



Statement of Qualifications

Architectural Services

For
**Bathroom
Remodeling**



The Ethos Workshop, Ltd.
dba Ethos Workshop Architects
Local Address:
143 Sedgewicke Drive
Romeoville, Illinois 60446
Office Phone: (630) 527-6723
Email: bretm@ethosworkshop.com

Firm Introduction
Introduction | Leaders
Statement of Philosophy
Approach
Scope of Service
Example Projects
Experience
Testimonials

Signed
Bret Mitchell, AIA
Managing Principal

CERTIFICATION

All of the components of our
Statement of Qualifications will
remain firm for a minimum period of
ninety days following the opening of
the proposal.

ACCEPTANCE

Our office accepts the conditions
of all conditions and requirements
contained in the RFQ.



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“The strength of the team is each individual member. The strength of each member is the team.”

Phil Jackson



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Introduction

INTRODUCTION

Ethos Workshop Architects was formed in 2001 to provide in-depth assistance to the client who requires Architectural services of a personalized, unique nature. The solution to each project is a team effort. We don't use repurposed ideas or cookie cutter solutions. Our visions are inspired by your needs and input encompassing the form, function and human engagement required by your individual project. What emerges is a consistently superior body of work that is delivered on time and on budget.

EXPERIENCE

Our architectural and engineering team participants have extensive experience in Commercial, Hospitality, Retail, Municipal and Community projects. We work on a variety of project types for good reason - it keeps us enthusiastic and creative; it helps us grow professionally; and allows us to bring a fresh perspective to each new project.

Ethos Workshop Architects has every base covered from concept to ribbon cutting. But having the right education, tools and skills to produce stimulating architectural space is fundamental. How those are most effectively used to express your intended outcome is where we excel. Our professionals have decades of architectural proficiency with finely honed internal procedures that help ensure that every project runs smoothly and delivers the precise results you expect and desire. Our team approach has been honed and finetuned over the years, which allows us to provide the maximum amount of output in the minimum amount of time, at the most reasonable cost to the Owner.

TEAM EFFORT

For your project to be successful, it is imperative that it is a team effort. This includes our design team, our engineers, your consultants and, most importantly, you. During the construction of the project, the contractor also becomes an important and pivotal part of the team. Each project that we are involved in is important to us and will be handled with a great deal of dedication by our staff.





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Introduction | Leaders



Taylor Palumbo, AIA
Senior Associate

Primary Contact

Architect | Traveler | Creator | Problem Solver

"I tackle challenges head-on, committed to delivering thoughtful designs that fulfill client goals and make a lasting impact. My approach blends innovative problem-solving with insights from my global travels, allowing me to explore fresh perspectives and creative solutions. Beyond architecture, I channel my creativity through painting, pottery, and sewing, always seeking new ways to enrich my work and artistic life."

taylorp@ethosworkshop.com

Taylor Palumbo is a Senior Associate Architect with over 13 years of experience working across the Midwest and the West Coast. She has contributed to projects through every phase of design, from early concept to construction administration. Her project experience includes work in multifamily residential, student housing, senior living, commercial retail and office, single-family residential, and hospitality. In her role, Taylor leads both production and project management efforts, ensuring that complex challenges are addressed directly and project goals are delivered on schedule.

Taylor earned both her Bachelor of Science in Architecture and Master of Architecture from the University of Michigan. Her diverse project experience has built a strong foundation in design processes, construction methods, and client coordination, allowing her to bring clarity, precision, and leadership to each project. She is licensed in Illinois and Washington. She is certified by the National Council of Architectural Registration Boards (NCARB) and is a member of the American Institute of Architects (AIA).

How is our workload?

Taylor Palumbo and Bret Mitchell would be available to start on the Library's project immediately. Our firm is currently engaged with a number of projects in different phases of design and construction.



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Introduction | Leaders



Bret Mitchell, AIA
Managing Principal

Architect | Artist | Adventurer | Volunteer

"I strive to make the world a better place one project at a time through hard work, dedication and thoughtful design. I am passionate about reeling in the next big fish, exploring the world with my wife and embracing new experiences."

bretm@ethosworkshop.com

Bret is a Managing Principal Architect whose specific duties include Project Design and Management, Creative Problem Solving, Master Planning, Consultant Coordination, Specification Writing, Construction Document Coordination and Construction Administration.

