort, expenses, or actions taken before the work order contract is fully executed is not authorized under Minnesota Statutes and is under taken at the sole responsibility and expense of the Consultant. A sample work order contract is attached and incorporated into this master contract as Exhibit A.

The Consultant understands that this master contract is not a guarantee of a work order contract. The State has determined that it may have need for the services under this master contract, but does not commit to spending any money with the Consultant.

3 Time

The Consultant must comply with all the time requirements described in work order contracts. In the performance of work order contracts, time is of the essence.

4 Consideration and Payment

4.1 Consideration. The State will pay for all services satisfactorily performed by the Consultant for all work order contracts issued under this master contract. The total compensation of all work order contracts may not exceed \$1,000,000.00. All costs will follow the Consultant's fee schedule attached as Exhibit B and incorporated into this agreement. The Consultant may revise its fee schedule once a year after June 30, 2015. However, hourly rates may not exceed a 3% increase each year. Revised fee schedules meeting the requirements of this section will be effective on the date an amendment to this Agreement is fully executed.

Travel Expenses. There are no allowable travel or other reimbursable expenses. All such expenses are included in the Consultant's fee schedule of hourly rates.

If included in hourly rates, travel and subsistence expenses actually and necessarily incurred by the Consultant as a result of any work order contract will be in same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the commissioner of Employee Relations. A copy of the Commissioner's Plan is available on the web at: <http://www.mmb.state.mn.us/comp-commissioner> (click on "Commissioner's Plan" in the right side column). The Consultant will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state. If during the course of the work, it is determined that subconsultant(s) are needed, their costs, when approved by the State's Project Manager, will be negotiated as an additional service at one (1.0) times Responder's cost.

4.2. Payment

(A) **Invoices.** The State will promptly pay the Consultant after the Consultant presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely no more frequently than monthly.

(B) **Retainage.** Under Minnesota Statute § 16C.08, subdivision 5(b), no more than 90 percent of the amount due under any work order contract may be paid until the final product of the work order contract has been reviewed by the State's agency head. The balance due will be paid when the State's agency head determines that the Consultant has satisfactorily fulfilled all the terms of the work order contract.

5 Conditions of Payment

All services provided by the Consultant under a work order contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Consultant will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representatives and Project Managers

The State's Authorized Representative for this master contract is Sherry Van Horn, Contracts Specialist, 651.201.2376 or Gordon Christofferson, Project Operations Manager, 651.201.2380, or his/her successor, and has the responsibility to monitor the Consultant's performance.

The State's Project Manager will be identified in each work order contract.

The Consultant's Authorized Representative is Mike Willey, 763.489.3126. If the Consultant's Authorized Representative changes at any time during this master contract, the Consultant must immediately notify the State.

The Consultant's Project Manager will be identified in each work order contract.

7 Assignment, Amendments, Waiver, and Contract Complete

7.1 Assignment. The Consultant may neither assign nor transfer any rights or obligations under this master contract or any work order contract without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this master contract, or their successors in office.

7.2 Amendments. Any amendment to this master contract or any work order contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.

7.3 Waiver. If the State fails to enforce any provision of this master contract or any work order contract, that failure does not waive the provision or its right to enforce it.

7.4 Contract Complete. This master contract and any work order contract contain all negotiations and agreements between the State and the Consultant. No other understanding regarding this master contract or work order contract, whether written or oral, may be used to bind either party.

8 Indemnification

In the performance of this contract by Consultant, or Consultant's agents or employees, the Consultant must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the state, to the extent caused by Consultant's:

- 1) Intentional, willful, or negligent acts or omissions; or
- 2) Actions that give rise to strict liability; or
- 3) Breach of contract or warranty.

The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Consultant may have for the State's failure to fulfill its obligation under this contract.

9 State Audits

Under Minnesota Statute § 16C.05, subdivision 5, the Consultant's books, records, documents, and accounting procedures and practices relevant to any work order contract are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this master contract.

10 Government Data Practices and Intellectual Property

10.1. Government Data Practices. The Consultant and State must comply with the Minnesota Government Data Practices Act, Minnesota Statute Ch. 13, as it applies to all data provided by the State under any work order contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Consultant under the work order contract. The civil remedies of Minnesota Statute § 13.08 apply to the release of the data referred to in this clause by either the Consultant or the State.

If the Consultant receives a request to release the data referred to in this Clause, the Consultant must immediately notify the State. The State will give the Consultant instructions concerning the release of the data to the requesting party before the data is released.

10.2. Intellectual Property Rights

(A) *Intellectual Property Rights.* The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under work order contracts.* Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Consultant, its employees, agents, and subConsultants, either individually or jointly with others in the performance of this master contract or any work order contract. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Consultant, its employees, agents, or subConsultants, in the performance of a work order contract. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Consultant upon completion or cancellation of the work order contract. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Consultant assigns all right, title, and interest it may have in the Works and the Documents to the State. The Consultant must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(B) *Obligations*

1. *Notification.* Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Consultant, including its employees and subConsultants, in the performance of the work order contract, the Consultant will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.

2. *Representation.* The Consultant must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Consultant nor its employees, agents, or subConsultants retain any interest in and to the Works and Documents. The Consultant represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, the Consultant will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Consultant's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Consultant will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Consultant's or the State's opinion is likely to arise, the Consultant must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11 Affirmative Action Requirements for Contracts in Excess of \$100,000 and if the Consultant has More than 40 Full-time Employees in Minnesota or its Principal Place of Business

The State intends to carry out its responsibility for requiring affirmative action by its Consultants.

11.1 *Covered Contracts and Consultants.* If the Contract exceeds \$100,000 and the Consultant employed more than 40 full-time employees on a single working day during the previous 12 months in Minnesota or in the state where it has its principle place of business, then the Consultant must comply with the requirements of Minnesota Statute § 363A.36 and Minnesota Rule Parts 5000.3400-5000.3600. A Consultant covered by Minnesota Statute § 363A.36 because it employed more than 40 full-time employees in another state and does not have a certificate of compliance, must certify that it is in compliance with federal affirmative action requirements.

- 11.2 **Minnesota Statute § 363A.36.** Minnesota Statute § 363A.36 requires the Consultant to have an affirmative action plan for the employment of minority persons, women, and qualified disabled individuals approved by the Minnesota Commissioner of Human Rights (“Commissioner”) as indicated by a certificate of compliance. The law addresses suspension or revocation of a certificate of compliance and contract consequences in that event. A contract awarded without a certificate of compliance may be voided.
- 11.3 **Minnesota Rule Parts 5000.3400-5000.3600.**
- (A) *General.* Minnesota Rule Parts 5000.3400-5000.3600 implement Minnesota Statute § 363A.36. These rules include, but are not limited to, criteria for contents, approval, and implementation of affirmative action plans; procedures for issuing certificates of compliance and criteria for determining a Consultant’s compliance status; procedures for addressing deficiencies, sanctions, and notice and hearing; annual compliance reports; procedures for compliance review; and contract consequences for non-compliance. The specific criteria for approval or rejection of an affirmative action plan are contained in various provisions of Minnesota Rule Parts 5000.3400-5000.3600 including, but not limited to, parts 5000.3420-5000.3500 and 5000.3552-5000.3559.
- (B) *Disabled Workers.* The Consultant must comply with the following affirmative action requirements for disabled workers.
- (1) The Consultant must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The Consultant agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
 - (2) The Consultant agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
 - (3) In the event of the Consultant's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with Minnesota Statutes Section 363A.36, and the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
 - (4) The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the commissioner of the Minnesota Department of Human Rights. Such notices must state the Consultant's obligation under the law to take affirmative action to employ and advance in employment qualified disabled employees and applicants for employment, and the rights of applicants and employees.
 - (5) The Consultant must notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the Consultant is bound by the terms of Minnesota Statutes Section 363A.36, of the Minnesota Human Rights Act and is committed to take affirmative action to employ and advance in employment physically and mentally disabled persons.
- (C) *Consequences.* The consequences for the Consultant’s failure to implement its affirmative action plan or make a good faith effort to do so include, but are not limited to, suspension or revocation of a certificate of compliance by the Commissioner, refusal by the Commissioner to approve subsequent plans, and termination of all or part of this contract by the Commissioner or the State.
- (D) *Certification.* The Consultant hereby certifies that it is in compliance with the requirements of Minnesota Statute § 363A.36 and Minnesota Rule Parts 5000.3400-5000.3600 and is aware of the consequences for noncompliance.

