



THE REGULAR MONTHLY MEETING OF THE BOARD OF COMMISSIONERS OF THE PARK DISTRICT OF THE CITY OF FARGO WILL BE HELD ON **TUESDAY, NOVEMBER 15, 2022 AT 5:30 P.M.** IN THE BOARD ROOM OF THE PARK DISTRICT OFFICES AT 701 MAIN AVENUE, FARGO, WITH PRESIDENT DAWN MORGAN, PRESIDING. **Please note:** This is an in person and MS Teams Live Event. Members of the public and media can view the live meeting at www.fargoparks.com/news/park-board-meeting-november-agenda-2022

Consent Agenda - approve the following:

- a. Minutes - October 4, 2022 and October 27, 2022
- b. October Bills
- c. Order of Agenda
- d. Personnel Policies - Transgender Staff Policy No. 105, Outside Employment Policy No. 210, Vacation Policy No. 230, Leave of Absence Policy No. 260, Holidays Policy No. 300 and Social Networking Policy No. 510.
- e. Gift Agreement from Dan Thompson.
- f. Gift Agreement from Urban Plains Land Company.
- g. Request to solicit for bids for 2023 Parks Department Equipment.

Regular Agenda

1. Recognition of Audience/Public Comments
2. Director's Report
3. Tri-City United Soccer Club presentation; Lee Schwartz, Executive Director, Tri-City United Soccer Club, presenter.
4. Board to consider for approval and award Construction Management at Risk Services for Phase II of Fargo Parks Sports Complex project; Dave Leker, presenter.

Individuals who wish to attend Park Board meetings but need special arrangements or would like to address the Board, please contact the Fargo Park District office at 499-6060 by noon on the Monday before the Board Meeting.

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE FARGO PARK DISTRICT OF OCTOBER 4, 2022**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, October 4, 2022, at 5:30 p.m. at the Fargo Park District office at 701 Main Avenue, Fargo, North Dakota and via Microsoft Teams. Present at the meeting in person were Commissioners Dawn Morgan, Joe Deutsch, Vicki Dawson and Aaron Hill. Present at the meeting via Microsoft Teams was Commissioner Jerry Rostad Also present were: Dave Leker, Broc Lietz, Carolyn Boutain, Brian Arett, Kevin Boe, Dave Bietz and attorney Jeff Gunkelman.

Approval of Consent Agenda

Commissioner Vicki Dawson moved and Commissioner Aaron Hill seconded a motion to approve the following actions on the consent agenda:

- (a) The minutes from the September 6, 2022 meeting;
- (b) The September 2022 bills;
- (c) Order of the Agenda;
- (d) Approve and award the bid for Cornerstone Bank Arena LED light upgrades to Kody's Electric in the amount of \$92,447.92.
- (e) Approve the purchase of four replacement vans for Valley Senior Services through North Dakota State Contract #375 for a total cost of \$155,392.00.
- (f) Approve request for request to begin the re-organization process for the Fargo Park District as recommended by Phase 1 of the Strategic Plan;

Upon call of the roll, the motion passed unanimously.

Director's Report

Each Director presented on this matter and provided an informational update to the Board on their respective department. No action was taken on this matter.

Presentation of Part 2 of the Pre-Design Study for Phase II of Fargo Park Sports Complex

Dave Leker and Rob Remark from JLG Architects presented to the Board on this matter. It was noted that Phase II amenities would include 4 hardwood courts, 2 sheets of ice, 2 community rooms, 6 pickleball courts, indoor play area with 4 associated birthday rooms, backup generator to provide power and lower utility rates for the entire facility. It was noted that the total approximate cost would be \$53,196,707.00 but that the architects and construction team will continue to look for opportunities to reduce costs by merging Phase 1 and Phase 2.

At 6:00 the regular meeting was adjourned and the budget hearing was opened. There was no public comment at the budget hearing and was closed at 6:02.

Approval of the 2023 Budget

Dave Leker and Broc T. Lietz presented to the Board on this matter. It was noted that at the August 2, 2022 meeting a preliminary budget was approved by the Board and Park District staff went to work fine tuning the budget. It was noted that the 2023 mil levy will be 38.41 up from 33.86 in 2022. It was noted that the 4.55 mil increase would be a 1 mil increase to the general fund and a special assessment increase of 3.55 mils. It was noted that there would be a 5% pay increase for full time employees and an 18% increase for seasonal employees due to the current work environment.

Commissioner Morgan noted that she wants to make sure that other assets of the Park District are not being neglected in favor of the Sports Complex. Commissioner Rostad noted that he doesn't believe anything will be neglected and that there are many opportunities for the Park District moving forward. Commissioner Dawson noted that the Sports Complex will include several community related activities and events. Commissioner Hill noted that he wants to see the Park District continue to partner with private businesses to move other projects forward. Commissioner Deutsch noted that the Park District obtained a substantial grant to fund a multi-media room at the Sports Complex and that the Sports Complex will be a location for adaptive programming that the Park District currently does not offer.

Commissioner Aaron Hill moved and Commissioner Joe Deutsch seconded a motion to approve the 2023 Annual Budget as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Request to Advertise for Qualifications for Construction Manager at Risk for Phase II of Fargo Sports Complex

Dave Leker presented to the Board on this matter. It was noted that with approving Phase II of the Sports Complex as part of the 2023 budget, the Park District needs to solicit bids for a construction manager at risk for Phase II. It was noted that final approval of the winning bidder would be granted at the November 15, 2022 meeting.

Commissioner Vicki Dawson moved and Commissioner Jerry Rostad seconded a motion to approve the request to advertise for Request for Qualifications for Construction Manager at Risk for Phase II of the Fargo Sports Complex. Upon call of the roll, the motion passed 3-0 unanimously.

At the conclusion of the above agenda items, a motion to adjourn was made and seconded, and upon unanimous consent the meeting adjourned at approximately 6:45 p.m.

Dave Leker, Clerk

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF COMMISSIONERS
OF THE FARGO PARK DISTRICT OF OCTOBER 27, 2022**

The Special Meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Thursday, October 27, 2022, at 11:05 a.m. at the Fargo Park District office at 701 Main Avenue, Fargo, North Dakota and via Microsoft Teams. Present at the meeting were Commissioner Dawn Morgan and via Microsoft Teams Commissioners Joe Deutsch and Aaron Hill. Also present were: Dave Leker, Broc Lietz, Carolyn Boutain, Brian Arett, Dave Bietz, Kevin Boe, and attorney Jeff Gunkelman.

Approval of Agenda

Commissioner Joe Deutsch moved and Commissioner Aaron Hill seconded a motion to approve the agenda. Upon call of the roll, the motion passed unanimously.

Approve Recommendation for hiring Deputy Director of Operations and Deputy Director of Administration.

It was noted that the Park District advertised for two new positions: Deputy Director of Operations and Deputy Director of Administration. It was noted that there were 24 applicants for the Deputy Director of Operations and 12 applicants for the Deputy Director of Administration. It was noted that 6 interviews were conducted for the Deputy Director of Operations and 5 interviews were conducted for the Deputy Director of Administration. It was noted that the interview committees consisted of Dave Leker, a Commissioner from the Board, a member of the general public and a Park District employee. It was noted that Stacy Kruger, HR manager, was the facilitator for each committee.

Commissioner Joe Duetsch moved and Commissioner Aaron Hill seconded a motion to appoint Dave Bietz to the Deputy Director of Operations position and Susan Faus to the Deputy Director of Administration position as presented to the Board. Upon call of the roll, the motion passed unanimously.

At the conclusion of the above agenda items, a motion to adjourn was made and seconded, and upon unanimous consent the meeting adjourned at approximately 11:15 a.m.

Dave Leker, Clerk



MEMORANDUM

DATE: November 9, 2022

TO: Fargo Park Board Commissioners

FROM: Broc T. Lietz, Finance Director

RE: Consent Agenda Item No. (d) - Personnel Policies

The Human Resources department worked with the Director's team to review several personnel policies. The policies presented to you today were reviewed at the Administration Meeting on October 12th, 2022, and the Facilities Committee on November 2nd, 2022. These policies were reviewed based on situational need or specific requests by the commissioners to recommend options for consideration.

This memo gives a broad explanation of the changes recommended for each policy and a potential effective date. Attached to the memo are the following policies for your consideration.

Policy 105 – Transgender Staff Policy: A new policy created to create awareness and an inclusive culture. (Effective Date: Immediate)

Policy 210 – Outside Employment: Language changes to provide clarity and consistency. (Effective Date: Immediate)

Policy 230 – Vacation: Language changes to provide flexibility in recruitment and clarity for carry over cutoff and expectations of hours to submit. (Effective Date: 01/01/2023)

Policy 260 – Leave of Absence: Language changes to clarify duration, eligibility, and benefit continuation options. (Effective Date: Immediate)

Policy 300 – Holidays: Language changes to establish when and how holiday hours are paid, changing the vacation credit practice, and differentiation between exempt/non-exempt employees. (Effective Date: 01/01/2023)

Policy 510 – Social Networking: Language changes clarifying acceptable behavior and use of social media and representation of the Park District. (Effective Date: Immediate)

If you have questions, please reach out to Broc Lietz or Stacy Kruger.

Recommended Motion: I move to approve the personnel policies as presented.

Dave Leker, Executive Director
PARK COMMISSIONERS – Vicki Dawson * Joe Deutsch * Stacey Griggs * Dawn Morgan * Jerry Rostad
CLERK – Dave Leker

PARK DISTRICT OF THE CITY OF FARGO
TRANSGENDER ITEMS REGARDING STAFF
POLICY NO. 105

Date Approved by Park Board 00/00/00

Date Reviewed by HR 06/06/2022

The Fargo Park District's policy on transgender is designed to create a safe, inclusive working environment in which staff can be honest and open about who they are. It will act as a guideline; each situation that occurs will need to be evaluated on a case-by-case basis. It is the Fargo Park District's policy to treat all of its employees with dignity and respect and to provide a workplace that is free of discrimination whether that discrimination is based upon age, color, disability, gender expression/identity, genetic information, marital status, national origin, public assistance status, race, religion, sex, sexual orientation, status as a U.S. veteran, or participation in lawful activity off the Park District's premises during non-working hours which is not in direct conflict with the essential business related interests of the Park District. All Park District employees are expected to conduct themselves in the workplace in such a manner that is consistent with their obligation to maintain a work environment that is free of discrimination, including discrimination that is based upon gender identity or perceived gender non-conformity.

TRANSITIONING EMPLOYEE RESPONSIBILITIES:

Any employee planning a transition should notify the employer at least sixty (60) days prior to the planned transition so that the employer can prepare a transition plan and address the necessary logistics of the transition. Employees may speak with their direct supervisor, human resource manager, or any executive or director level position. The employee should be prepared to educate the Park District to the best of their ability, about what they, the employee may need during the transition time.

The Park District recommends creating a Transition Plan as part of the transition process. This can assist Park District to create the necessary support system and plan for how the transition will occur. A Transition Plan should essentially be a detailed timeline. Items to include are transitioning milestones, dates such as legal name change, when appearances will change and when the use of gender-specific facilities will change. Consider all the people in the Fargo Park District who will need to be engaged in the transition. Be sure to allow time for education and engagement of staff. Consider possible challenges such as lag time with payroll, insurance paperwork, etc.

CO-WORKER RESPONSIBILITIES:

Be open, honest, and supportive. If a co-worker is divulging information, be sure to keep the information confidential. Feel free to ask questions and allow the co-worker to educate you, but only do so if the co-worker expresses a willingness or desire to speak about the transition or gender identification. Employees shall not question other employees about suspected gender identity issues. Employees must also be aware of the Fargo Park District's anti-harassment policy #110 and Equal Employment Opportunity policy #100. Co-workers must remember that discrimination based upon gender identity or expression is prohibited by the Fargo Park District. This prohibition applies not only to discrimination, but also to harassment based upon an individual's gender identity or expression, as part of the prohibition based on gender. Failure to adhere to the Fargo Park District's anti-harassment and equal employment opportunity policies may result in disciplinary action up to and including termination. If a co-worker is uncomfortable, the Fargo Park District will assist them in learning more about the transition process or transgender issues in general.

PARK DISTRICT RESPONSIBILITIES:

The Fargo Park District will remain supportive of a transitioning employee and his/her/their needs. The Park District, its managers and supervisors are prepared to listen and be open-minded to transgender, non-conforming, and transitioning employee issues. Conversations will be kept confidential from anyone who is not directly involved with the matter.