He has 32+ years of experience in municipal, institutional, educational, commercial, healthcare, religious and hospitality architecture. Twenty-five (25) of these years have been spent working in and around the Will County, Illinois, area. This diverse experience has given him a substantial breadth of knowledge in a variety of building systems, construction methods and space planning options. This allows him to bring a unique perspective to each and every project.

Bret holds a Master's degree in Architecture from the University of Oregon and a Bachelor's of Arts degree in Art and Communications from the University of Iowa. He is a licensed Architect in both Illinois and Minnesota. He is certified by the National Council of Architectural Registration Boards (NCARB) and is a member of the American Institute of Architects (AIA).



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Statement of Philosophy

LOCAL EXPERTISE, NATIONAL EXPERIENCE

Like you, we have a long and dedicated history in Chicagoland. Through years of experience we have learned to be

Inspired by Possibility.

The power of possibility is the most important principle behind exceptional architectural design. Its positive and forward-thinking perspective awakens fresh and unexpected outcomes. Possibility elevates imagination and stimulates originality. And it kindles outcomes that seamlessly bridge uniqueness with functionality. We thrive on possibility every day at Ethos Workshop because it drives us to deliver impressive ideas and solutions that turn ordinary into extraordinary.

WE LISTEN

We are engaged listeners, astute observers and insightful interpreters. We dig deep beneath the surface - asking engaging questions and immersing ourselves in your culture to understand your objectives. We believe that through this detailed knowledge comes the most intelligent solutions and inspired outcomes.

WE ENGAGE

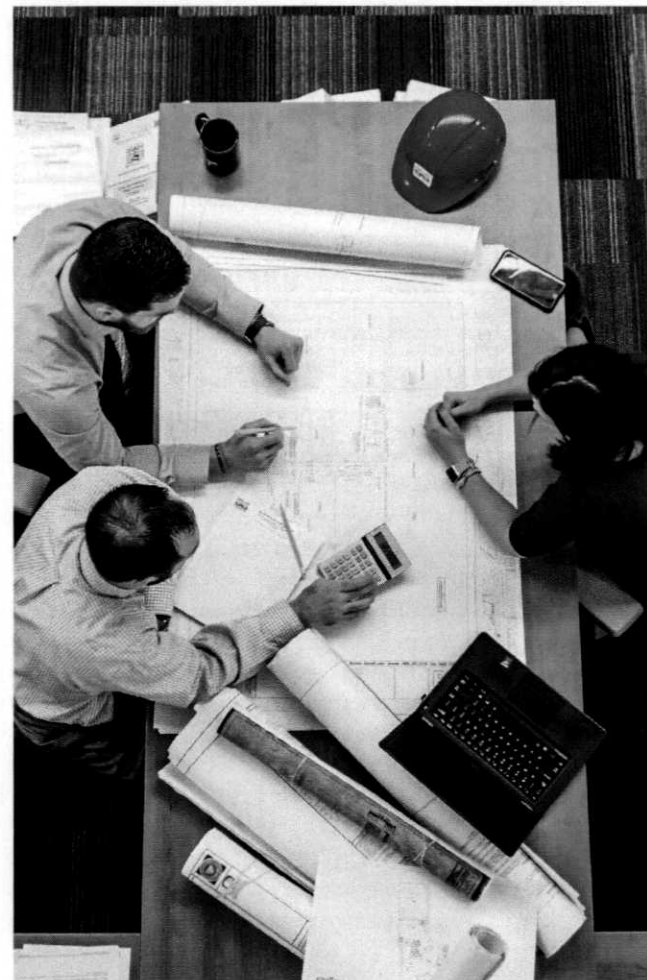
Every project has gray areas that need clarity.

- Needs vs. wants.
- Aspirations vs. budget reality.
- Aesthetics vs. practicality.

Ethos Workshop Architects leverages our vast experience to help navigate these variables and determine how to conceive custom architectural solutions that optimize your strategic and financial objectives.

WE ELEVATE

We blend insightful space planning with inspired artistic sensibility to design exceptional and often unexpected solutions. Bringing out your project's greatest potential and delivering more than what we promise is what we strive for every day at Ethos Workshop.