12 Workers' Compensation and Other Insurance

Consultant certifies that it is in compliance with all insurance requirements specified in Exhibit D1.

Further, the Consultant certifies that it is in compliance with Minnesota Statute§ 176.181, subdivision 2, pertaining to workers' compensation insurance coverage. The Consultant's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees or agents and any claims made by any third party as a consequence of any act or omission on the part of these employees or agents are in no way the State's obligation or responsibility.

13 Publicity and Endorsement

13.1 **Publicity.** Any publicity regarding the subject matter of a work order contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Consultant individually or jointly with others, or any subconsultants, with respect to the program, publications, or services provided resulting from a work order contract.

13.2 **Endorsement.** The Consultant must not claim that the State endorses its products or services.

14 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this master contract and all work order contracts. Venue for all legal proceedings out of this master contract and/or any work order contracts, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

15 Payment to Subconsultants

(If applicable) As required by Minnesota Statute§ 16A.1245, the prime Consultant must pay all subconsultants, less any retainage, within 10 calendar days of the prime Consultant's receipt of payment from the State for undisputed services provided by the subconsultant(s) and must pay interest at the rate of one and one-half percent per month or any part of a month to the subconsultant(s) on any undisputed amount not paid on time to the subconsultant(s).

16 Minnesota Statute§ 181.59 The vendor will comply with the provisions of Minnesota Statute§ 181.59 which requires:

Every contract for or on behalf of the state of Minnesota, or any county, city, town, township, school, school district, or any other district in the state, for materials, supplies, or construction shall contain provisions by which the Consultant agrees: (1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Consultant, material supplier, or vendor, shall, by reason of race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; (2) That no Consultant, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color; (3) That a violation of this section is a misdemeanor; and (4) That this contract may be canceled or terminated by the state, county, city, town, school board, or any other person authorized to grant the contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

17 Termination

17.1 **Termination by the State.** The State or commissioner of Administration may cancel this master contract and any work order contracts at any time, with or without cause, upon 30 days' written notice to the Consultant. Upon termination, the Consultant will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

17.2 **Termination for Insufficient Funding.** The State may immediately terminate this master contract and any work order contract if it does not obtain funding from the Minnesota legislature or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Consultant. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Consultant will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the master contract or work order is terminated because of the decision of the Minnesota legislature or other funding source, not to appropriate funds. The State must provide the Consultant notice of the lack of funding within a reasonable time of the State's receiving that notice.

18 Data Disclosure

Under Minnesota Statute § 270C.65, Subdivision 3 and other applicable law, the Consultant consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state laws which could result in action requiring the Consultant to file state tax returns, pay delinquent state tax liabilities, if any, or pay other state liabilities.

19 E-Verify Certification (In accordance with Minn. Stat. §16C.075)

For services valued in excess of \$50,000, Consultant certifies that as of the date of services performed on behalf of the State, Consultant and all its subconsultants will have implemented or be in the process of implementing the federal E-Verify program for all newly hired employees in the United States who will perform work on behalf of the State. Consultant is responsible for collecting all subconsultant certifications and may do so utilizing the E-Verify Subconsultant Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EVerifySubCertForm.doc>. All subconsultant certifications must be kept on file with Consultant and made available to the State upon request.

20 Schedule of Exhibits

The following exhibits are attached and incorporated into this Master Contract.

Exhibit A: Sample Work Order

Exhibit B: Fee Schedule

Exhibit C: Consultant's Qualifications

Exhibit D1: State Insurance Requirements

Exhibit E: Affirmative Action Certification

Exhibit F: Certification Regarding Lobbying

Exhibit G: Not Used

Exhibit H: Not Used

Exhibit I: Affidavit of Noncollusion

IN WITNESS WHEREOF State has caused this Agreement to be duly executed in its behalf and the Consultant has caused the same to be duly executed on its behalf.

1. CONSULTANT – Liesch Associates, Inc.

The Consultant certifies that the appropriate person(s) have executed the contract on behalf of the Consultant as required by applicable articles or bylaws.

By: KPO
Printed Name: Kenneth P. Olson
Title: Office Manager
Date: 4/25/14

2. STATE AGENCY – Department of Administration

By: Gordon Christofferson
(with delegated authority)

Printed Name: Gordon Christofferson

Title: Project Operations Manager

Date: 4/30/14

3. COMMISSIONER OF ADMINISTRATION

As delegated to Materials Management Division

By: Ch 609

Date: 05/01/2014

38074

Exhibit A

SAMPLE STATE OF MINNESOTA PROFESSIONAL AND TECHNICAL SERVICES WORK ORDER CONTRACT

This work order contract is between the State of Minnesota, acting through its _____ ("State") and _____ ("Consultant"). This work order contract is issued under the authority of Master Contract T-Number _____, SWIFT Number _____, and is subject to all provisions of the master contract which is incorporated by reference.

Work Order Contract

1 Term of Contract

1.1 **Effective date:** _____, or the date the State obtains all required signatures under Minnesota Statute § 16C.05, subdivision 2, whichever is later.

The Consultant must not begin work under this contract until this contract is fully executed and the Consultant has been notified by the State's Authorized Representative to begin the work.

1.2 **Expiration date:** _____, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 Consultant's Duties

The Consultant, who is not a state employee, will: _____.

3 Consideration and Payment

3.1 **Consideration.** The State will pay for all services performed by the Consultant under this work order contract as follows:

(A) **Compensation.** The Consultant will be paid _____.

(B) **Travel Expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Consultant as a result of this work order contract will not exceed \$N/A_____.

(C) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Consultant under this work order contract will not exceed \$_____.

3.2. **Invoices.** The State will promptly pay the Consultant after the Consultant presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule:

4 Project Managers

The State's Project Manager is _____. The State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Consultant's Project Manager is _____. If the Consultant's Project Manager changes at any time during this work order contract, the Consultant must immediately notify the State.

SIGNATURES AS REQUIRED BY THE STATE.