PERSONNEL DOCUMENTATION:

All employees should be in the payroll system with their assigned gender and legal name. Once an employee has proof of changing their gender mark and/or name with the Social Security Administration, it may be changed in payroll. Health insurance records should also include the assigned gender until a medical provider approves the affirmed gender to be used. However, preferred names can be used for nametags, phone lists, and other internal documents. The Fargo Park District will make every effort to recognize a transgender employee's preferred name.

NAMES/PRONOUNS:

It is respectful and consistent with our Equal Employment Opportunity policy #100, to address employees by a name and pronoun that corresponds to their affirmed gender. This name does not need to be the name under which the person is employed. Intentional or persistent refusal to respect and individual's gender identity through the use of names and pronouns not correlated with the affirmed gender is a violation of this policy and may lead to disciplinary action up to and including termination.

RESTROOM / LOCKER ROOM ACCESSIBILITY:

Once a transitioning employee begins living and working full-time in the gender that reflects the employee's gender identity and presentation, the employee may choose to use the restrooms and (if provided to other employees) locker rooms that correspond to the employee's full-time gender identity. Reasonable accommodations which provide access to restrooms or locker rooms may be necessary to ensure the privacy, dignity, and respect of all employees. The objection of co-workers to a transgender or non-conforming gender employee using the same restroom or locker room facility shall not be the basis for denying the transgender or non-conforming gender employee use of that facility. Rather, the Fargo Park District may designate a different restroom or locker room facility for the objecting co-worker if available and reasonable.

DRESS CODE:

Transgender and non-conforming gender individuals are entitled to dress as their affirmed gender within the Fargo Park District dress code. A transitioning employee's attire should remain professional and in the conformance with required Fargo Park District dress code standards. Dress codes shall be applied to all employees equally.

DISCRIMINATION/HARASSMENT:

Complaints received regarding discrimination and/or harassment involving transgender or non-conforming gender individuals will be handled in the same manner as any other discrimination or harassment complaints. Procedure details are described in the Fargo Park District's Harassment Policy #110.

PARK DISTRICT OF THE CITY OF FARGO
OUTSIDE EMPLOYMENT
POLICY NO. 210

Date Approved by Park Board 03/17/09 Date Reviewed by Staff 07/18/2022

An Employee, in a regular full-time position, shall not accept employment outside of the Park District which would interfere or conflict with the Employee's regular duties. Such outside employment shall be discussed with their Department Director, Executive Director, and Human Resources.

Employees are prohibited from working on any Park District project for any contractor or company that has a current contract with the Park District or for an employer that would constitute a conflict of interest with the Park District.

Employees will not accept or solicit private work at any time during which they are on duty with the Park District.

Employees will not accept or solicit private work as a result of their employment with the Park District.

If outside employment is approved, exempt and non-exempt employees will be required to take vacation time if they are missing regular scheduled hours of work due to performing work in which they are being compensated for at another entity. (example: being a referee, coach, committee, or second job). This includes travel time to and from such places.

PARK DISTRICT OF THE CITY OF FARGO

VACATION
POLICY NO. 230

Date Approved by Park Board 06/14/11 Date Reviewed by Staff 07/01/2022

Annual vacation, with pay, is granted to all regular full-time Employees. Departmental operations normally determine when vacation will be taken. Consideration is first given to departmental needs, then to Employee's departmental seniority, and finally to the Employee's preference. Vacation is earned as follows:

Regular Full-time Employees:

| <u>YEARS OF SERVICE</u> | <u>HOURS PER MONTH</u> | <u>HOURS PER YEAR</u> |
|--|------------------------|-----------------------|
| Benefit Eligibility Date - End of Year 3 | 8 | 96 |
| Start of Year 4 - End of Year 7 | 10 | 120 |
| Start of Year 8 - End of Year 12 | 12 | 144 |
| Start of Year 13 - End of Year 18 | 14 | 168 |
| Start of Year 19 and Over | 16 | 192 |

Under special circumstances, to assist with recruitment, allow for negotiations regarding an employee's starting accrual levels and/or annual vacation leave beginning balances other than 0. This request must be approved by the Department Director, Direct Supervisor, and HR Manager, before offered to the potential employee. Years of service will be computed from Employee's benefit eligibility date.

Accumulated vacation time, up to 240 hours, will be carried forward to the next fiscal year. Any accumulation in excess of 240 hours, as of the 26th payroll will be forfeited. Employee upon termination will be paid out unused leave balance. In case of death, an active Employee's beneficiary will be paid for all of the Employee's earned unused vacation time.

An Employee must request and obtain authorization from their supervisor before taking vacation. Requests and authorizations are obtained through our time and attendance system. Supervisor must respond to the request for vacation within 3 business days. Supervisors will either approve or deny the request. Vacation requests three (3) days or longer, must have supervisor's permission two (2) weeks prior to dates requested.

Exempt employees are expected to take 4 hours of vacation if they are at the workplace for less than 4 hours on that day and that is designated as a regular full workday. Exempt employees are expected to take 8 hours of vacation if they are gone for the entire scheduled workday. This is regardless of how many hours they have worked in that week. Exempt employees are required to take vacation time if their missing regular scheduled hours of work due to performing work in which they are being compensated for at another entity. (example: being a referee, coach, committee or second job). This includes travel time to and from such places.

Occasionally at the point a job offer is extended, a potential employee will request time off early in their employment due to previous commitment. If the department head approves the time off, the employee must use all of the annual leave accrued at the time of the leave before going into an unpaid leave status. Likewise, a current employee must exhaust their annual leave before going into an unpaid leave status for time off purposes and only upon the approval of the department head. HR needs to be notified before an employee can go into unpaid status.

If an employee becomes eligible to receive long-term disability benefits, or worker's compensation benefits, vacation leave accruals cease. An employee granted an approved leave of absence without pay will not accrue vacation leave during the leave of absence.

Employees cannot vacation their way out for retirement. The employee's official "retirement date" is the last day that employee physically works for the Park District.

Regular Part Time, Temporary Full Time and Seasonal Employees are not eligible for vacation leave.

PARK DISTRICT OF THE CITY OF FARGO
LEAVE OF ABSENCE
POLICY NO. 260

Date Approved by Park Board 07/09/13 Date Reviewed by Staff 07/18/22

Where personal circumstances require an Employee to be absent and the Employee has not accrued vacation time, or when illness requires an Employee to be absent and the Employee has neither accrued sick leave nor accrued vacation time, the absence from work may be taken in the form of an unpaid leave of absence with the proper approval. Such a leave of absence may either be medical, military or personal.

An unpaid leave of absence is available to benefitted employees for no less than four weeks and no more than twelve weeks.

Use of leave of absence must comply with the following:

- The human resources department must authorize the leave of absence. Authorization is done on a case-by-case basis by considering the needs and circumstances of the employee and the impact that the employee's absence will have on the workplace.
- An employee must have one year of continuous employment with the Fargo Park District. The employee cannot be on any form of discipline.
- The employee must have exhausted all paid leave.
- The request must be submitted in writing, stating the reasons for the request, the effective date, and the date of termination of the leave of absence.
- A request for an extension of the leave of absence must be made in writing and requested at least five working days before the end of the approved personal-leave period.
- An employee who subscribes to the Fargo Park District's Cafeteria Plan benefits is responsible for their portion of the total monthly insurance premiums during the period of absence, unless otherwise provided by law, to be paid to the Park District, at the beginning of each month while on the leave of absence.

The employee shall be returned to their former position or one of like seniority, status, and pay. Employees shall retain their years' service rights and accumulated benefits, but shall earn no additional benefits during this period.

PARK DISTRICT OF THE CITY OF FARGO
HOLIDAYS
POLICY NO. 300

Date Approved by Park Board

Date Reviewed by Staff 05/04/22

The Park District observes the following holidays:

| | | |
|---------------------------|---|-----------------------------|
| New Year's Day | - | January 1 |
| President's Day | - | Third Monday in February |
| Good Friday | | |
| Memorial Day | - | Last Monday in May |
| Independence Day | - | July 4 |
| Labor Day | - | First Monday in September |
| Veteran's Day | - | November 11 |
| Thanksgiving Day | - | Fourth Thursday in November |
| Friday after Thanksgiving | | |
| Christmas Day | - | December 25 |

When a holiday falls on Saturday or Sunday, the preceding Friday or the following Monday, respectively, is observed as the holiday.

All regular full-time employees will receive holiday hours based on employment status. Regular full-time employees who are required to work on holidays because of the nature of their work, or because of their regular work shift, will be paid for the hours worked and receive 8 hours of Holiday pay.

Holiday pay is not considerable for overtime. Holiday pay is paid out at employee's regular rate.

Procedure:

Non-exempt:

Work 4 hours on holiday, will be paid 4 regular hours + 8 holiday hours – no vacation credit

Exempt:

Will be paid 8 hours of Holiday pay only, regardless if worked on holiday or not – no vacation credit

Golf Pros:

Will receive full pay – no holiday pay and no vacation credit

PARK DISTRICT OF THE CITY OF FARGO
SOCIAL NETWORKING
POLICY NO. 510

Date Approved by Park Board 11/12/2019 Date Reviewed by Staff 09/28/2022

Every day, people discuss and visit Fargo parks in person and virtually. The Fargo Park District recognizes the vital importance of participating in conversations and are committed to ensuring that we participate in social media the right way.

The Fargo Park District recognizes the prevalence of social networking and the role it plays in today's communication. However, social networking provides no inherent guarantee of privacy or limited distribution of original posted content. As used in this policy, "social networking" includes, but is not limited to, forums, blogs, and social networking sites such as Twitter, Facebook, Instagram, LinkedIn, YouTube, Reddit, TikTok and Snapchat.

Fargo Parks encourages all of its employees to explore and engage in social media communities at a level at which they feel comfortable while adhering to the practices outlined in this policy. Have fun but be smart. Employees should approach online worlds in the same way we do the physical one – by using sound judgment and common sense.

For the Fargo Park District's protection, only employees who have authorization may post to or create any social networking site regarding the business of the Fargo Park District. These employees must have an official Fargo Park District social media account and adhere to posting factual and appropriate information. The accounts belong to the Fargo Park District and authorized employees will forfeit any access to these accounts upon termination of employment. If you participate in social media activities as part of your job at the Fargo Park District on an account created for that purpose, that account is considered the district's property and remains so if you leave the organization — meaning you will not try to change the password or the account name or create a similar sounding account or assert any ownership of the account or the contacts and connections you have gained through the account. Any materials created for or posted on the account will remain park district property. This doesn't apply to personal accounts that you may access at work but does apply to all Fargo Parks and affiliate branded accounts as well as employee engagement accounts.

Personal Social Media Usage

Fargo Park District employees are ambassadors of our organization. Online accounts for business or personal use can intersect. The Fargo Park District respects free speech rights of all employees, but employees are asked to remember customers, colleagues and supervisors have access to information shared online.

There's a big difference in speaking "on behalf of Fargo Parks" and speaking "about" Fargo Parks. This set of principles refers to those personal or unofficial online activities where you might refer to Fargo Parks.

- It is encouraged for you to participate in the social media community but remember to use sound judgement and common sense. You are responsible for your own actions. Anything you post that can potentially tarnish the Fargo Park District's image will ultimately be your responsibility.

- You may not be the online spokesperson, but always look out for compliments and criticism of the Fargo Park District and share with the Marketing Team. Even if you are not an official online spokesperson for Fargo Parks, you are one of our most vital assets for monitoring the social media landscape. If you come across positive or negative remarks about Fargo Parks online that you believe are important, forward them to the Marketing Team.
- Let the authorized individuals respond to negative posts. You may come across negative or disparaging posts about Fargo Parks or see third parties trying to spark negative conversations. Avoid the temptation to react yourself. Pass the post(s) along to the marketing team, who are trained to address such comments.
- Be conscious when mixing your business and personal lives. The Fargo Park District respects the free speech rights of all of its employees, but you must remember that customers, colleagues and supervisors often have access to the online content you post.

Employee Engagement

Social media accounts and content associated with the Social Media Wizards program are owned by the Fargo Park District. Employees who participate are volunteering to act as a spokesperson on behalf of the organization.