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Approach

We approach each project with a curious and determined mindset. Our curiosity allows us to imagine and explore many possibilities, while our determination provides a stable framework in which the project is executed. Generally, our work proceeds in a linear manner through six project phases as described herein.



A. Project Programming

During this phase we meet with and engage various project stakeholders and end-users in conversations to discover and determine all project goals, needs, constraints and opportunities.

B. Schematic Design

Schematic Design provides initial design options that meet the program requirements. Realistic illustrations, renderings, and scaled plans result from this phase. These materials can be used for presentation, promotional and marketing activities, as well as to establish a viable construction cost budget from a qualified general contractor.

C. Design Development

Design Development builds upon the approved Schematic Design outcome with the selection and definition of specific systems, materials, and elements within the project. Design Development plans may be used to update the construction cost budget.

D. Construction Documents

Construction Documents are the final prepared, fully detailed Plans and Specifications for the project. These documents are used to obtain all required building permits for the work, as well as for final competitive contractor / subcontractor bidding of the project.

E. Bidding and Permitting

During this phase we will assist the Library in obtaining qualified general contractor bids for the work and will provide assistance in obtaining appropriate building permits for the work.

F. Construction Administration

During this phase, the design team serves as the Library's representative and observer to ensure the project is completed in accordance with the plans and specifications.



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Scope of Services

For every project in our studio we assemble a team of experts across all disciplines necessary for the execution of the work. The needs of each project vary, but most are covered in the following disciplines which complement our own architectural services:

Civil Engineering
Landscape Design
Structural Engineering
Mechanical Engineering
Electrical Engineering
Plumbing Engineering
Fire Protection Engineering
Interior Design
Lighting Design
Security and Low-Voltage Engineering

It is our understanding that, for the purposes of this RFQ, the library is requesting qualifications to perform comprehensive architectural services, including planning, design, cost estimation, preparation of construction documents, reproduction costs, bidding (if required by law), bid and/or vendor evaluation, construction administration, and final inspection for the remodeling and redesign of two (2) single user toilet rooms.

Detailed Scope of Services includes, but is not limited to:

- In consultation with the Library Board and Administration, design the remodeling of the bathrooms.
- Provide cost estimates of the project.
- Provide the schematic and conceptual design for the remodel.
- Prepare the construction bid package in conformance with applicable requirements and supervise the construction bid advertising, tabulation, and award process, including preparing the advertisements for bid solicitation, conducting the pre-bid conference, bid opening, and evaluation of bids.
- Provide quality control to ensure the contractor and the subcontractors are providing materials, labor, and products consistent with what is identified in the design and specifications.
- Provide quality control to ensure compliance with technical specifications and conformance with codes and standards.
- Review and approve all contractor requests for payment within the approved budget and submit approved requests to the Library for payment processing, excluding change orders.
- Provide one set of, as built, reproducible plan drawings to the Library upon project completion.
- Conduct final inspection, testing, and approval of the completed project for acceptance, including successful completion of the punchlist.



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Example Projects

St. Charles Country Club Renovation

Brief Description of the Project and Date of Occupancy:

The remodeling of the St. Charles Country Club required extensive field measuring to produce construction documents for approximately 14,000 square feet of interior space. The scope included the remodeling of four (4) bathrooms with multiple fixtures in each one, moving the bar to a new location, and the refresh of multiple large rooms. The project involved close coordination with the interior designer, as well as the electrical, plumbing, mechanical, and commercial kitchen design teams. Demolition began in January 2025 and the club successfully reopened in time for its spring season in May 2025.

Actual Costs vs. Budgeted Costs:

The entire project cost was \$1,302,821.07. A budget was not provided by the Owner for this project.