Exhibit B

Liesch Associates, Inc.
Professional Services of Asbestos and Other Hazardous Material Remediation Designers

Fee Schedule
March 28, 2014

Professional Staff Identified in Submittal

<u>Name</u>	<u>Rate</u>
Michael Willey	\$120.00
Steve Carlson	\$110.00

Professional/Staff Supporting the Team

<u>Name</u>	<u>Rate</u>
Tina Cotterman (ACM Inspector & Site Supervisor, Lead Inspector & Risk Assessor)	\$98.00
Mike Muff (ACM Inspector, Site Supervisor & Project Designer; Lead Risk Assessor; Drafting)	\$90.00
Brady MacLean (ACM Inspector & Site Supervisor)	\$78.00
Steven Boutelle (ACM Inspector & Site Supervisor (pending))	\$70.00
Mike Keys-Drafting	\$90.00
<u>Support Staff (Secretarial/Support)</u>	
Wanda Jones, Melissa Bailey, Amber Underbakke, Melody Hintzen	\$60.00
Jane de Lambert	\$55.00

EXHIBIT C1 - QUALIFICATIONS PROPOSAL (PASS/FAIL Requirements)

1. List the name of at least one employee you have identified in Exhibit C2, Section 5.0, who has a current license issued by Minnesota Department of Health (MDH) to perform asbestos remediation design services.

Name of Individual	Title
<u>Michael Willey</u>	<u>Asbestos Project Designer (AD2607)</u>

2. Licensed employee identified in item 1. above must have completed at least 10 asbestos remediation design projects during the period of July 1, 2010 to December 31, 2013. List completed projects:

1. Project Name: East Village Redevelopment Date Completed: November 20, 2013
2. Project Name: Rayette Garage Redevelopment Date Completed: March 15, 2013
3. Project Name: Brainerd Regional Treatment Center (Phase I) Date Completed: March 14, 2011
4. Project Name: Brainerd Regional Treatment Center (Phase II) Date Completed: May 23, 2011
5. Project Name: Pipestone Army National Guard Date Completed: October 30, 2013
6. Project Name: Ford Center Redevelopment Date Completed: November 1, 2010
7. Project Name: Nicollet Towers Project Date Completed: November 1, 2010
8. Project Name: Jackson MN National Guard Armory Date Completed: May 20, 2012
9. Project Name: 222 Hennepin Redevelopment Date Completed: November 15, 2011
10. Project Name: Central Towers Building Date Completed: July 1, 2011

3. Responder's primary business is asbestos remediation design and/or other hazardous materials.

Yes No

Liesch is a multi-disciplined consulting firm with offices located in Plymouth and St. Paul, MN. One of our core practice areas of consulting is our Building Services group (>\$1,000,000 annual sales). The Building Services groups primary focus is asbestos, lead based paint, and other hazardous materials assessment, abatement design and oversight. Those services defined as asbestos design services in this solicitation represent more than 50% of our annual Building Services business.

and

3a. Responder ~~is able to submit~~ has attached a certified financial statement that provides evidence that the Responder's primary business is at least 51% asbestos remediation design services. Primary business means 51% of business is asbestos remediation design services.

Yes No

or

3b. In lieu of certified financial statements, a notarized letter signed by an officer of the company is acceptable and is attached. The letter must indicate that a minimum of 51% of the company's income is derived from performing asbestos remediation design services and the company will provide financial records to substantiate the percentage should the State of Minnesota request the records.

Yes No

A letter from our President is attached.

(Responder must be able to answer "Yes" to item 3. And "Yes" to either 3a. or 3b., as this is a pass/fail requirement.)

4. Responder is not an asbestos remediation designer for an asbestos and/or other hazardous material abatement contract. (Responder must be able to answer "Yes (Correct statement)" as this is a pass/fail requirement.)

Yes (Correct statement) No (Incorrect statement)

EXHIBIT C2 - QUALIFICATIONS PROPOSAL

<p>STATE OF MINNESOTA REAL ESTATE AND CONSTRUCTION SERVICES (State) Qualifications and General Requirements Information</p>	<p>1.a. PROJECT NAME (from RFP): RFP FOR MASTER CONTRACT FOR PROFESSIONAL SERVICES OF ASBESTOS AND OTHER HAZARDOUS REMEDIATION DESIGNERS</p> <p>1.b. PROJECT LOCATION (from RFP): Various</p>
<p>2. RESPONDER'S LEGAL NAME & ADDRESS (include 9-digit zip code):</p> <p>Liesch Associates, Inc. 13400 15th Avenue North Plymouth, MN 55441-4532</p> <p>2a. COUNTY OF RESPONDER'S LOCATION: Hennepin</p> <p>2b. RESPONDER'S STATE SWIFT VENDOR NO. : VN0000208662_1</p> <p>2c. RESPONDER'S FEDERAL ID NUMBER OR SOCIAL SECURITY NUMBER: FEIN: 41-1284046</p> <p>2d. RESPONDER'S LEGAL STATUS (CORPORATION, PARTNERSHIP, OR SOLE PROPRIETOR): Corporation</p>	<p>2e. DATE FIRM ESTABLISHED: 1968</p> <p>2f. DATE FIRM STARTED TO PROVIDE ASBESTOS REMEDIATION DESIGN SERVICES: 1995</p> <p>2g. % OF RESPONDER'S TOTAL BUSINESS FOR EACH OF THE FOLLOWING REMEDIATION DESIGN SERVICES:</p> <ul style="list-style-type: none"> • ASBESTOS REMEDIATION DESIGN: <u> 80 </u> % • MOLD REMEDIATION DESIGN: <u> 5 </u> % • DUCT CLEANING DESIGN: <u> <1 </u> % • LEAD REMEDIATION DESIGN: <u> 9 </u> % • OTHER HAZARDOUS MATERIAL REMEDIATION DESIGN: <u> 5 </u> %

3a. NAME & TITLE OF PERSON SIGNING PROPOSAL (see Section 11):

Brian B. Liesch, President

3b. TELEPHONE NO. OF INDIVIDUAL IDENTIFIED IN 3a: **763-489-3130**

3c. FAX NUMBER OF INDIVIDUAL IDENTIFIED IN 3a: **763-489-3101**

3d. EMAIL ADDRESS OF INDIVIDUAL IDENTIFIED IN 3a:
Brian.liesch@liesch.com

3e. RESPONDER'S WEBSITE ADDRESS (if available):
www.liesch.com

4. POINT OF CONTACT – IDENTIFY A SINGLE INDIVIDUAL TO WHOM THE STATE MAY DIRECT QUESTIONS OR SEND A PROJECT-SPECIFIC REQUEST FOR PROPOSAL AS NEEDED DURING THE TERM OF THE MASTER CONTRACT

4a. CONTACT PERSON'S NAME & TITLE:
Mike Willey, Manager-Building Services Group, Senior PM

4b. TELEPHONE NO. OF INDIVIDUAL IDENTIFIED IN 4a: **763-489-3126**

4c. FAX NUMBER OF INDIVIDUAL IDENTIFIED IN 4a: **763-489-3101**

4d. EMAIL ADDRESS OF INDIVIDUAL IDENTIFIED IN 4a:
Mike.willey@liesch.com

5. STAFF EXPERTISE. PROVIDE THE FOLLOWING INFORMATION FOR **EACH** EMPLOYEE OF THE RESPONER WHO WILL PROVIDE THE ASBESTOS AND OTHER HAZARDOUS MATERIAL REMEDIATION DESIGN SERVICES IDENTIFIED IN THIS RFP (complete this section for each employee providing services indicated):