- Remember, you are representing the company. It's important to carry out the same positive message the company instills in its communications. How you conduct yourself on social media is not only a reflection of you, but the company as well.
- If you are unsure, don't post. When posting online, you must make sure that the information is accurate and not misleading. Implement your sound judgment, if you have any doubt, don't post.
- Give credit where credit is due. If something is not yours, don't claim authorship. If you are using another party's content in your posts, assure that they are credited for it. Always get permission before using copyrights, trademarks, etc.
- Social media can be helpful for the company when using it for legitimate work purposes or activities. We encourage all employees to exercise sound judgment to prevent social media from becoming a distraction at work, be accountable to your work.
- Once information is posted online, it becomes permanent, even if you remove or delete it.
- If you cannot fit it into a character-restricted space, provide a link to an online space where the message can be expressed completely.
- All authorized accounts on behalf of the Fargo Park District need to use the correct logo and header images.

In addition, on or off company equipment and/or work time, social networking cannot:

1. Interfere with an employee's productivity or job performance.
2. Harm, injure, or disparage the Fargo Park District, its products or services, or reveal confidential or proprietary information.
3. Identify or cause harm to the Fargo Park District employees, customers, or others associated with the Fargo Park District.
4. Be used to harass or discriminate against anyone including but not limited to any former or current employee, customer, or business associate.
5. Be used to post personal contact information obtained in or related to the workplace, or workplace photographs of coworkers without their prior permission.
6. Be used to recommend, refer or provide a business preference for any former or current employee.
7. Be used to post content that is plagiarized.

8. Expect any level of privacy.

Whether on work or personal time, every employee is a representative of the Fargo Park District. If an employee identifies themselves as an employee of the Fargo Park District, the employee must make it clear within your page's bio section that the views the employee stated are the employee's views only and do not represent the Fargo Park District's views. It is critical to remember what the Fargo Park District stands for and our role in the social media community.

Employees are strongly urged to report any violations or perceived violations to their supervisors, Director, or the HR department.

The Fargo Park District will investigate and respond to all reports of violations of the social networking policy and other related policies. Violation of the Fargo Park District's social networking policy will result in disciplinary action, up to and including immediate termination. Depending on the nature of the offense, the Fargo Park District reserves the right to take legal action against employees who engage in prohibited and unlawful conduct.

This policy is not intended to infringe on employees' exercise of rights under the NLRA.



MEMORANDUM

DATE: November 9, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Bietz, Parks Director

RE: Consent Agenda Item No. (e) - Gift Agreement from Dan Thompson

Staff has been contacted by Dan Thompson. Dan is a resident of Fargo, and he wants to donate a piece of land along our County 20 Trail in North Fargo. The land belonged to Dan's father who has passed away and now Dan wants to donate the land to the Park District. In exchange for the donation of land, Mr. Thompson is requesting to have one (1) adult 5 for 1 golf pass and one (1) senior 5 for 1 golf pass to the Park District golf courses for three consecutive (3) years commencing with the 2023 golf season (such passes may be given in the calendar year prior to the golf pass year) to donate to the Fargo Air Museum. The Air Museum shall auction off the passes each year as part of the Air Museum's benefit fundraiser.

Included with this memo is the Gift Agreement, Quit Claim Deed and an aerial showing the location of the parcel of land that is to be donated. Currently, the land does have a segment of our trail that we currently maintain as a part of our current maintenance activities.

It was recommended at the November 2, 2022, Budget/Facilities Committee Meeting to bring this to the full board for approval.

If you should have any questions, please feel free to contact me prior to the meeting.

Thank you.

Sample Motion: I make a motion to approve the land dedication for a parcel along the County 20 Trail in North Fargo owned by Dan Thompson to the Fargo Park District.

GIFT AGREEMENT

THIS AGREEMENT (The “Agreement”) is made this _____ day of _____, 2022, by and between **Dan Lloyd Thompson and Nancy Ann Slotten, the co-personal representatives of the Estate of Lloyd O. Thompson** (the “Estate”) and **The Park District of the City of Fargo**, a municipal subdivision and a park district under Chapter 40-49 NDCC, whose pose office address is 701 Main Avenue, Fargo, ND 58103 (“Park District”).

WHEREAS, the Estate owns a certain parcel of land legally described as:

All that part of Lot Twenty-Three (23), Block One (1), of the Red River Addition to the City of Fargo, lying East of a line parallel to and 13.38 feet Northwesterly of the Northwesterly line of Lot Seventeen (17), as extended to the Red River of the North

(the “Property”)

WHEREAS, the Estate desires to gift and deed the Property to the Park District and the Park District desires to receive the Property pursuant to the terms of this Agreement.

NOW, THEREFORE, IN CONSIDERATION of the above recitals, it is agreed as follows:

1. Gift. The Estate agrees to execute a quit claim deed, a specimen copy of which is attached to this Agreement, deeding the Property to the Park District. The co-personal representatives represent and warrant that they have the property authority to execute the quit claim deed and make the gift contemplated by this Agreement without further approval or signature from any heirs of devisees of the Estate.

2. Gift to Air Museum. The Park District agrees to donate to the Air Museum one (1) adult 5 in 1 golf pass and one (1) senior 5 in 1 golf pass to the Park District golf courses for three consecutive (3) years commencing with the 2023 golf season (such passes may be given in the calendar year prior to the golf pass year). The Air Museum shall auction off the passes each year as part of the Air Museum’s benefit fundraiser.

3. Property Maintenance. Upon execution of the quit claim deed, the Park District agrees that it maintain and be responsible for all aspects of the Property.

4. Hold Harmless. The Estate agrees to the hold the Park District harmless from and against all claims arising prior to the execution of the quit claim deed as they relate to the Property. The Park District agrees to hold the Estate (and its heirs) harmless from and against all claims that may arise as related to the Property after the execution of the quit claim deed.

5. Charitable Donation. The Park District represents to the Estate that it is a municipal corporation under North Dakota law. The Estate and its heirs agree that they will consult with their tax advisors as it relates to the donation contemplated in this Agreement.

6. Entire Agreement. This Agreement constitutes the entire and complete agreement between the Estate and the Park District and supersedes any prior oral or written discussions between the parties, or their representatives, with respect to the gift contemplated herein. No change in the terms and conditions of this Agreement shall be enforceable unless in writing and duly executed.

7. Binding Effect. All provisions of this Agreement shall be binding upon and inure to the benefit of the parties and their respective heirs, personal representatives, successors, and assigns.

8. Controlling Law. This Agreement has been made and entered into under the laws of the State of North Dakota and the laws of North Dakota shall control its interpretation.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement the day and year first above written.

The Estate of Lloyd O. Thompson

By: Dan Lloyd Thompson
Its: Co-Personal Representative

By: Nancy Ann Slotten
Its: Co-Personal Representative

The Park District of the City of Fargo

By: Dave Leker
Its: Executive Director

I hereby certify that this transaction is exempt from the requirement that a statement of full consideration be filed pursuant to N.D.C.C. § 11-18-02.2(6)(h).

Date: _____
_____ GRANTEE OR AGENT

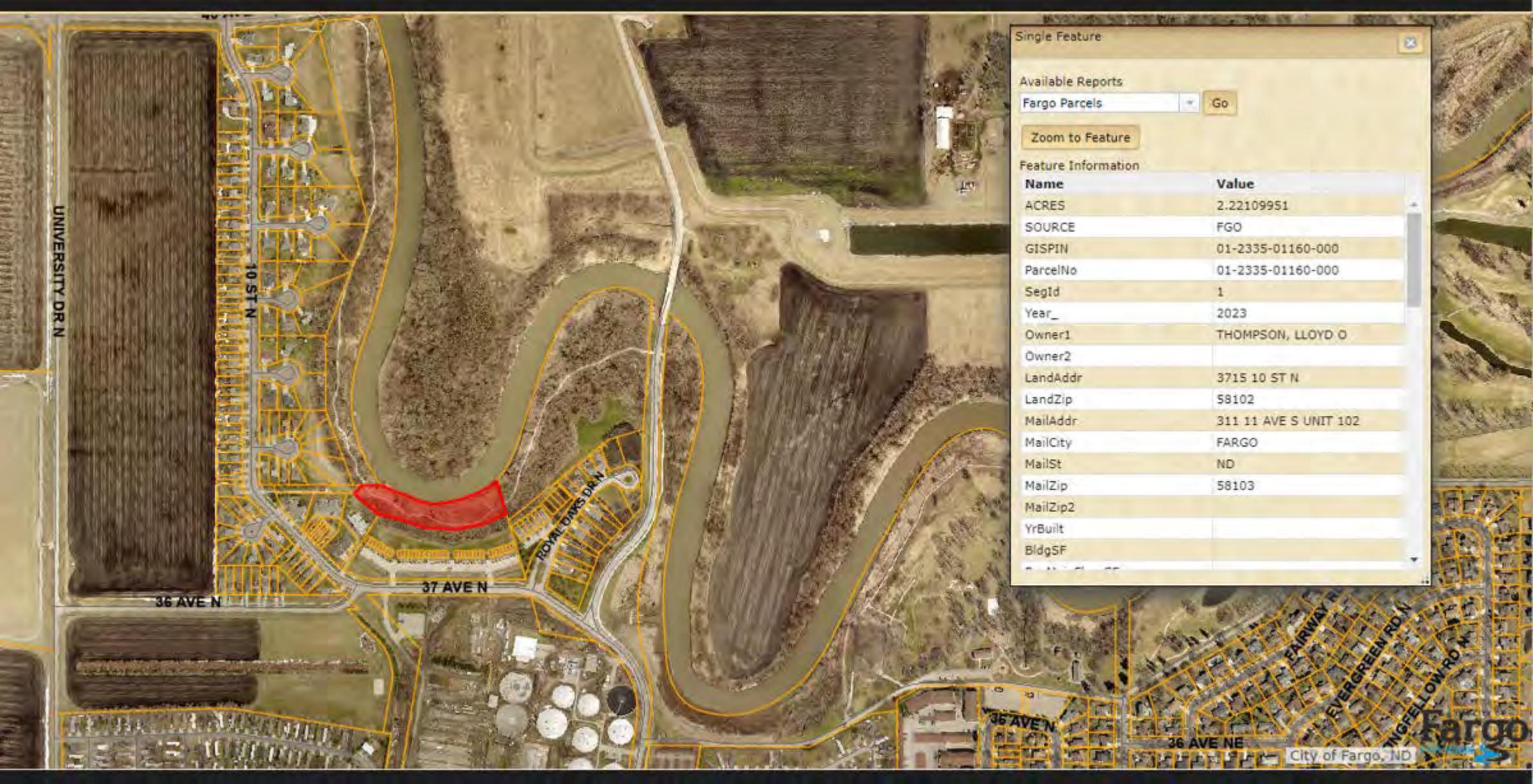
QUIT CLAIM DEED

THIS INDENTURE, Made this _____ day of _____, 2022, between **Dan Lloyd Thompson and Nancy Ann Slotten, the co-personal representatives of the Estate of Lloyd O. Thompson a/k/a Lloyd Orville Thompson**, hereinafter (“GRANTOR”); and **The Park District of the City of Fargo**, a municipal subdivision and a park district under Chapter 40-49 NDCC, whose address is 701 Main Avenue, Fargo, ND 58103 (“GRANTEE”).

For and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable considerations, GRANTOR does hereby QUIT CLAIM to the GRANTEE, all of their interest in the following real property lying and being in the County of **Cass**, and State of North Dakota, and described as follows, to-wit:

All that part of Lot Twenty-Three (23), Block One (1), of the Red River Addition to the City of Fargo, lying East of a line parallel to and 13.38 feet Northwesterly of the Northwesterly line of Lot Seventeen (17), as extended to the Red River of the North

The legal description was obtained from a previously recorded instrument known as Document No. 1400499.



Single Feature

Available Reports
Fargo Parcels

Feature Information

| Name | Value |
|----------|-----------------------|
| ACRES | 2.22109951 |
| SOURCE | FGO |
| GISPIN | 01-2335-01160-000 |
| ParcelNo | 01-2335-01160-000 |
| SegId | 1 |
| Year_ | 2023 |
| Owner1 | THOMPSON, LLOYD O |
| Owner2 | |
| LandAddr | 3715 10 ST N |
| LandZip | 58102 |
| MailAddr | 311 11 AVE S UNIT 102 |
| MailCity | FARGO |
| MailSt | ND |
| MailZip | 58103 |
| MailZip2 | |
| YrBuilt | |
| BldgSF | |



MEMORANDUM

DATE: November 9, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Bietz, Parks Director

RE: Consent Agenda Item No. (f) - Gift Agreement from Urban Plains Land Company

Staff has been contacted by Michael Thomas with the Urban Plains Land Company. The Urban Plains Land Company is the owner of a parcel of land that they would like to gift to the Park District.