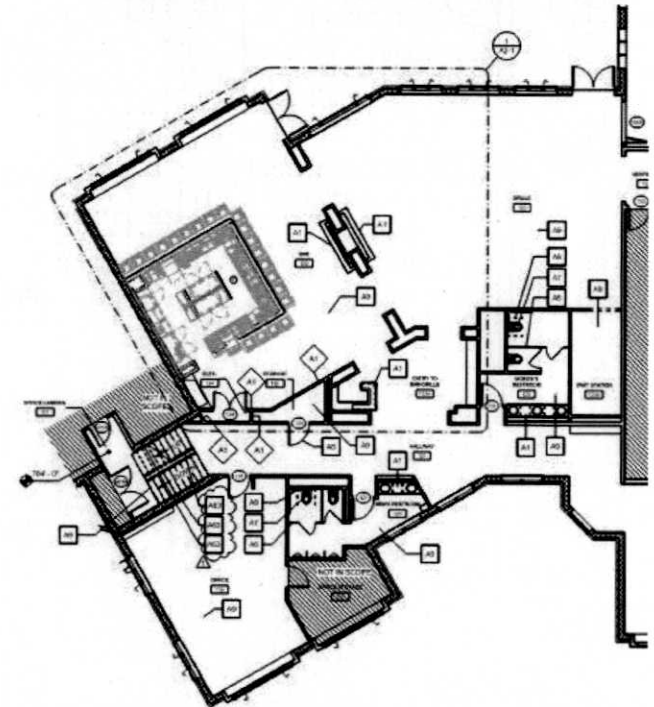
Client Contact:

Dustin Schmidt
General Manager
St. Charles Country Club
1250 Country Club Road
St. Charles, Illinois 60174
Phone: (630) 377-9000
Email: dschmidt@stcharlescc.com

before



after



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Example Projects

Spanish Community Center Interior Remodeling Project

Brief Description of the Project and Date of Occupancy:

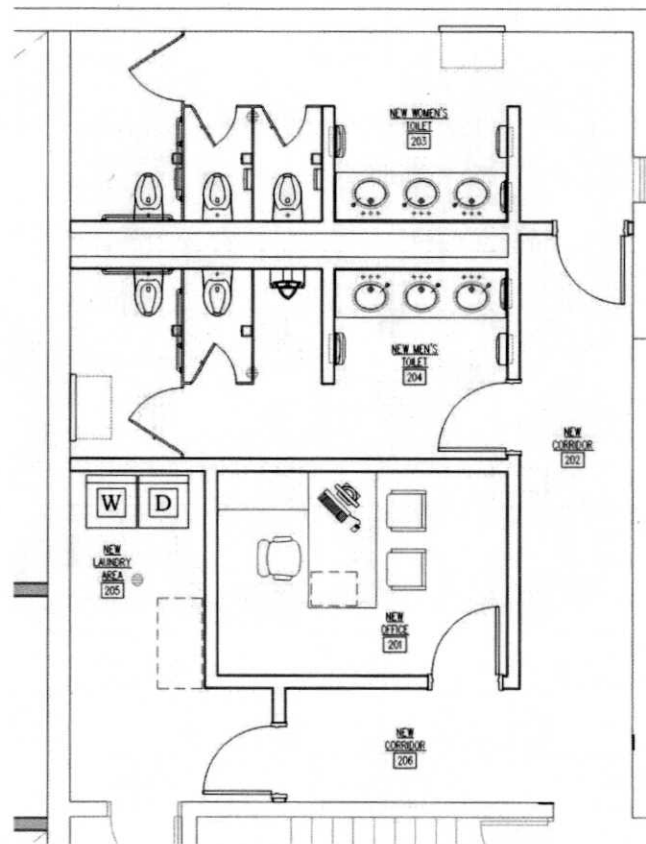
The project involved the remodeling of an existing food pantry room into two (2) new toilet rooms, a new laundry area and new office. The work was completed while the Owner remained in the building. The work was completed in May 2025.

Actual Costs vs. Budgeted Costs:

The entire project cost was \$271,090.00. A budget was not provided by the Owner for this project.