<p>a. NAME AND TITLE:</p> <p>Michael Willey, Manager-Building Services Group, Senior PM</p>	<p>a. NAME AND TITLE:</p> <p>Steve Carlson, CHMM, IH/Hazardous Materials PM</p>
<p>b. NAME OF LICENSE(S) AND CERTIFICATIONS ALONG WITH THEIR NUMBERS CURRENTLY ISSUED TO EMPLOYEE IDENTIFIED IN 5a. (Attach a copy of all licenses and certifications.):</p> <p>MN Asbestos Inspector (AI2607) MN Asbestos Site supervisor (AS2607) MN Asbestos Project Designer (AD2607) MN Asbestos Management Planner (AM2607) MN Lead Project Designer (LD313) MN Lead Risk Assessor (LR313)</p>	<p>b. NAME OF LICENSE(S) AND CERTIFICATIONS ALONG WITH THEIR NUMBERS CURRENTLY ISSUED TO EMPLOYEE IDENTIFIED IN 5a. (Attach a copy of all licenses and certifications.):</p> <p>MN Asbestos Inspector (AI2967) MN Asbestos Site supervisor (AS2967) MN Asbestos Project Designer (AD2967) MN Asbestos Management Planner (AM2967) MN Lead Risk Assessor (LR229) Certified Hazardous Materials Manager (05581) ACAC Certified Indoor Environmental Consultant (0609008) ACAC Certified Microbial Remediation Supervisor (0711006)</p>

c. FOR EACH OF THE FOLLOWING HAZARDOUS MATERIALS, PROVIDE NUMBER OF YEARS EMPLOYEE HAS PERFORMED REMEDIATION DESIGN SERVICES. (FOR ASBESTOS REMEDIATION DESIGN, PROVIDE NUMBER OF YEARS OF DESIGN PRIOR TO RECEIVING MDH LICENSE AND NUMBER OF YEARS OF DESIGN AFTER RECEIVING MDH LICENSE):

- ASBESTOS –
YEARS EXPERIENCE PRIOR TO MDH LICENSE: 0

YEARS EXPERIENCE AFTER MDH LICENSE: 20
- MOLD -
YEARS EXPERIENCE: 20
- DUCT CLEANING –
YEARS EXPERIENCE: 10
- LEAD
YEARS EXPERIENCE: 19
- OTHER HAZARDOUS MATERIAL (describe)
YEARS EXPERIENCE: 20

Special waste such as PCB containing materials, mercury, and other wastes have been part of my comprehensive assessment, design, and oversight during my career.

c. FOR EACH OF THE FOLLOWING HAZARDOUS MATERIALS, PROVIDE NUMBER OF YEARS EMPLOYEE HAS PERFORMED REMEDIATION DESIGN SERVICES. (FOR ASBESTOS REMEDIATION DESIGN, PROVIDE NUMBER OF YEARS OF DESIGN PRIOR TO RECEIVING MDH LICENSE AND NUMBER OF YEARS OF DESIGN AFTER RECEIVING MDH LICENSE):

- ASBESTOS –
YEARS EXPERIENCE PRIOR TO MDH LICENSE: 0

YEARS EXPERIENCE AFTER MDH LICENSE: 25
- MOLD -
YEARS EXPERIENCE: 25
- DUCT CLEANING –
YEARS EXPERIENCE: 5
- LEAD
YEARS EXPERIENCE: 10
- OTHER HAZARDOUS MATERIAL (describe)
YEARS EXPERIENCE: 25

Special waste such as PCB containing materials, mercury, and other wastes have been part of my comprehensive assessment, design, and oversight during my career.

6. PROJECT EXPERIENCE FOR EMPLOYEES IDENTIFIED IN SECTION 5 ABOVE. FOR EACH OF THE EMPLOYEES NAMED IN SECTION 5 ABOVE, PROVIDE PROJECT EXPERIENCE INFORMATION DURING THE PERIOD OF JULY 1, 2010 to DECEMBER 31, 2013 FOR 6a-6e BELOW.

EMPLOYEE NAME: Michael Willey

6a. ASBESTOS REMEDIATION DESIGN TOTAL NUMBER OF PROJECTS COMPLETED: >100

PROVIDE THE FOLLOWING INFORMATION ON TEN (10) COMPLETED PROJECTS:

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
1. Ryan Companies US, Inc. Minneapolis, Minnesota <u>East Village Redevelopment</u> Demo of three buildings as part of Vikings Stadium/Wells Fargo development. Completed design on each of three buildings. Abatement planned for 2014.	Senior Project Manager – Asbestos Designer	\$ 80,000 (survey and design costs only)	450 Million	2013
2. Sherman Associates, Inc. Minneapolis, Minnesota <u>Rayette Parking Garage</u> Redevelopment-building conversion from industrial to housing. Historic 7 story structure. Work consists of ACM, lead and haz material abatement/removal. Completed the assessment, design and abatement oversight.	Senior Project Manager – Asbestos & Lead Designer	\$76,000	15 Million	2013
3. Minnesota Department of Administration Real Estate and Construction Services St. Paul, Minnesota <u>Brainerd Regional Treatment Center (Phase I)</u> Project utilized current Design Contract with MnDOA. Demolition of 13 structures on the former campus. Completed design and inspected abatement.	Senior Project Manager – Asbestos Designer	\$ 50,000	\$ 700,000	2012

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
<p>4. Minnesota Department of Administration Real Estate and Construction Services St. Paul, Minnesota <u>Brainerd Regional Treatment Center (Phase II)</u> Project utilized current Design Contract with MnDOA. Demolition of Admin building, power plant and other structures on the former campus. Completed design and inspected abatement.</p>	Senior Project Manager – Asbestos Designer	\$ 60,000	\$ 650,000	2013
<p>5. Department of Military Affairs Facility Management Office, Camp Ripley Little Falls, Minnesota <u>Pipestone National Guard Armory</u> DMA used MnDOA contract for this project. Remodel of Armory. Removal of old systems. Completed design.</p>	Senior Project Manager – Asbestos Designer	\$ 6,484	\$ 49,000	2013
<p>6. United Properties Minneapolis, Minnesota <u>Ford Centre Redevelopment Project</u> Conversion of space near Twins Stadium to Class A commercial. Completed assessment, design and abatement oversight of ACM, lead, and other hazardous materials (PCB, mercury).</p>	Senior Project Manager – Asbestos Designer	\$ 420,811	\$110 Million	2013
<p>7. TMB-Nicollet Towers Minneapolis, Minnesota <u>Nicollet Towers Renovation Project</u> Abatement design and oversight of microbial and asbestos of exterior of 25 story and 12 story apartment complex.</p>	Senior Project Manager – Asbestos Designer	\$ 108,081	15 Million	2013

Exhibit C – Qualifications Proposal

Master Contract for Professional Services of Asbestos and Other Hazardous Material Remediation Designers

Rev1

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
8. Department of Military Affairs Facility Management Office, Camp Ripley Little Falls, Minnesota Jackson National Guard Armory DMA used MnDOA contract for this project. Remodel of Armory. Removal of old systems. Completed design.	Senior Project Manager – Asbestos Designer	\$ 4,137	Unknown	2012
9. Ryan Companies US, Inc. Minneapolis, Minnesota 222 Hennepin Redevelopment Building conversion from commercial to housing. Completed assessment, design and abatement oversight of ACM, lead and hazardous materials.	Senior Project Manager – Asbestos Designer	\$51,000	25 Million	2013
10. PEMBCO Minneapolis, Minnesota New Central Towers Remodeling Remodeling of this occupied structure. Completed assessment, design and abatement oversight.	Senior Project Manager – Asbestos Designer	\$ 75,000	5 Million	2012