Included with this memo is the Gift Agreement, Quit Claim Deed and an aerial showing the location of the parcel of land that is to be donated. Currently, the land does have a segment of recreational trail that connects to trails on land we already own. We currently maintain this trail as a part of our current maintenance activities.

It was recommended at the November 2, 2022, Budget/Facilities Committee Meeting to bring this to the full board for approval.

If you should have any questions, please feel free to contact me prior to the meeting.

Thank you.

Sample Motion: I make a motion to approve the gift of land from Urban Plains Land Company for a parcel along 48th Street and 28th Avenue South to the Fargo Park District.

GIFT AGREEMENT

THIS AGREEMENT (“Agreement”) is made this _____ day of _____, 2022, by and between **Urban Plains Land Company LLC** (“Urban Plains”) and **The Park District of the City of Fargo**, a municipal subdivision and a park district under Chapter 40-49 NDCC, whose pose office address is 701 Main Avenue, Fargo, ND 58103 (“Park District”).

WHEREAS, Urban Plains owns a certain parcel of land legally described as:

Lot Seven (7), Block Two (2), Urban Plains By Brandt First Addition to the City of Fargo, Cass County, North Dakota

(the “Property”)

WHEREAS, Urban Plains desires to gift and deed the Property to the Park District and the Park District desires to receive the Property pursuant to the terms of this Agreement.

NOW, THEREFORE, IN CONSIDERATION of the above Recitals, it is agreed as follows:

1. Gift. Urban Plains agrees to execute a quit claim deed, a specimen copy of which is attached to this Agreement, deeding the Property to the Park District. The Park District shall record the quit claim deed with the county recorder for Cass County, North Dakota.

2. Charitable Donation. The Park District represents to Urban Plains that it is a municipal corporation under North Dakota law. Urban Plains agrees that it will consult with its tax advisors as it relates to the donation contemplated in this Agreement. The Park District and Urban Plains agree that the Property has a fair market value of \$79,000 and that the gift of the Property is solely for public purposes. Urban Plains has not received anything from the Park District in exchange for the gift of the Property.

3. Entire Agreement. This Agreement constitutes the entire and complete agreement between Urban Plains and the Park District and supersedes any prior oral or written discussions between the parties, or their representatives, with respect to the gift contemplated herein. No change in the terms and conditions of this Agreement shall be enforceable unless in writing and duly executed.

4. Binding Effect. All provisions of this Agreement shall be binding upon and inure to the benefit of the parties and their respective heirs, personal representatives, successors, and assigns.

5. Controlling Law. This Agreement has been made and entered into under the laws of the State of North Dakota and the laws of North Dakota shall control its interpretation.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement the day and year first above written.

Urban Plains Land Company LLC

By: Michael R. Vannett
Its: President

The Park District of the City of Fargo

By: Dave Leker
Its: Executive Director

I hereby certify that this transaction is exempt from the requirement that a statement of full consideration be filed pursuant to N.D.C.C. § 11-18-02.2(6)(h).

Date: _____
_____ GRANTEE OR AGENT

QUIT CLAIM DEED

THIS INDENTURE, Made this _____ day of _____, 2022, between **Urban Plains Land Company LLC**, hereinafter (“GRANTOR”); and **The Park District of the City of Fargo**, a municipal subdivision and a park district under Chapter 40-49 NDCC, whose address is 701 Main Avenue, Fargo, ND 58103 (“GRANTEE”).

For and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable considerations, GRANTOR does hereby QUIT CLAIM to the GRANTEE, all its interest in the following real property lying and being in the County of **Cass**, and State of North Dakota, and described as follows, to-wit:

Lot Seven (7), Block Two (2), Urban Plains By Brandt First Addition to the City of Fargo, Cass County, North Dakota

The legal description was obtained from a previously recorded instrument known as Document No. 1177901.

WITNESS, The hand of the GRANTOR:

Urban Plains Land Company LLC

By: Michael R. Vannett
Its: President

STATE OF NORTH DAKOTA)
) ss.
COUNTY OF CASS)

On this _____ day of _____, 2022, before me, personally appeared Michael R. Vannett, known to me to be the President of **Urban Plains Land Company LLC**, and who executed the within and foregoing instrument.

(S E A L)

Notary Public
Cass County, State of North Dakota



Single Feature ✕

Available Reports
Fargo Parcels ▼ Go

Zoom to Feature

Feature Information

| Name | Value |
|----------|--------------------------|
| ACRES | 0.67107415 |
| SOURCE | FGO |
| GISPIN | 01-8010-00090-000 |
| ParcelNo | 01-8010-00090-000 |
| SegId | 1 |
| Year_ | 2023 |
| Owner1 | URBAN PLAINS LAND CO LLC |
| Owner2 | |
| LandAddr | 4801 28 AVE S |
| LandZip | 58104 |
| MailAddr | 4650 26 AVE S STE E |
| MailCity | FARGO |
| MailSt | ND |
| MailZip | 58104 |
| MailZip2 | |
| YrBuilt | |
| BldgSF | |



MEMORANDUM

DATE: November 9, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Bietz, Parks Director

RE: Consent Agenda Item No. (g) - Request to Solicit Bids for 2023 Parks Department Equipment

In alignment with our Procurement Policy, Policy No. 390, we are requesting permission to publicly bid the 2023 Parks Department equipment. The Parks Department bids equipment annually and funds will be taken from the 2023 approved budget. The projected timeline for the bid process will be as follows:

- Public Bid Opening December 13, 2022
- Possible award by Park Board Commissioners January 9, 2023

It was recommended at the November 2, 2022, Budget/Facilities Committee Meeting to bring this to the full board for approval.

If you should have any questions, please feel free to contact me prior to the meeting.

Thank you.

Sample Motion: I make a motion to approve a public bid for the 2023 Parks Department equipment.



MEMORANDUM

DATE: November 9, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Leker, Executive Director

RE: Agenda Item No. 3 – Tri-City United Soccer Club Presentation

At the Park Board Meeting on November 15, 2022, Lee Schwartz, Executive Director, of Tri-City United Soccer Club will share an overview of Tri-City United Soccer Club and what they do and their partnership with the Fargo Park District.

If you should have any questions, please feel free to contact me prior to the meeting.

Thank you.



MEMORANDUM

DATE: November 9, 2022

TO: Fargo Park Board Commissioners

FROM: Dave Leker, Executive Director

RE: Agenda Item No. 4 – Board to consider for approval and award Construction Management at Risk Services (CMAR) for Phase II of Fargo Parks Sports Complex project

Park District Staff was directed by the Fargo Park Board to advertise for a Request for Qualifications (RFQ) for Construction Management at Risk Services (CMAR) for Phase II of the Fargo Sports Complex Project. Proposals were due October 31st, 2022 at 10:00 a.m.

One proposal was received from McGough. The selection committee included Dave Leker, Executive Director, Fargo Park District, Mark Honzay, JLG Architects, Tony Eukel, MBN Engineers and Cody Baker, Dakota Fence. The ad-hoc committee includes Phil Siek, Sanford, and Tyler Kirchner, Project Manager. After conducting an interview with the McGough Team, the selection committee recommended selection of McGough for CMAR services related to Phase II of the Fargo Parks Sports Complex. The Facilities Committee directed staff to negotiate with McGough prior to the November Board Meeting to set a fee for CMAR Services and Pre-Construction Services.

Fargo Park District and McGough concur that the fee be as follows:

Pre-Construction Services Fee \$98,000.00
CMAR Construction Fee of 1.95% of total construction cost.

Please feel free to contact me with any questions prior to the board meeting.

Thank you.

Sample Motion: I make a motion to approve and award CMAR Services for Phase II of Fargo Parks Sports Complex project to McGough as presented.



FARGO PARKS SPORTS COMPLEX PROJECT PHASE II FEE PROPOSAL

FARGO PARK DISTRICT

November 8, 2022

FARGO PARK DISTRICT

FARGO PARKS SPORTS COMPLEX PROJECT PHASE II

FEES AND EXPENSES

FEE PROPOSAL SUMMARY

| | |
|------------------------------|-----------|
| PRECONSTRUCTION SERVICES FEE | \$ 98,000 |
| CMAR CONSTRUCTION FEE | 1.95% |

PRECONSTRUCTION SERVICES FEE BREAKDOWN

| DESCRIPTION | QUANTITY | UNIT | HOURS PER WEEK | UNIT VALUE | TOTAL |
|--|---|-------|-------------------|---------------|-------------------|
| PROJECT STAFF | | | | | |
| PRECONSTRUCTION MANAGER | 26 | Weeks | 8 | \$145.00 | \$ 30,160 |
| ESTIMATOR | 520 | HRS | 1 | \$105.00 | \$ 54,600 |
| MEP COORDINATOR | 26 | Weeks | 2 | \$152.00 | \$ 7,904 |
| PROJECT COORDINATOR | 40 | HRS | 1 | \$70.00 | \$ 2,800 |
| PROJECT ACCOUNTANT | 8 | HRS | 1 | \$70.00 | \$ 560 |
| QUALITY CONTROL COORDINATOR | 160 | HRS | 1 | \$135.00 | \$ 21,600 |
| ICE TECHNICAL ADVISOR | 80 | HRS | 1 | \$70.00 | \$ 5,600 |
| TRAVEL COSTS | 1 | LS | 1 | \$2,000.00 | \$ 2,000 |
| SUBTOTAL | | | | | \$ 123,224 |
| PRECONSTRUCTION SERVICES DISCOUNT | | | | | |
| DISCOUNT | 1 | EA | 1 | -\$25,224.00 | \$ (25,224) |
| PRE-CONSTRUCTION SERVICES TOTAL | ALL INCLUSIVE COST FOR ESTIMATING, ATTENDING MEETINGS, COORDINATION AND TRAVEL | | | | \$ 98,000 |



FARGO PARKS SPORTS COMPLEX PROJECT PHASE II

FARGO PARK DISTRICT

October 31, 2022



McGOUGH

BUILDING FOR THE NEXT GENERATION

October 31, 2022

Fargo Park District
Attn: Dave Leker, Executive Director
701 Main Avenue
Fargo, ND 58103

SUBJECT: REQUEST FOR QUALIFICATIONS FOR FARGO SPORTS COMPLEX PROJECT PHASE II

Mr. Leker:

On behalf of McGough Construction, I would like to thank you for the opportunity to submit our qualifications for Phase II of the Fargo Sports Complex project. The McGough team is excited to continue our relationship with you as your construction partner for this project. We understand the requirements of the schedule and know that we will meet them. We believe we are best suited to partner with Fargo Park District for the following reasons:

- **OUR REMARKABLE PEOPLE.** Patrick Peltier, Ryan Rau, and the rest of the McGough crew are dedicated to this project. They know the vision that Fargo Parks has for this facility and are excited to continue to be a part of this project that will have a large impact on this community for years to come.
- **IMPROVED SCHEDULE.** With the McGough crew already on site we will be able to seamlessly schedule the Phase I and Phase II projects as one. We will capture efficiencies in staff, labor, material and equipment during this overlap period of the two project schedules that no other construction manager can match.
- **EFFICIENCIES.** McGough has a great team already in place on Phase I of the Fargo Sports Complex. Our project staff have unmatched project knowledge that can only be achieved by having been committed to this project full time for the past year and part time for three years prior. We have worked with the Fargo Park District from day one to help establish a schedule and budget that takes into account not only the needs but the vision for the facility while also being mindful of budget concerns.

Thank you for this opportunity to submit our qualifications and we look forward to continuing our partnership with you on the Fargo Sports Complex.