Client Contact:

Bill Bekker
Head of Maintenance
Spanish Community Center
309 N. Eastern Avenue
Joliet, Illinois 60432
Phone: (815) 414-0718
Email: bbekker730@gmail.com



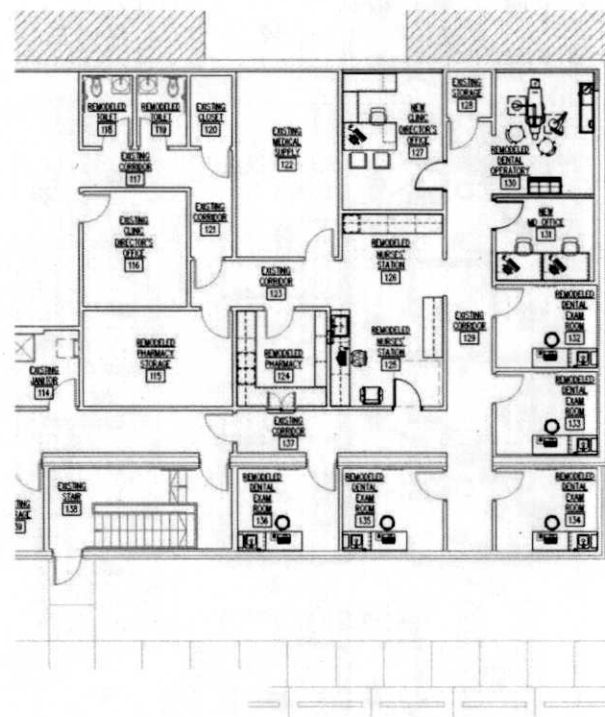


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Ms. Shawn Marconi, MBA
Executive Director
Will-Grundy Medical Clinic
213 E. Cass Street
Joliet, Illinois 60432
Office: (815) 726-3377
Direct: 815-726-5112
Mobile: (312) 388-2429
swest@wgmedclinic.org





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Example Projects

The Wright Center for Women's Health Interior Remodeling

Brief Description of the Project and Date of Occupancy:

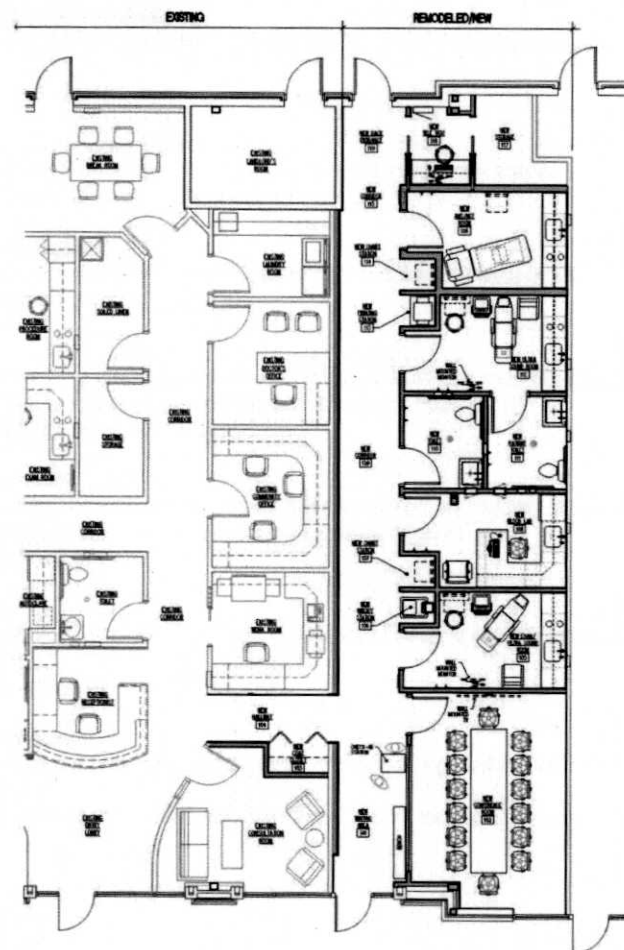
The project involved the buildout of a new interior space adjacent to the existing medical office. The scope of work included two (2) new toilet rooms, conference room, blood lab, ultrasound room, ANS/NST (diagnostic) room, tele visit office, etc.

Actual Costs vs. Budgeted Costs:

The entire project cost was \$426,116.88. A budget was not provided by the Owner for this project.

Client Contact:

Dr. Kimberly E. Wright MD FACOG
Visionary/Interim Integrator
The Wright Center for Women's Health
1763 Freedom Drive, Suite 117
Naperville, Illinois 60563
Main: (630) 687-9595
Email: kim@thewrightobgyn.com





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Work for STPL

Shorewood-Troy Public Library – Bid Package No. 2 – Replace Existing Flooring and Base

Brief Description of the Project and Date of Occupancy: This project involved the replacement of the majority of the first level floor finishes and base.