6b. **MOLD REMEDIATION DESIGN** TOTAL NUMBER OF PROJECTS COMPLETED: >50

PROVIDE THE FOLLOWING INFORMATION ON ONE (1) **COMPLETED** PROJECT:

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
1. Macys Cincinnati, OH Macys – Minnesota Mall Assessment of possible mold development in ducting of mall space. Made recommendation of remedial options for addressing findings.	Senior Project Manager – Mold Remediation Designer	\$ 5,000	Unknown	2012

Exhibit C – Qualifications Proposal

Master Contract for Professional Services of Asbestos and Other Hazardous Material Remediation Designers

Rev1

6c. **DUCT CLEANING DESIGN** TOTAL NUMBER OF PROJECTS COMPLETED: >5

PROVIDE THE FOLLOWING INFORMATION ON ONE (1) **COMPLETED** PROJECT:

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
1. United Properties Minneapolis, Minnesota Ford Centre Redevelopment Project As part of site conversion to Class A office space, assessed and made recommendation on dealing with impacts detected in on-site duct work.	Senior Project Manager – Mercury and PCB Designer	\$ 420,811	110 Million	2013

6d. **LEAD REMEDIATION DESIGN** TOTAL NUMBER OF PROJECTS COMPLETED: >20

PROVIDE THE FOLLOWING INFORMATION ON ONE (1) **COMPLETED** PROJECT:

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
1. Sherman Associates, Inc. Minneapolis, Minnesota Rayette Parking Garage Redevelopment-building conversion from industrial to housing. Historic 7 story structure. Work consisted of preparing lead design and receiving historic preservation approvals regarding lead abatement on historic building features throughout the building.	Senior Project Manager – Lead Designer	\$76,000	15 Million	2013

6e. **OTHER HAZARDOUS MATERIAL REMEDIATION DESIGN** (describe: PCBs, Mercury, etc.)

TOTAL NUMBER OF PROJECTS COMPLETED: >20

PROVIDE THE FOLLOWING INFORMATION ON ONE (1) **COMPLETED** PROJECT:

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
<p>1. United Properties Minneapolis, Minnesota <u>Ford Centre Redevelopment Project</u> As part of site conversion to Class A office space, Liesch prepared design plans for the removal and cleaning of several PCB impacted locations and the removal of four transformers containing PCB oils. Additionally, Liesch prepared design plan for the removal of drains, concrete substrates and soil impacted with mercury.</p>	<p>Senior Project Manager – Mercury and PCB Designer</p>	<p>\$ 420,811</p>	<p>110 Million</p>	<p>2013</p>

6. PROJECT EXPERIENCE FOR EMPLOYEES IDENTIFIED IN SECTION 5 ABOVE. FOR EACH OF THE EMPLOYEES NAMED IN SECTION 5 ABOVE, PROVIDE PROJECT EXPERIENCE INFORMATION DURING THE PERIOD OF JULY 1, 2010 to DECEMBER 31, 2013 FOR 6a-6e BELOW.

EMPLOYEE NAME: Steve Carlson

6a. ASBESTOS REMEDIATION DESIGN TOTAL NUMBER OF PROJECTS COMPLETED: >100

PROVIDE THE FOLLOWING INFORMATION ON TEN (10) COMPLETED PROJECTS:

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
1. Ryan Companies US, Inc. Minneapolis, Minnesota <u>East Village Redevelopment</u> Demo of three buildings as part of Vikings Stadium/Wells Fargo development. Completed design on each of three buildings. Abatement planned for 2014.	Assistant Designer – Asbestos Designer	\$ 80,000 (survey and design costs only)	450 Million	2013
2. Sherman Associates, Inc. Minneapolis, Minnesota <u>Rayette Parking Garage</u> Redevelopment-building conversion from industrial to housing. Historic 7 story structure. Work consists of ACM, lead and haz material abatement/removal. Completed the assessment, design and abatement oversight.	Field Documentation, Lead Abatement	\$76,000	15 Million	2013

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
<p>3. Hennepin County Environmental Services Plymouth, Minnesota <u>Emergency Communications Facility Response Action Plan</u> Liesch prepared a Response Action Plan for known and potential environmental contaminants from the site of the new Emergency Communications Facility (911 Call Center), including asbestos on buried steam piping, arsenic soil contamination, and general debris, in construction of this 21-million dollar project.</p>	Senior Project Manager – Asbestos Designer	\$ 4,000	\$ 21,000,000	2012
<p>4. Hennepin County Environmental Services Fort Snelling, Minnesota <u>Former Post Hospital Building #55 Asbestos and Lead Abatement Project Design</u> Liesch prepared a Project Design for asbestos and lead abatement of the historic Fort Snelling former Post Hospital Building #55. The project was intended to prepare the building for occupancy by workers performing structural stabilization work toward historic preservation of the building.</p>	Project Manager – Asbestos Designer	\$ 2,200	\$ 1,200,000	2013
<p>5. Department of Military Affairs Facility Management Office, Camp Ripley Little Falls, Minnesota <u>Pipestone National Guard Armory</u> DMA used MnDOA contract for this project. Remodel of Armory. Removal of old systems. Completed design.</p>	Assisted with Design – Asbestos Designer	\$ 6,484	\$ 49,000	2013

Exhibit C – Qualifications Proposal

Master Contract for Professional Services of Asbestos and Other Hazardous Material Remediation Designers

Rev 1

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
<p>6. United Properties Minneapolis, Minnesota <u>Ford Centre Redevelopment Project</u> Conversion of space near Twins Stadium to Class A commercial. Completed assessment, design and abatement oversight of ACM, lead, and other hazardous materials (PCB, mercury).</p>	<p>Field Oversight, Assisted with Design – Asbestos and Lead Abatement</p>	<p>\$ 420,811</p>	<p>\$110 Million</p>	<p>2013</p>
<p>7. TMB-Nicollet Towers Minneapolis, Minnesota <u>Nicollet Towers Renovation Project</u> Abatement design and oversight of microbial and asbestos of exterior of 25 story and 12 story apartment complex.</p>	<p>Field Inspection/Assistant Designer – Asbestos and Microbial Abatement. Assisted with Design</p>	<p>\$ 108,081</p>	<p>15 Million</p>	<p>2013</p>
<p>8. Department of Military Affairs Facility Management Office, Camp Ripley Little Falls, Minnesota <u>Jackson National Guard Armory</u> DMA used MnDOA contract for this project. Remodel of Armory. Removal of old systems. Completed design.</p>	<p>Assisted with Design – Asbestos Designer</p>	<p>\$ 4,137</p>	<p>Unknown</p>	<p>2012</p>
<p>9. Hennepin County Property Services Minneapolis, Minnesota <u>Former Womens Adult Corrections Facility Asbestos Abatement Monitoring and Project Oversight</u> Liesch prepared asbestos abatement cost estimates for the former Women's Adult Correction Facility and Greenhouse Building, and performed abatement air monitoring and project oversight, in preparation for demolition of the buildings.</p>	<p>Project Manager – Asbestos and Lead Abatement Design cost analysis and field oversight.</p>	<p>\$13,000</p>	<p>21 Million</p>	<p>2012</p>