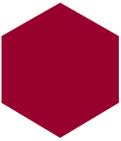
McGough Construction

Spencer Hilde
General Manager, North Dakota
701.318.3231 | spencer.hilde@mcgough.com



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WHY MCGOUGH

EFFICIENCY

- Fewer project meetings
- Coordination of work savings (i.e. less re-work)
- Effective budget management
- General Conditions savings

CONSISTENCY

- Simplified project documents
- Unmatched project knowledge, over four years involved with FPD
- Single logistics plan
- Consistency of project team, communication, and process
- Continuity of tie-ins
- Start-up, commissioning, and project turnover
- Single-set of O&M and warranty documents
- More price certainty

SPEED

- Early procurement of similar materials
- Reduced duplication work
- No on-boarding
- No additional mobilization
- Team will start immediately





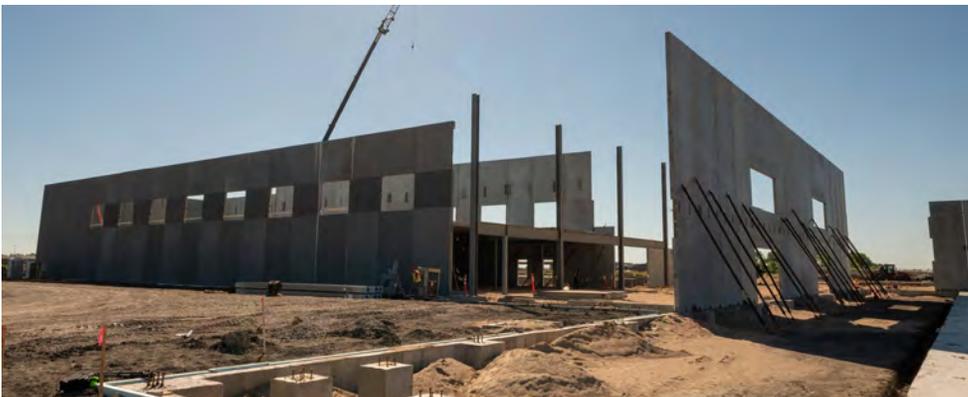
PROJECT EXPERIENCE



FARGO SPORTS COMPLEX PHASE I FARGO PARK DISTRICT | FARGO, ND

This multi-purpose community recreational complex consists approximately 275,060 SF of indoor recreational facilities between courts and turf. The facility will also include a sports orthopedic space for Sanford Health and it will be the new office location for the Fargo Parks Department. Sitting on 50 acres, this project includes all new site development and infrastructure to support the current and future programming along with future expansions of its three recreational uses to bring the total building footprint to 500,000 SF. The project addresses a critically unmet need for a public year-round indoor sports and recreation facility in the Fargo area and will attract 600,000 visitors per year.

McGough was very successful working with the Fargo Park District to get their budget in alignment. To learn more, click here bit.ly/32pxrX8



SIZE

275,060

COST

\$67,000,000

SCHEDULE

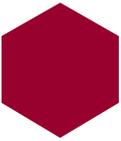
May 2022 - April 2024

OWNER

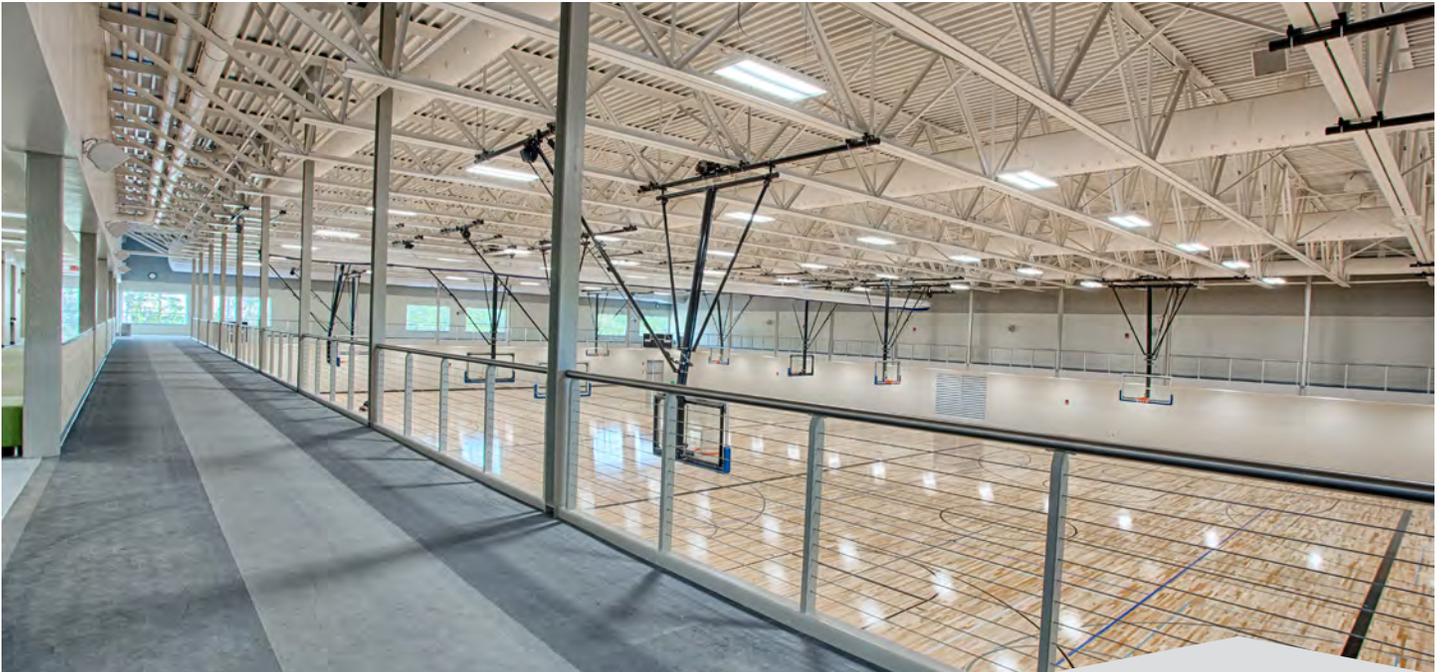
Tyler Kirchner
701.551.5882

PROJECT RELEVANCE

Sports facility
Community Center
Hardwood courts
Same project team



PROJECT EXPERIENCE



TWO RIVERS ACTIVITY CENTER JAMESTOWN PARKS & REC | JAMESTOWN, ND

The City of Jamestown Parks and Recreation Department secured funding through a sales tax levy approved by voters in 2015. The Two Rivers Activity Center is 112,000 SF, plus a 59,000 SF turf room. Facility includes an entrance/lobby, childcare/youth areas; locker rooms, indoor aquatics/lesson pool, multi-use court space, group fitness spaces; cardio/weight space, receiving/maintenance spaces; parking lots and landscaping/green space. It is designed to accommodate future expansion.

SIZE

112,000 SF
(plus 59,000 SF Turf Room)

COST

\$25,200,748

SCHEDULE

September 2015 - September
2017

OWNER

Amy Walters
701.252.3982

PROJECT RELEVANCE

Sports facility
Community Center
Hardwood courts
Pickleball courts
Same project manager





PROJECT EXPERIENCE



1002 2nd Ave. S.E., P.O. Box 2014
Jamestown, ND 58402-2014
Phone: 701-252-3982
Fax: 701-252-3914

January 31, 2018

Re: Reference Letter
McGough Construction

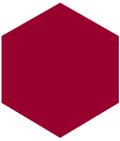
To Whom It May Concern:

On behalf of the Jamestown Parks and Recreation Department, it is my pleasure to write this letter of recommendation for McGough Construction. Our relationship with McGough began in the fall of 2015 when they were selected after the proposal and interview process for Construction Management at Risk to work with the design team for pre-construction services and to manage the construction of Two Rivers Activity Center (TRAC).

Throughout the project phases, McGough delivered exceptional services: communication, schedule management with subcontractors, safety, and meeting the needs of the Community and our organization to name a few. The level of integrity in relationships McGough built with all who were involved were a major reason for the success of TRAC opening on time and on budget. For any future projects, Jamestown Parks and Recreation would welcome the opportunity to work with the McGough team again. In closing, I would recommend strong consideration be given to McGough Construction for your program.

Sincerely,
Jamestown Parks and Recreation Department

Doug Hogan
Director



PROJECT EXPERIENCE



BROADWAY SQUARE BLOCK 9 PARTNERS | FARGO, ND

SIZE: One-half acre **COST:** \$3,287,000 **SCHEDULE:** 06.2020 - 11.2020
REFERENCE: Mike Zimney, 701.306.6684

Broadway Square includes a programmed public plaza, over a half-acre in size, that is anticipated to become a gathering and celebration space for the region. The plaza includes seasonal amenities such as a skating rink, splash pad, vendor spaces and a bandshell for live performances.

PROJECT RELEVANCE: ▪ Ice rink ▪ Community space ▪ Same General Superintendent ▪ Built concurrently with the Block 9 office building and parking ramp



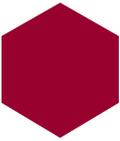
ESSENTIA HEALTH REGIONAL WELLNESS CENTER CITY OF HERMANTOWN | HERMANTOWN, MN

SIZE: 80,000 SF **COST:** \$22,000,000 **COMPLETION:** 04.2018 - 07.2019
REFERENCE: John Mulder, 218.729.3600

The Essentia Health Regional Wellness Center (EHRWC) is a collaboration that includes the City of Hermantown, Hermantown School District, State of Minnesota, Duluth Family YMCA, St. Louis County, and Essentia Health. This multi-story facility is 80,000 SF and includes community wellness spaces (physical therapy, occupational therapy, sports medicine, dietetics, and health education), state-of-the-art aquatics center, modern fitness facilities, multi-court gymnasium, racquetball courts, pickleball courts, locker rooms, daycare, and spaces for teens and seniors.

PROJECT RELEVANCE: ▪ Hardwood courts ▪ Community rooms ▪ Pickleball courts ▪ Sports facility





PROJECT EXPERIENCE



AUSTIN RECREATION CENTER CITY OF AUSTIN | AUSTIN, MN

SIZE: 105,000 SF **COST:** \$28,000,000 **SCHEDULE:** 07.2018 - 12.2019
REFERENCE: Arlen Schamber (retired), 507.993.3985

McGough - working with the City of Austin, Vision 2020, the YMCA and Austin Community Growth Ventures - completed the construction of a new community recreation center. This year-round recreation center is a welcoming place for everyone in the community to meet, exercise, and play. The recreation campus has a state-of-the-art fitness facility including a family aquatic center, pickleball courts, practice facilities and programs supporting healthy living in a safe, affordable environment. This includes a Youth/Teen Center, indoor playground, and community event room.

PROJECT RELEVANCE: • Pickleball courts • Hardwood courts • Community rooms • Indoor playground • Youth/Teen center



MIDWAY YMCA YMCA OF GREATER TWIN CITIES | ST. PAUL, MN

SIZE: 52,000 SF **COST:** \$12,301,911 **COMPLETION:** 04.2015 - 01.29.2016
REFERENCE: Doug Ducharme, 612.371.8714

The new Midway YMCA is located in the space of its old location. The 52,000 SF facility features an expansive fitness center; state-of-the-art aquatic center with lap pool and whirlpool; walking path; multiple fitness studios; racquetball and handball courts; large flex space for basketball, volleyball, pickleball, badminton, and group and youth fitness classes; locker rooms; kids' play maze; Kids' Stuff (signature program for kids while parents use the facility); community room; demonstration kitchen; lobby and gathering area; outdoor activity space; rooftop patio; and surface parking.

PROJECT RELEVANCE: • Pickleball courts • Hardwood courts • Community rooms • Indoor playground • Community facility



PROJECT EXPERIENCE

Project Approach for Addition

McGough has extensive experience executing large complex projects in multiple phases with ongoing construction. Our recent work at Block 9 and UND's Memorial Union, O'Kelly Hall, and 2nd Ave projects are great examples of this. On the Block 9 project in downtown Fargo, McGough managed a 18-story, high-rise, eight-level parking ramp and plaza on the same city block at the same time. In Grand Forks at the University of North Dakota, McGough managed the reconstruction of the Student Memorial Union, O'Kelly Hall renovation, and the 2nd Ave Pedestrian Mall projects which were adjacent to one another. To maintain ongoing construction adjacent to each other the projects required seamless communication and coordination within the internal project team.