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
10. Hennepin County Property Services Minneapolis, Minnesota Hyperbaric Building Environmental Abatement Project Design Liesch prepared asbestos abatement and environmental remediation specifications and bidding documents for the former Hyperbaric Building, in preparation for demolition of this medical research and treatment facility.	Project Manager – Asbestos Designer	\$ 28,000	2 Million	2013

6b. **MOLD REMEDIATION DESIGN** TOTAL NUMBER OF PROJECTS COMPLETED: >50

PROVIDE THE FOLLOWING INFORMATION ON ONE (1) **COMPLETED** PROJECT:

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
1. Macys Cincinnati, OH Macys – Minnesota Mall Assessment of possible mold development in ducting of mall space. Made recommendation of remedial options for addressing findings.	Senior Consultant/Field Inspector – Mold Remediation Designer	\$ 5,000	Unknown	2012

6c. **DUCT CLEANING DESIGN** TOTAL NUMBER OF PROJECTS COMPLETED: >5

PROVIDE THE FOLLOWING INFORMATION ON ONE (1) **COMPLETED** PROJECT:

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
1. United Properties Minneapolis, Minnesota Ford Centre Redevelopment Project As part of site conversion to Class A office space, assessed and made recommendation on dealing with impacts detected in on-site duct work.	Field Oversight, Assisted with Design – Asbestos and Lead Abatement	\$ 420,811	110 Million	2013

6d. **LEAD REMEDIATION DESIGN** TOTAL NUMBER OF PROJECTS COMPLETED: >20

PROVIDE THE FOLLOWING INFORMATION ON ONE (1) **COMPLETED** PROJECT:

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
1. Sherman Associates, Inc. Minneapolis, Minnesota Rayette Parking Garage Redevelopment-building conversion from industrial to housing. Historic 7 story structure. Work consisted of preparing lead design and receiving historic preservation approvals regarding lead abatement on historic building features throughout the building.	Field Documentation, Lead Abatement	\$76,000	15 Million	2013

6e. **OTHER HAZARDOUS MATERIAL REMEDIATION DESIGN** (describe: PCBs, Mercury, etc.)

TOTAL NUMBER OF PROJECTS COMPLETED: >20

PROVIDE THE FOLLOWING INFORMATION ON ONE (1) **COMPLETED** PROJECT:

DESCRIPTION OF PROJECT	SCOPE OF RESPONSIBILITY	CONSULTANT FEE	CONSTRUCTION COST	YEAR COMPLETED
<p>1. United Properties Minneapolis, Minnesota Ford Centre Redevelopment Project As part of site conversion to Class A office space, Liesch prepared design plans for the removal and cleaning of several PCB impacted locations and the removal of four transformers containing PCB oils. Additionally, Liesch prepared design plan for the removal of drains, concrete substrates and soil impacted with mercury.</p>	<p>Field Oversight, Assisted with Design – Asbestos and Lead Abatement</p>	<p>\$ 420,811</p>	<p>110 Million</p>	<p>2013</p>

7. REFERENCES – PROVIDE THREE (3) PROJECT REFERENCES. IF POSSIBLE, INCLUDE AT LEAST ONE POLITICAL SUBDIVISION (FEDERAL, STATE, COUNTY, OR CITY) PROJECT.

PROJECT TITLE & SCOPE	DATE COMPLETED	CLIENT'S COMPANY NAME & MAILING ADDRESS	CLIENT'S CONTACT PERSON NAME, POSITION TITLE	CLIENT'S TELEPHONE NUMBER
1. Ryan Companies US, Inc. Minneapolis, Minnesota <u>222 Hennepin Redevelopment</u>	2013	Ryan Companies US, Inc. 50 South Tenth Street, Suite 300 Minneapolis, MN 55403- 2012	Mr. Jon Blaha	(612) 492-4430
2. Federal Aviation Administration Rosemount, Minnesota <u>Minneapolis Air Traffic Control Tower</u>	2013	Federal Aviation Administration Minneapolis District Technical Services Support 2605 160th Street West, Suite 101 Rosemount, Minnesota 55068	Mr. Alex Gintner	(651) 322-9312
3. Minnesota Department of Administration Real Estate and Construction Services St. Paul, Minnesota <u>Brainerd Regional Treatment Center (Phase II)</u>	2012	Real Estate and Construction Services Department of Administration- State of Minnesota 50 Sherburne Ave Rm 309 St. Paul, MN 55155	Mr. Paul Gannon	(651) 201-2396

Exhibit C – Qualifications Proposal

Master Contract for Professional Services of Asbestos and Other Hazardous Material Remediation Designers

Rev1

8. LICENSING REQUIREMENTS AND OBLIGATIONS – PROVIDE A STATEMENT THAT SERVICES WILL BE PROVIDED IN COMPLIANCE WITH MINNESOTA DEPARTMENT OF HEALTH LICENSING REQUIREMENTS AND MINNESOTA STATUTES 326.70-326.81. RESPONDER'S EMPLOYEE(S) MUST HOLD A CURRENT LICENSE IN ORDER TO BE CONSIDERED FOR THIS RFP.

Liesch will provide services in compliance with Minnesota Department of Health Licensing Requirements and Minnesota Statutes 326.70-326.81. All of our listed staff currently hold all four Minnesota Asbestos disciplines licensing (Inspector, Project Designer, Management Planner and Contractor/Supervisor). Our team also holds lead licensing and certification, including (Supervisor, Project Designer, and Risk Assessor). Our team includes Certified Mold Remediation Supervisor and Certified Hazardous Materials Manager.

9. COMPLIANCE WITH STATE'S MANUALS AND GUIDELINES – PROVIDE A STATEMENT THAT RESPONDER HAS READ AND WILL PROVIDE SERVICES IN COMPLIANCE WITH THE CURRENT EDITION OF THE STATE'S COMPUTER AIDED DRAFTING (CAD) GUIDELINES. A COPY IS AVAILABLE ON STATE'S WEB SITE AT <http://mn.gov/admin/business/vendor-info/construction-projects/Guidelines/>.

Liesch has read and will provide services in compliance with the current edition of the State's Computer Aided Drafting (CAD) Guidelines.

10. PLEASE ANSWER THE QUESTIONS LISTED BELOW, TO CONFIRM SPECIFIC ELIGIBILITY REQUIREMENTS.

- a. I have read and agree to the State Professional / Technical Services Master Contract (X) Yes () No
- b. A Certificate of insurance will be provided in accordance with State Professional / Technical Services Master Contract. if awarded project (X) Yes () No
- c. A signed Affidavit of Non-collusion is attached. (X) Yes () No
- d. A completed and signed Affirmative Action Data Page is included with this proposal (X) Yes () No
- e. Foreign outsourcing () will (X) will not be involved in the delivery of contract services.

11. Authorized Signature:



(Signature of person identified in Section 2)

Registration Number _____

Date: _____

(X) corporate officer* () partner* () sole proprietor
*provide copy of corporate resolution or by-laws

Firm is registered in Minnesota as a:

(X) Corporation () LLP () Other _____

MN Tax ID No. 307633 FED Tax ID No. 41-1284046

MN Vendor No. 208662
(required for contract)

Brian B. Liesch _____ 3/26/04
(Typed Name) Date:

President _____
(Typed Title)

END OF EXHIBIT C

Mike Willey Certifications



Andrew S. Stinson
Director, Env. Health Div.

MDH ASBESTOS
INSPECTOR

Certified by:
State of Minnesota
Department of Health
Expires: 10/22/2014
Mike J Willey
8973 Zanzibar Ln N
Maple Grove, MN 55311

No AI2607 Issued: 10/29/2013



LIESCH
Environmental Consultants
& Engineers



MDH ASBESTOS
SITE
Certified by: SUPERVISOR
State of Minnesota
Department of Health
Expires: 05/22/2014
Mike J Willey
8973 Zanzibar Ln N
Maple Grove, MN 55311

Spencer A. Christensen
Director, Env. Health Div.

No. AS2607

Issued: 06/03/2013



MDH ASBESTOS
PROJECT
DESIGNER
Certified by:
State of Minnesota
Department of Health
Expires: 11/05/2014
Mike J Willey
8973 Zanzibar Ln N
Maple Grove, MN 55311

[Handwritten signature]

Director, Env. Health Div. No AD2007 Issued: 11/12/2013



Robert J. ...
Director, Env. Health Div.

MDH ASBESTOS
MANAGEMENT
PLANNER
Certified by:
State of Minnesota
Department of Health
Expires: 10/22/2014
Mike J Willey
8973 Zanzibar Ln N
Maple Grove, MN 55311

No AM2007 Issued: 10/29/2013



LIESCH
Environmental Consultants
& Engineers



Mike J. Willey
Director, Env. Health Div.

MDH LEAD
Project Designer

Licensed by:
State of Minnesota
Department of Health
License No. LD313
Expires 10/26/2014

Mike J Willey
8973 Zanzibar Ln N
Maple Grove, MN 55311



LIESCH
Environmental Consultants
& Engineers



Frank J. Guernsey
Director, Env. Health Div.



LEAD
Risk Assessor

Licensed by:
State of Minnesota
Department of Health
License No. LR313
Expires 06/23/2014

Mike J Willey
8973 Zanzibar Ln N
Maple Grove, MN 56311

Steve Carlson Certifications



Director, Env. Health Div.



ASBESTOS
INSPECTOR

Certified by:
State of Minnesota
Department of Health
Expires: 02/28/2015
Steven D Carlson
4431 Crawford Rd
Minnetonka, MN 55343

No A12867

Issued: 03/20/2014



ASBESTOS
SITE

Certified by: SUPERVISOR
State of Minnesota
Department of Health

Expires: 06/10/2014

Steven D Carlson
4431 Crawford Rd
Minnetonka, MN 55343

Leslie S. Bauman
Director, Env. Health Div.

No AS2067

Issued: 06/17/2013



ASBESTOS
PROJECT
DESIGNER

Certified by:
State of Minnesota
Department of Health
Expires: 03/28/2014
Steven D Carlson
4431 Crawford Rd
Minnetonka, MN 55343

Joseph A. Bremer
Director, Env. Health Div.

No AD2967

Issued: 04/03/2013

Refresher 3/28/2014



SD Carlson
Director, Env. Health Div

MDE ASBESTOS
MANAGEMENT
PLANNER
Certified by:
State of Minnesota
Department of Health
Expires: 03/28/2015
Steven D Carlson
4431 Crawford Rd
Minnetonka, MN 55343

No. AM2967 issued: 03/20/2014



LIESCH
Environmental Consultants
& Engineers



Steven D. Carlson
Director, Env. Health Div.

MDE LEAD
Risk Assessor

Licensed by:
State of Minnesota
Department of Health
License No. LR229
Expires 09/19/2014

Steven D Carlson
4431 Crawford Rd
Minnetonka, MN 55343



American Council for Accredited Certification

hereby certifies that

Steven D. Carlson

has met all the specific standards and qualifications of the re-certification process,
including continued professional development, and is hereby re-certified as a

CMRS

Council-certified
Microbial Remediation Supervisor

This certificate expires on October 31, 2015.

Charles F. Wiles

Charles F. Wiles, Executive Director

0711006

Certificate Number

This certificate remains the property of the American Council for Accredited Certification.



American Council for Accredited Certification

hereby certifies that

Steven D. Carlson

has met all the specific standards and qualifications of the re-certification process,
including continued professional development, and is hereby re-certified as a

CIEC

Council-certified
Indoor Environmental Consultant

This certificate expires on September 30, 2014.

A handwritten signature in cursive script, appearing to read "Charles F. Wiles", is written over a horizontal line.

Charles F. Wiles, Executive Director

0609008

Certificate Number

This certificate remains the property of the American Council for Accredited Certification.

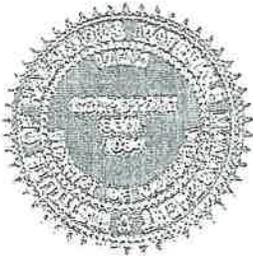
Institute of Hazardous Materials Management

This certifies that

Steven D. Carlson

*has successfully met all the requirements of education,
experience and examination, and is hereby designated a*

Certified Hazardous Materials Manager®



December 1994
Date of Certification

August 12, 2015
Certification Expires

05581
Credential Number


Certification Director

Valid so long as this credential is renewed according to schedule and is not otherwise revoked.

Exhibit D1
State/Consultant Basic Services
Insurance Requirements

A. Contractor shall not commence work under the contract until they have obtained all the insurance described below and the State of Minnesota has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

B. Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

1. **Workers' Compensation Insurance:** Except as provided below, Contractor must provide Workers' Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota, including Coverage B, Employer's Liability. Insurance **minimum** limits are as follows:

\$100,000 – Bodily Injury by Disease per employee

\$500,000 – Bodily Injury by Disease aggregate

\$100,000 – Bodily Injury by Accident

If Minnesota Statute 176.041 exempts Contractor from Workers' Compensation insurance or if the Contractor has no employees in the State of Minnesota, Contractor must provide a written statement, signed by an authorized representative, indicating the qualifying exemption that excludes Contractor from the Minnesota Workers' Compensation requirements.

If during the course of the contract the Contractor becomes eligible for Workers' Compensation, the Contractor must comply with the Workers' Compensation Insurance requirements herein and provide the State of Minnesota with a certificate of insurance.

2. **Commercial General Liability Insurance:** Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as from claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the Contractor or by a subcontractor or by anyone directly or indirectly employed by the Contractor under the contract. Insurance **minimum** limits are as follows:

\$2,000,000 – per occurrence

\$2,000,000 – annual aggregate

\$2,000,000 – annual aggregate – Products/Completed Operations

The following coverages shall be included:

Premises and Operations Bodily Injury and Property Damage

Personal and Advertising Injury

Blanket Contractual Liability

Products and Completed Operations Liability

Other; if applicable, please list _____

State of Minnesota named as an Additional Insured

3. **Commercial Automobile Liability Insurance:** Contractor is required to maintain insurance protecting it from claims for damages for bodily injury as well as from claims for property damage resulting from the ownership, operation, maintenance or use of all owned, hired, and non-owned autos which may arise from operations under this contract, and in case any work is subcontracted the contractor will require the subcontractor to maintain Commercial Automobile Liability insurance. Insurance **minimum** limits are as follows:

Exhibit D1

\$2,000,000 – per occurrence Combined Single limit for Bodily Injury and Property Damage

In addition, the following coverages should be included:

Owned, Hired, and Non-owned Automobile

4. **Professional/Technical, Errors and Omissions, and/or Miscellaneous Liability Insurance**

This policy will provide coverage for all claims the contractor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to Contractor's professional services required under the contract.