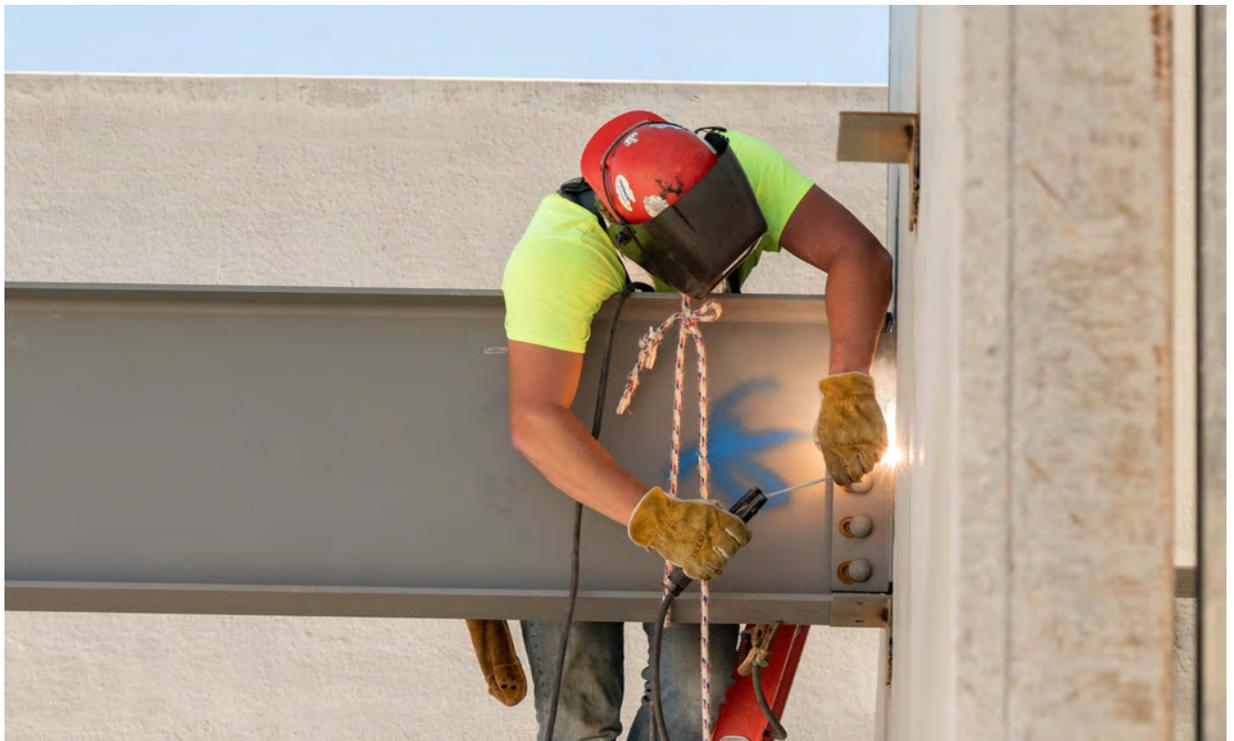
Adding an addition to an ongoing project poses unique challenges and additional risks. Below are items that would need to be considered if the work is performed by others:

Project Safety: Clear boundaries of each contract would need to be set to prevent work from one contract being performed within the boundaries of the other contract. Each Construction Manager will have differing safety programs. Each Construction Manager will need limitation of liability from the Owner of unsafe acts performed by the other Construction Manager.

Builders Risk Insurance: Thorough review of the builders risk coverage will be required to limit any gaps that could be caused by separate policies.

Project Delays: The opportunity for project delays is increased by having multiple contracts performing work adjacent to one another. Extensive coordination between the two projects would be needed to limit the potential disruptions that could be caused by access to the site, phasing less effectively, and incompatibility between installed work.

Warranty: Any warranty issues on shared worked will require additional evaluation. Multiple contracts working on the same system opens up a host of concerns when trying to understand who is at fault.





ABILITY OF KEY PERSONNEL



SPENCER HILDE, PE
PRINCIPAL-IN-CHARGE

YEARS OF EXPERIENCE: 15 // **ABOUT:** Spencer will be responsible for the overall administration of the projects. He will participate in the preconstruction and construction phases and interface closely with the design team, McGough personnel and the owner to ensure the project's budgets and schedules are accomplished.

EDUCATION + PROFESSIONAL AFFILIATIONS: BS, Civil Engineering, North Dakota State University • Registered Professional Engineer in State of North Dakota • USACE - Construction Quality Management for Contractors #784 • Member of North Dakota Society of Professional Engineers

RELEVANT PROJECT EXPERIENCE

Fargo Sports Complex Phase I - Fargo, ND // 275,060 SF • Sports facility • Multi-purpose courts
UND, Pollard Athletic Center Addition - Grand Forks, ND // 53,000 SF • Sports Facility • Addition
Fargo Block 9 - Fargo, ND // Office building • Ice Rink • Multiple contractors/projects
UND, Student Memorial Center - Grand Forks, ND // Active site • Multiple projects in close proximity
• Community gathering spaces



PATRICK PELTIER
SENIOR PROJECT
MANAGER

YEARS OF EXPERIENCE: 13 // **ABOUT:** As Senior Project Manager, Patrick will be responsible for the overall administration of the projects. He will participate in the preconstruction and construction phases and interface closely with JLG McGough personnel, and the Fargo Parks Department to ensure the project's budgets and schedules are accomplished.

EDUCATION + PROFESSIONAL AFFILIATIONS: BS, Construction Management, North Dakota State University • Associate in Applied Science, Carpentry, Minnesota State Community & Technical College - Wadena, MN

RELEVANT PROJECT EXPERIENCE

Fargo Sports Complex Phase I - Fargo, ND // 275,060 SF • Sports facility • Multi-purpose courts
Jamestown Parks and Rec, Two Rivers Activity Center - Jamestown, ND // Multi-use courts • Community rooms • Indoor play area • Sports facility
Fargo Block 9 - Fargo, ND // Office building • Ice Rink • Multiple contractors/projects



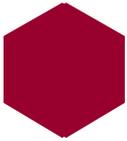
RYAN RAU
SENIOR
SUPERINTENDENT

YEARS OF EXPERIENCE: 20 // **ABOUT:** Ryan has more than 20 years of experience in the construction industry. Ryan will be the primary field point of contact for the construction phase of the project. He will be responsible for day-to-day supervision of construction activities, including implementation of all safety programs; effective schedule management; oversight of labor, materials and equipment; issue identification and resolution; and jobsite planning and organization.

EDUCATION + PROFESSIONAL AFFILIATIONS: Diploma in Carpentry, Northwest Technical College - Moorhead • Journeyman Carpenter by Trade • Attended "Blueprint for Leadership" course through the AGC of MN

RELEVANT PROJECT EXPERIENCE

Fargo Sports Complex Phase I - Fargo, ND // 275,060 SF • Sports facility • Multi-purpose courts
UND, Student Memorial Center - Grand Forks, ND // Active site • Multiple projects in close proximity
• Community gathering spaces
Minnesota State University - Moorhead, South + East Snarr Halls - Moorhead, MN // Renovation • Active campus



ABILITY OF KEY PERSONNEL



OLIVER FINNEMAN, HCC
PRECONSTRUCTION
MANAGER

YEARS OF EXPERIENCE: 14 // **ABOUT:** Oliver will act as the conduit to navigate between the design, owner, and construction teams. He will provide proactive leadership during the scope development phase that includes design reviews, budget estimates, value engineering, constructability and schedule reviews. During the preconstruction phase, he will keep the entire team focused on maximizing the owner’s program within the established budget by providing detailed, reliable, and timely estimates to allow the design and owner teams to make well-informed decisions.

EDUCATION + PROFESSIONAL AFFILIATIONS: BS, Construction Management (Minor in Business Administration), North Dakota State University • OSHA 30-Hr • ASHE Healthcare Construction Certificate (HCC)

RELEVANT PROJECT EXPERIENCE

Fargo Sports Complex Phase I - Fargo, ND // 275,060 SF • Sports facility • Multi-purpose courts
UND, Pollard Athletic Center Addition - Grand Forks, ND // 53,000 SF • Sports Facility • Addition
Fargo Block 9 - Fargo, ND // Office building • Ice Rink • Multiple contractors/projects



MIKE BRATTON
GENERAL
SUPERINTENDENT

YEARS OF EXPERIENCE: 24 // **ABOUT:** Mike will be responsible for supporting all field operations during the construction phase. He will provide leadership and guidance for the project team, including overall construction plan, project safety program, project quality program and establishment and implementation of the project base line schedule.

EDUCATION + PROFESSIONAL AFFILIATIONS: B.S., Construction Management, North Dakota State University • OSHA 30 • UBC Collaborative Leadership Training

RELEVANT PROJECT EXPERIENCE

Fargo Sports Complex Phase I - Fargo, ND // 275,060 SF • Sports facility • Multi-purpose courts
Fargo Block 9 - Fargo, ND // Office building • Ice Rink • Multiple contractors/projects
UND, Student Memorial Center - Grand Forks, ND // Active site • Multiple projects in close proximity
• Community gathering spaces
West Fargo Hockey Facility - Fargo, ND* // Ice rink
**Prior to McGough*



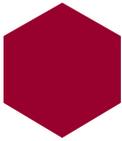
RYLEY BROWN
ASSISTANT
SUPERINTENDENT

YEARS OF EXPERIENCE: 3 // **ABOUT:** Ryley will be assisting Ryan with the day-to-day supervision of construction activities, including effective schedule management; oversight of labor, materials and equipment; issue identification and resolution; jobsite planning and organization; as well as a demonstrated commitment to safety throughout the jobsite.

EDUCATION + PROFESSIONAL AFFILIATIONS: BS, Construction Engineering (Minor in Business Administration), North Dakota State University • OSHA 30

RELEVANT PROJECT EXPERIENCE

Fargo Sports Complex Phase I - Fargo, ND // 275,060 SF • Sports facility • Multi-purpose courts
The Pullman - Denver, CO* // 387,382 SF • Mixed-use development • Active site
Novel RiNo - Denver, CO* // 646,417 SF • Mixed-use development • Active site
Parkside at City Center - Denver, CO* // Mixed-use development • Active site • Utility coordination
**Prior to McGough*



ABILITY OF KEY PERSONNEL



JACK MCHALE
PROJECT ENGINEER

YEARS OF EXPERIENCE: 1 // **ABOUT:** Jack will be on-site full-time assisting in all aspects of construction. He will be responsible for processing all shop drawings and RFIs to ensure the design intent is met and all requirements of the specifications are fulfilled. He will provide documentation and dissemination of weekly coordination meeting information to all parties and provide day-to-day support for the project superintendents.

EDUCATION + PROFESSIONAL AFFILIATIONS: BS, Construction Management (Minor in Business Administration), North Dakota State University

RELEVANT PROJECT EXPERIENCE

Fargo Sports Complex Phase I - Fargo, ND // 275,060 SF • Sports facility • Multi-purpose courts
UND, O’Kelly Hall- Grand Forks, ND // 25,000 SF • Renovation • Active campus



STAN KNOX
SAFETY MANAGER

YEARS OF EXPERIENCE: 8 // **ABOUT:** Stan will be responsible for inspecting the worksite to detect existing or potential accident and health hazards, determine corrective or preventative measures where indicated, and follow up to ensure corrective measures have been implemented. He will develop a site specific jobsite orientation and work with each subcontractor to develop job hazard analysis. He will also be responsible for planning and implementing programs to train managers and employees in worksite safety practices, fire prevention and correct handling techniques for various materials.

EDUCATION + PROFESSIONAL AFFILIATIONS: OSHA 30 • OSHA 10 • OSHA Crystalline Silca Standard • EXC Safety Confined Space • Fire Watch • Global Harmonization • Scaffold 8 • Forklift Operator Certification • First Aid & CPR

RELEVANT PROJECT EXPERIENCE

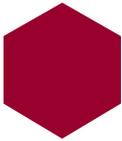
Fargo Sports Complex Phase I - Fargo, ND // 275,060 SF • Sports facility • Multi-purpose courts
UND, O’Kelly Hall- Grand Forks, ND // 25,000 SF • Renovation • Active campus
Minot State University, Hartnett Hall Renovation - Minot, ND // Renovation • Active campus



RICH SLAGLE
DIRECTOR OF DEVELOPMENT

YEARS OF EXPERIENCE: 25 // **ABOUT:** Rich will help with community outreach and facilitation of public relations for community engagement. He is focused on the long-term client relationship with Fargo Parks District.