Contractor is required to carry the following **minimum** limits:

\$2,000,000 – per claim or event

\$2,000,000 – annual aggregate

Any deductible will be the sole responsibility of the Contractor and may not exceed \$50,000 without the written approval of the State. If the Contractor desires authority from the State to have a deductible in a higher amount, the Contractor shall so request in writing, specifying the amount of the desired deductible and providing financial documentation by submitting the most current audited financial statements so that the State can ascertain the ability of the Contractor to cover the deductible from its own resources.

The retroactive or prior acts date of such coverage shall not be after the effective date of this Contract and Contractor shall maintain such insurance for a period of at least three (3) years, following completion of the work. If such insurance is discontinued, extended reporting period coverage must be obtained by Contractor to fulfill this requirement.

C. Additional Insurance Conditions:

- Contractor's policy(ies) shall be primary insurance to any other valid and collectible insurance available to the State of Minnesota with respect to any claim arising out of Contractor's performance under this contract;
- If Contractor receives a cancellation notice from an insurance carrier affording coverage herein, Contractor agrees to notify the State of Minnesota within five (5) business days with a copy of the cancellation notice, unless Contractor's policy(ies) contain a provision that coverage afforded under the policy(ies) will not be cancelled without at least thirty (30) days advance written notice to the State of Minnesota;
- Contractor is responsible for payment of Contract related insurance premiums and deductibles;
- If Contractor is self-insured, a Certificate of Self-Insurance must be attached;
- Contractor's policy(ies) shall include legal defense fees in addition to its liability policy limits, with the exception of B.4 above;
- Contractor shall obtain insurance policy(ies) from insurance company(ies) having an "AM BEST" rating of A- (minus); Financial Size Category (FSC) VII or better, and authorized to do business in the State of Minnesota; and

Exhibit D1

- An Umbrella or Excess Liability insurance policy may be used to supplement the Contractor's policy limits to satisfy the full policy limits required by the Contract.
- D. The State reserves the right to immediately terminate the contract if the contractor is not in compliance with the insurance requirements and retains all rights to pursue any legal remedies against the contractor. All insurance policies must be open to inspection by the State, and copies of policies must be submitted to the State's authorized representative upon written request.
- E. The successful responder is required to submit Certificates of Insurance acceptable to the State of MN as evidence of insurance coverage requirements prior to commencing work under the contract.

Exhibit E

State Of Minnesota – Affirmative Action Certification

BOX A – For companies which have employed more than 40 full-time employees within Minnesota on any single working day during the previous 12 months. All other companies proceed to BOX B.

Your response will be rejected unless your business:

has a current Certificate of Compliance issued by the Minnesota Department of Human Rights (MDHR) ~~or~~ has submitted an affirmative action plan to the MDHR, which the Department received prior to the date and time the responses are due.

Check one of the following statements if you have employed more than 40 full-time employees in Minnesota on any single working day during the previous 12 months:

- We have a current Certificate of Compliance issued by the MDHR. **Proceed to BOX C. Include a copy of your certificate with your response.**
- We do not have a current Certificate of Compliance. However, we submitted an Affirmative Action Plan to the MDHR for approval, which the Department received on _____ (date). [If the date is the same as the response due date, indicate the time your plan was received: _____ (time). **Proceed to BOX C.**
- We do not have a Certificate of Compliance, nor has the MDHR received an Affirmative Action Plan from our company. **We acknowledge that our response will be rejected. Proceed to BOX C. Contact the Minnesota Department of Human Rights for assistance.** (See below for contact information.)

Please note: Certificates of Compliance must be issued by the Minnesota Department of Human Rights. Affirmative Action Plans approved by the Federal government, a county, or a municipality must still be received, reviewed, and approved by the Minnesota Department of Human Rights before a certificate can be issued.

BOX B – For those companies not described in BOX A

Check below.

- We have not employed more than 40 full-time employees on any single working day in Minnesota within the previous 12 months. Proceed to **BOX C.**

BOX C – For all companies

By signing this statement, you certify that the information provided is accurate and that you are authorized to sign on behalf of the responder. You also certify that you are in compliance with federal affirmative action requirements that may apply to your company. (These requirements are generally triggered only by participating as a prime or subcontractor on federal projects or contracts. Contractors are alerted to these requirements by the federal government.)

Name of Company: Liesch Associates, Inc. Date March 26, 2014
Authorized Signature:  Telephone number: (763) 489-3100
Printed Name: Brian B. Liesch Title: President

For assistance with this form, contact:

Minnesota Department of Human Rights, Compliance Services Section

Mail: 190 East 5th St., Suite 700 St. Paul, MN 55101 TC Metro: (651) 296-5663 Toll Free: 800-657-3704
Web: www.humanrights.state.mn.us Fax: (651) 296-9042 TTY: (651) 296-1283
Email: employerinfo@therightsplace.net



CERTIFICATE OF COMPLIANCE

LIESCH ASSOCIATES, INC. is hereby certified as a contractor by the Minnesota Department of Human Rights. This certificate is valid from 12/27/2012 to 12/27/2014.

This certification is subject to revocation or suspension prior to its expiration if the department issues a finding of noncompliance or if your organization fails to make a good faith effort to implement its affirmative action plan.

Minnesota Department of Human Rights

FOR THE DEPARTMENT BY:

Kevin M. Lindsey, Commissioner

AN EQUAL OPPORTUNITY EMPLOYER

Exhibit F

CERTIFICATION REGARDING LOBBYING For State of Minnesota Contracts and Grants over \$100,000

The undersigned certifies, to the best of his or her knowledge and belief that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, A Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

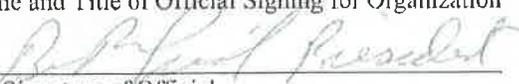
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Liesch Associates, Inc.

Organization Name

Brian B. Liesch, President

Name and Title of Official Signing for Organization

By: 

Signature of Official

3/26/2014

Date

Affidavit of Noncollusion

State of Minnesota
Request for Proposals

Firm Name:

Instructions: Please return your completed form as part of the Response submittal.

I swear (or affirm) under the penalty of perjury:

1. That I am the Responder (if the Responder is an individual), a partner in the company (if the Responder is a partnership), or an officer or employee of the responding corporation having authority to sign on its behalf (if the Responder is a corporation).
2. That the attached proposal submitted in response to the *Master Contract Haz. Mat Remediation Design* Request for Proposals has been arrived at by the Responder independently and has been submitted without collusion with and without any agreement, understanding or planned common course of action with, any other Responder of materials, supplies, equipment, or services described in the Request for Proposals, designed to limit fair and open competition.
3. That the contents of the proposal have not been communicated by the Responder or its employees or agents to any person not an employee or agent of the Responder and will not be communicated to any such persons prior to the official opening of the proposals.
4. That I am fully informed regarding the accuracy of the statements made in this affidavit.

Authorized Signature

Responder's firm name: Liesch Associates, Inc.
Print authorized representative name: Brian B. Liesch Title: President
Authorized signature: *Brian B. Liesch* Date (mm/dd/yyyy): _____

Notary Public

Subscribed and sworn to before me this:
26 day of March, 2014
Melody Ann Hintzen
Notary Public signature
Mar 31, 2018
Commission expires (mm/dd/yyyy)