EDUCATION + PROFESSIONAL AFFILIATIONS: Fargo Parks Courts Plus Member • YMCA Committee Member • Fargo Planning Commission, Vice Chair • Fargo YMCA/Sanford Wellness Consultant on Athletic & Wellness Industry (2010-2011)



ABILITY OF KEY PERSONNEL



LON SORENSON

ICE ARENA TECHNICAL ADVISOR

EDUCATION + PROFESSIONAL AFFILIATIONS

Des Moines Area Community College, Boone • Associates Degree, Riverland Community College • BS, Recreation Parks and Leisure Services, Minnesota State University, Mankato • Dunwoody School of Technology • CFC/EPA Refrigeration Certificate, Universal • Certified Ice Technician, ORFA/STAR • Operations and Risk Management, STAR • Ice Maintenance & Equipment Operation Certificate, ORFA/STAR • Basic Refrigeration, ORFA/STAR • Ice Maintenance & Ice Painting Technologies, ORFA/STAR • Safe Ice Resurfacer Operations Certificate, ORFA/STAR

RELEVANT PROJECT EXPERIENCE

Ice Arena Coordinator, City of Albert Lea - Albert Lea, MN

Responsible for operations of two-sheet ice arena

Operations Ice Crew, NHL MN Wild, Xcel Energy Center/TRIA Rink - St. Paul, MN

Responsible for maintaining and scheduling the ice for NHL, NCAA, and MSHSL events

Install Technician, All American Arena Products - Alden, MN

Responsible for installation of main ice arena components

Ice Arena Building Manager, Chaska Community Center - Chaska, MN

Responsible for operations of two-sheet ice arena

Lead Ice Operations, University of Minnesota, Mariucci Arena - Minneapolis, MN

Responsible for operations of the arena

Plant and Operations Manager, ISD 77, All Seasons Arena - Mankato, MN

Responsible for operations of the arena

Engineering Crew, Verizon Wireless Civic Center - Mankato, MN

Responsible for ice maintenance

Assistant Plant and Operations Manager, ISD 77, All Seasons Arena - Mankato, MN

Responsible for operations of the arena

Supervisor, Albert Lea City Arena - Albert Lea, MN

Responsible for supervision and maintenance of the arena

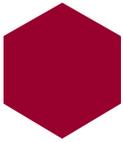
YEARS OF EXPERIENCE: 20

ABOUT: Lon has extensive experience within the ice arena community. Operating and working for community arenas such as Albert Lea, Chaska, and Mankato, MN as well as arenas such as the University of Minnesota and Minnesota State University - Mankato. He has also operated arenas for the Minnesota Wild, and multiple regular games and conference and regional tournaments for the NCAA and MSHSL.

Lon will work closely with the team during preconstruction assisting with budgeting, selection of subs/vendors, analyzing HVAC systems, reviewing constructability of the ice mechanical room, and bringing to the table common ice issues and their resolutions. Once we begin construction, he will advise on quality, submittal reviews, and installation for the ice rinks. He will also be on hand to help with project close out and turn-over, ensuring project success.



VFW - BISMARCK, ND



CURRENT AND PROJECTED WORKLOAD

Indicate availability of key personnel, workforce, and consultants as it relates to project commitments and schedule.

The proposed team is fully available for this project and ready to begin immediately upon notice of award. McGough has the depth of staff and resources needed to ensure the Fargo Sports Complex Phase II project is delivered successfully while meeting your schedule and budget requirements. As project scope and schedule become more defined, we also have the flexibility to increase team member involvement (or add team members) as needed. With 700+ employees—including our in-house, *Centers of Excellence* experts—McGough has the manpower and know-how to achieve your project goals and provide a smooth, efficient process for all involved.

| AVAILABILITY OF PROPOSED PERSONNEL | | |
|---|----------------------------|----------------------------|
| TEAM MEMBER | PRECONSTRUCTION | CONSTRUCTION |
| Spencer Hilde , Principal in Charge | <i>Available As Needed</i> | <i>Available As Needed</i> |
| Oliver Finneman , Preconstruction Manager | 100% | <i>Available As Needed</i> |
| Patrick Peltier , Senior Project Manager | 100% | 100% |
| Jack McHale , Project Engineer | 100% | 100% |
| Mike Bratton , General Superintendent | <i>Available As Needed</i> | <i>Available As Needed</i> |
| Ryan Rau , Senior Superintendent | 20% | 100% |
| Ryley Brown , Assistant Superintendent | <i>Available As Needed</i> | 100% |
| Lon Sorenson , Ice Arena Technical Advisor | <i>Available As Needed</i> | <i>Available As Needed</i> |
| Stan Knox , Safety Manager | <i>Available As Needed</i> | 100% |
| Rich Slagle , Director of Development | <i>Available As Needed</i> | <i>Available As Needed</i> |





PROJECT APPROACH

PRECONSTRUCTION

McGough has developed a preconstruction process that leads to a successful project for all team members. The goal of our preconstruction efforts is to understand and deliver the owner's vision for the project within an established budget and find true value. We do this through collaborative, thoughtful design and accurate and transparent cost information shared with the entire team. When done well, it creates an environment that all parties are engaged in and share innovative ideas.

A critical service that we provide is accurate and timely conceptual and continuous estimating throughout the preconstruction process. We have developed tools, such as benchmarking, CostX and estimate templates, that enhance the accuracy and transparency of conceptual estimates to ensure budget, scope and schedule alignment early in the process. After alignment of budget, scope and schedule we allocate dollars into systems (target values) for each area of design. By providing cost allocations, the architects and engineers are given time to explore design alternates within these target values. McGough will continuously update and maintain cost parameters to ensure alignment is maintained throughout the design process.

McGough will also engage subject matter experts, as required, early in the design process to assist with innovation and constructability. For Phase II of the Fargo Sports Complex we will bring on Lon Sorenson as Ice Rink Technical Advisor. He has more than 20 years of experience working on ice rinks. Lon will advise us on quality, constructability, and life-cycle costs.

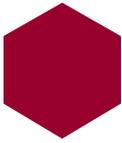
CONSTRUCTION

McGough intends to implement a construction plan which includes construction administration, cost control, construction materials procurement, subcontractor selection, quality control and project turnover/support of commissioning and qualification efforts. McGough will take primary responsibility for oversight of construction activities, including management of all field forces, subcontractors and site activities. McGough will utilize regular job meetings and continuous updates to project schedules to ensure appropriate coordination and administration of the project. This will also involve detailed documentation and reporting on job progress and budget.

McGough's InterACT suite of tools facilitates information sharing and enhances team interaction to support the most optimal project outcome. Intelligent Cost Tools: Robust historical and current market cost databases including On-Screen, MC2, and CostX; VirtualBUILD: Modeling tools and protocols that integrate BIM with real-time schedule and cost input; Content Sharing Tools: Web-based project management applications—including CMiC and Bluebeam Project Sessions—that provide shared document access and storage; LeanBUILD: A set of Lean protocols and processes utilized during construction that ensure efficient and cost-effective project delivery.

Additionally, our routine pre-project planning sessions that incorporate lessons learned from past projects, mid-project process optimization reviews, and post-project "lessons learned" debriefs ensure that we are capturing and carrying forward into future work best practices and solutions that promote optimal project outcomes.

Meeting the schedule and budget requirements for our projects is essential for success. Our accounting and job cost systems provide current and reliable cost and accounting data. Detailed budget reports, labor cost reports, subcontract status reports, and various other reports support proper management and control of job costs. We implement a rigorous change management process and earned-value reporting to aid in that control.



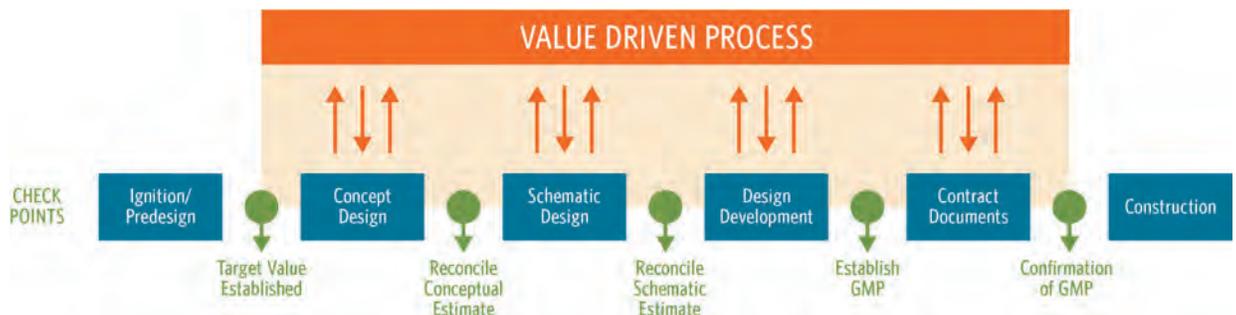
PROJECT APPROACH

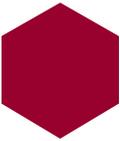
With approval from the owner we order materials after review with the project team. These orders are inserted into the master job schedule to ensure proper delivery and timely installation. After ordering and during manufacture of the material/equipment, we will confirm production is on schedule. When the materials arrive, we carefully inspect for damage and review the invoice to verify that delivery is complete. Whenever possible, we schedule deliveries to arrive “just-in-time” for installation, otherwise we find proper storage.

We will conduct a thorough scope evaluation of all bid proposals to ensure the subcontractor proposals are “apples-to-apples” with respect to subject-matter content. McGough will make recommendations for the award of subcontracts and present these recommendations to the owner and design team. The owner will have the final say in selection of subcontractors. Thereafter, McGough’s project team will provide professional and expert supervision to selected subcontractors throughout preconstruction and construction.

COST ESTIMATING

Among one of the first deliverables we provide are detailed cost models. The cost models and supporting documentation provide budget validation of the program and project schedule necessary for the design team to move into the next design phase. Should the program, budget, and schedule be out of alignment, we will present thoughtful options for consideration and reconciliation. We know the importance of having accurate and timely cost information for making key decisions throughout the project, especially during the design phase. The critical analysis and insights provided at these early phases can dramatically improve early decision-making for our clients. The result is well-informed decisions and innovative ideas that impact project budgets and schedules. McGough has architectural, civil, structural, mechanical and electrical system expertise in-house to assist in value engineering efforts. **A few of the ways we keep the cost and schedule aligned are: management of contingency; weekly cost control log review; bid card review with detailed scope analysis prior to award; subcontractor buy-out reviews; solicitation of voluntary alternates during bidding; and continuous schedule monitoring.**





PROJECT APPROACH

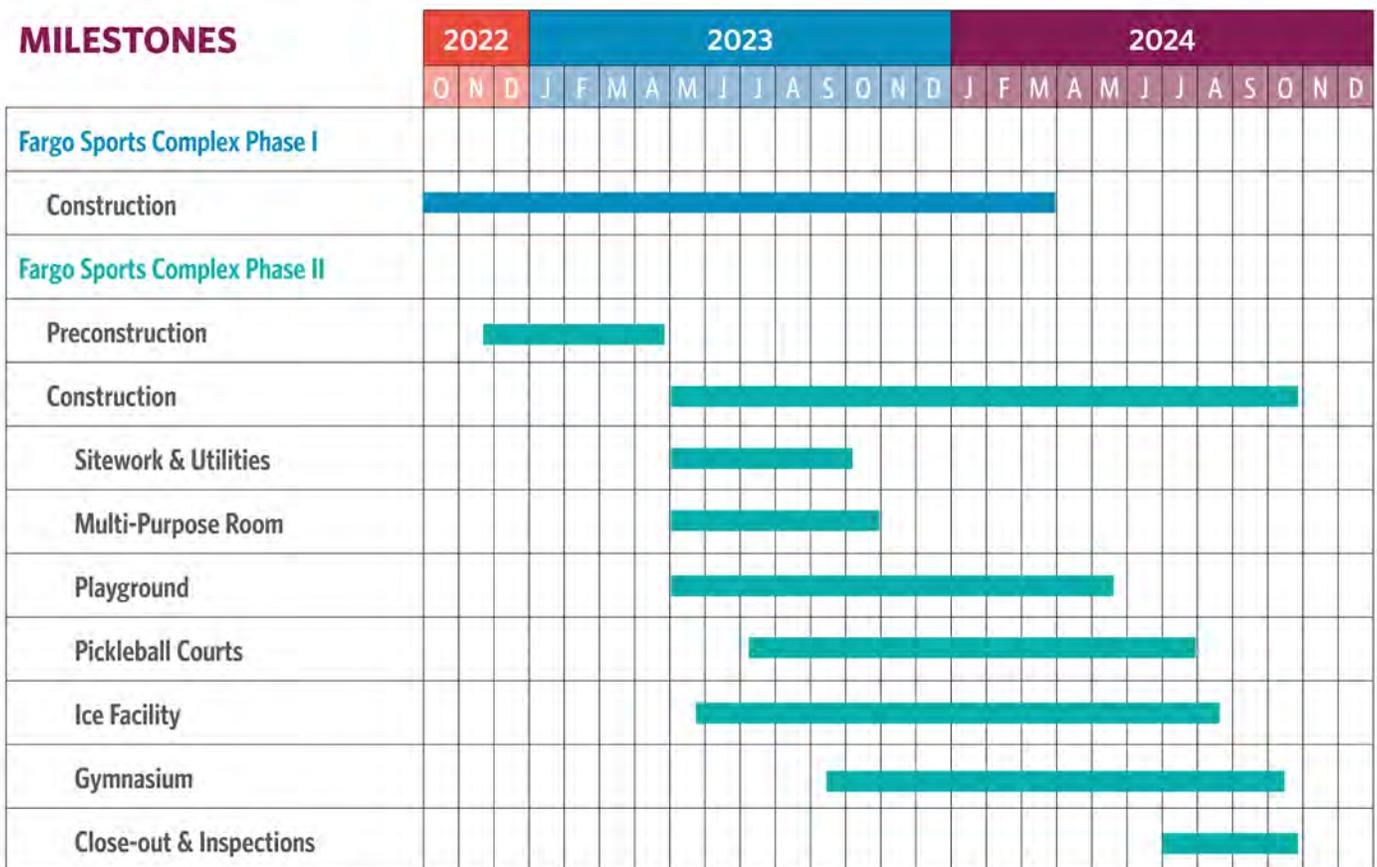
SCHEDULING

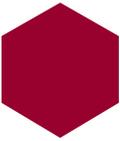
To facilitate schedule management, we prepare and maintain a detailed Critical Path Method (CPM) schedule utilizing state-of-the-art software that integrates all project activities and deadlines, including such pertinent details as: owner decisions, phased drawing completion, budgets, long-lead items and installation; critical milestones, including identification of critical path items; regulatory agency issues, including permits; planning/delivery of site utilities; all construction activities; equipment procurement and delivery; commissioning activities; and close-out milestones.

McGough is vigilant with regards to the schedule. We understand the importance of opening a building on time. The project team closely monitors the schedule and notifies the owner of any potential delays. When potential delays are realized we work with the associated parties to see how we can mitigate the delay. Once a plan is in place, we propose the options to the owner giving them all the information needed for them to make an informed decision.

The project team will develop the project schedule. They will use their extensive backgrounds in design and construction and will be involved in every aspect of the project, beginning with its planning and design. The combined knowledge of the team is reflected in accurate schedules that integrate the specified contract requirements and common field practices. Throughout the construction phase, our master schedule is continually updated to reflect project status and current job progress.

McGough's Last Planner process requires that the schedule be reviewed on a daily basis. The entire philosophy is centered around communication, promises to one another, and clearing constraints that prevent progress. Negative schedule impacts are identified immediately and corrected before they ever have a chance in impacting the completion date.





PROJECT APPROACH

ENABLE ▪ IMPROVE ▪ PERFORM



LEADING THE WAY WITH SAFETY

Since our founding more than 66 years ago, safety has been a core value at McGough. We believe that a safe workplace is the cornerstone of building healthy and productive working relationships and experiences for our employees, partners, and clients. The strength of this belief has shaped the culture of our company. Keeping our safety culture strong and healthy requires an enterprise-wide commitment to thinking, behaving and working in ways that create and maintain workplace safety. This is an ongoing and dynamic process that requires the efforts of all employees, partners, and clients to assure success.

Safety Resources

Leadership Commitment: Leadership commitment is the critical enabler to grow and sustain our safety culture. All leaders at McGough are expected to create a clear and visible expectation of safety in their daily work and with their team members.

Clear Roles and Accountability: All McGough employees, whether in the office or field, have a role to play to ensure safe operations across the company.

Training and Education: Clear roles and accountability define what is expected of each of our employees regarding safety at McGough. Thoughtful approaches to training and education build awareness and develop competence so that our employees know how to contribute to a safe workplace.

Risk Assessment and Planning: Creating a company-wide mindset for identifying hazardous situations and addressing them before they become actual safety issues or incidents is critical for maintaining our safety culture.

Communication and Response: Clear and timely communication of safety issues and overall safety performance builds trust with employees and strengthens the integrity

McGough's EMR (Past 3 Years)

| CURRENT EMR | 2021 EMR | 2020 EMR | 2019 EMR |
|-------------|----------|----------|----------|
| 0.49 | 0.58 | 0.62 | 0.63 |



PROJECT APPROACH

BIDDING AND PROCUREMENT STRATEGY

McGough will work with the Fargo Park District (FPD) and JLG regarding the division of work in the drawings and specifications to facilitate the bidding and awarding of subcontracts.

We prefer that the FPD and JLG be fully involved in subcontractor selection. As part of the selection process, McGough prepares prequalification criteria for bidders. McGough will also prepare a list of qualified subcontractors for the entire team's review before going out for final bids. We will offer advice on the capability of these firms and the personnel we feel are most qualified to work on the project. If FPD has existing relationships with subcontractors or a preference for a subcontractor, we will add them to our list as requested.

Our firm will actively solicit proposals from qualified subcontractors and suppliers locally, statewide and nationally when appropriate. Once bids are received, tabulated, and evaluated by our project personnel, we meet with the owner and the architect to discuss subcontract awards. Keeping the owner and the architect involved in this process ensures optimum subcontractor selections.

After review of the schematic drawings, McGough will catalog potential long-lead delivery items for review by the owner and the architect, advise the team regarding the most cost-effective way to purchase these items, and incorporate expected delivery dates into our master project schedule. With respect to the availability of materials, we will consult with major manufacturers for the type of equipment that is being considered for the project. With proper planning and coordination, long-lead items should not impede the project schedule.

QUALITY CONTROL/ASSURANCE PROGRAM

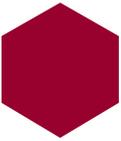
McGough's Quality Assurance (QA) Program, maintained and administered by the QA Management Team, represents our steadfast commitment to understanding the goals, requirements and needs of our clients, and then consistently meeting and exceeding them. McGough provides substantial resources, including assignment of trained personnel for management, performance of work, and verification of quality for all of our projects.

McGough has developed a comprehensive QA Program for training and implementing quality procedures and practices in the field. This program includes detailed specification reviews, code compliance, inspections, unique procedures for specialized facilities, and control/reporting mechanisms to track quality throughout the duration of the project.

We adhere to a structured approach to managing the preconstruction, construction, and post-occupancy phases of every project. Our partnering strategy ensures that during each phase of the construction process, the design, budget, scheduling, and quality is favorably impacted. McGough works with the project team to facilitate fundamental construction-related tasks. Underlying these activities are supporting processes that advance appropriate team communication, project management reporting, cost control, and quality assurance.

QUALITY CONTROL PHILOSOPHY

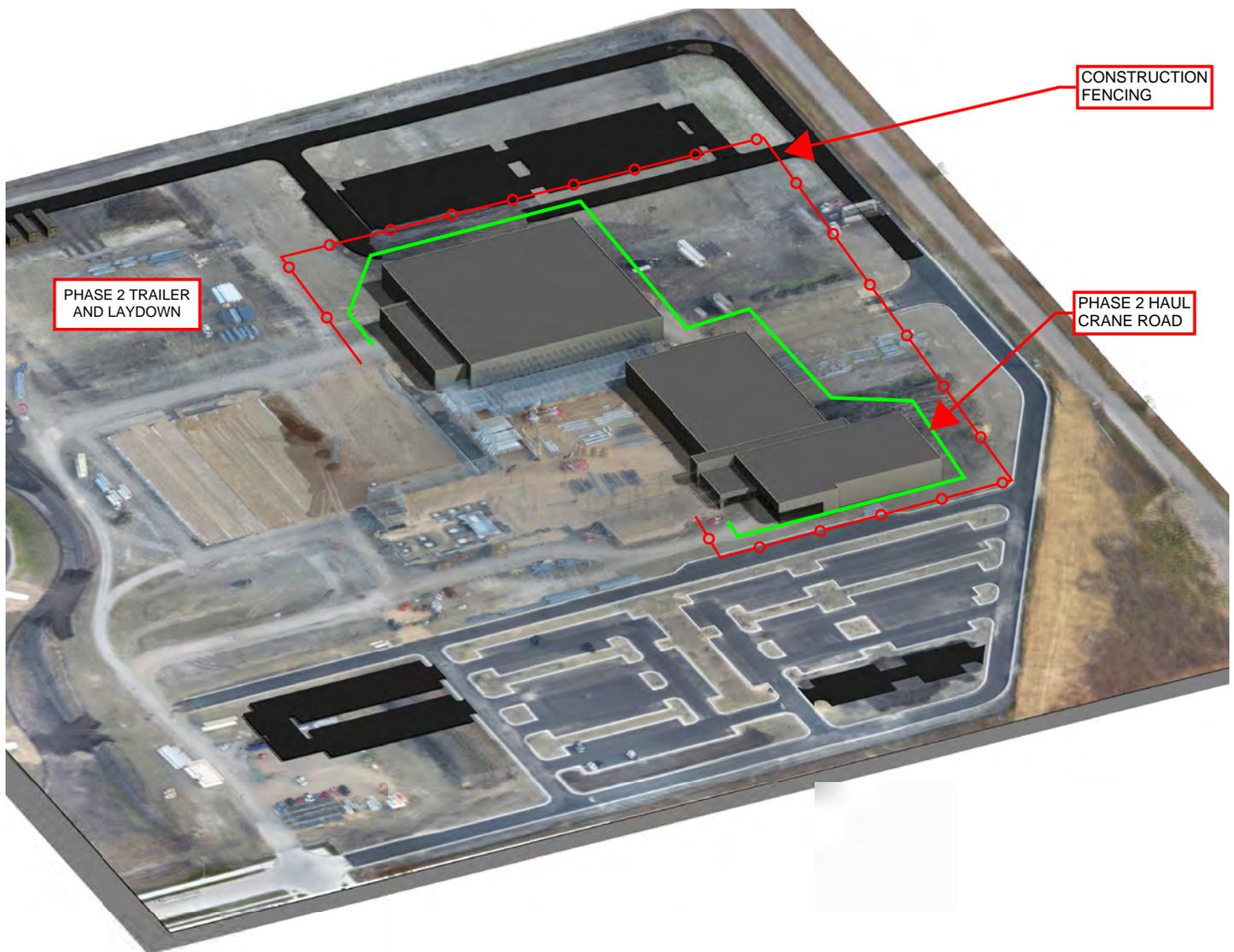
Quality control is of paramount importance to McGough and is a defining consideration throughout the project. We work with the team to ensure that the quality of workmanship, materials and systems selected are consistent with the contract documents. McGough's quality assurance specialists advise project teams and monitor key quality issues. The final decision regarding finished quality appropriately lies with the owner.

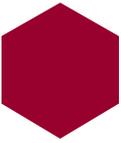


PROJECT APPROACH

FAMILIARITY WITH LOCATION

With McGough currently executing Phase I we have been able to develop an extensive amount of knowledge of the property for Phase II. We understand that as Phase I is completed logistics will need to be adjusted in order to allow effective construction of Phase II while FPD starts to operate in the Phase I portion of the building. Below is a sample logistics plan we have developed to help illustrate our understanding of this.





PROJECT APPROACH

Compliance with State/Federal Laws

McGough agrees to comply with all State and Federal laws.





CORPORATE HEADQUARTERS

Minneapolis-St. Paul, MN

BRANCH OFFICES

Duluth, MN • Rochester, MN • St. Cloud, MN

Dallas-Fort Worth, TX • Des Moines, IA

Bismarck, ND • Fargo, ND • Sioux Falls, SD • Rapid City, SD



www.mcgough.com