Cost: The contract for the work was awarded to Diversify in the amount of \$93,210.00.

Shorewood-Troy Public Library – Bid Package No. 3 – Painting of the Walls, Doors and Frames

Brief Description of the Project and Date of Occupancy: This project involved the painting of the first floor walls, doors and frames.

Cost: The contract for the work was awarded to Smith Painting Services in the amount of \$15,400.00.

Shorewood-Troy Public Library – Bid Package No. 4 – New Power and Data Outlets

Brief Description of the Project and Date of Occupancy: This project involved adding new in-floor power receptacles and data outlets.

Cost: The contract for the work was awarded to TIMM Electric, Inc. in the amount of \$27,335.00.

Shorewood-Troy Public Library – Exterior Steel Repair and Repainting

Brief Description of the Project and Date of Occupancy: This project involved the stripping of the existing steel lintels, columns, beams, light poles and associated components and the application of new rust inhibiting primer and high performance exterior coating.

Cost: The contract for the work was awarded to Smith Painting Services in the amount of \$13,500.00.

Shorewood-Troy Public Library – Exterior Backer Rod and Sealant Replacement

Brief Description of the Project and Date of Occupancy: This project involved the removal of the existing backer rod and sealant at exterior locations, cleaning of the joints, and installation of new continuous backer rod and color matched exterior sealant (caulk).

Cost: The contract for the work was awarded to IWS, Inc. in the amount of \$10,000.00.

Shorewood-Troy Public Library – Exterior Door and Frame Replacements

Brief Description of the Project and Date of Occupancy: This project involved the removal and replacement of several exterior doors and frames as well as providing new door hardware.

Cost: The contract for the work was awarded to Wunderlich Doors, Inc. in the amount of \$15,408.82.

Shorewood-Troy Public Library – New Parking Lot and Existing Parking Lot Repair

Brief Description of the Project and Date of Occupancy: This project included a new parking lot, repair of the existing parking lot, new site lighting and landscaping.

Cost: The contract for the work was awarded to Concord Excavating Enterprises, Inc. / Old Veteran Construction, Inc. (joint venture) in the amount of \$427,796.84.

Client Contact:

Jennie Mills
Library Director
Shorewood-Troy Public Library
650 Deerwood Drive
Shorewood, Illinois 60404
Phone: (815) 725-1715
Email: jmills@shorewoodtroylibrary.org



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Experience

Van Buren Place
Naperville, Illinois
New, 3-story, 24,000 sf commercial retail facility in downtown Naperville

Little Home Church by the Wayside
Wayne, Illinois
New 2,003 s.f. Community House

Grace Church
Wheeling, Illinois
New, 60,000 sf church (worship center, gymnasium, classrooms)

Senior Services of Will County | Ovation Center
Joliet and Romeoville, Illinois
Conversion of 125,479 s.f. Existing Target Store into a New Senior Services Facility

Joliet Regional Port District | Lewis University Airport
Romeoville, Illinois
Toilet Room Remodeling Project for the Lewis University Airport

Romeoville American Legion Post 52
Romeoville, Illinois
Pre-Design Services for a New American Legion Facility

JULIE, Inc. | Illinois One-Call
Joliet, Illinois
Building Addition and Remodeling
Kitchen Remodeling
Roofing and Exterior Improvements and Repairs

G.W. Buck Boys & Girls Club of Joliet
Joliet, Illinois
Multipurpose Room Remodeling
New Front Entry Remodeling
New Pool Area Remodeling (currently being designed)
Masonry Repairs and Tuckpointing (currently being designed)

MorningStar Mission
Joliet, Illinois
Pre-Design and Schematic Design Services for the Conversion of an existing YMCA

Rialto Square Theatre
Joliet, Illinois
New Exterior Mural
Building Committee Member (Bret Mitchell)

Will-Grundy Medical Center
Joliet, Illinois
Remodeling of the Existing 6,543 s.f. Medical Facility

Lightways (Formerly Joliet Area Community Hospice)
Joliet, Illinois
New 9,357 s.f. Addition to and 19,857 s.f. Remodeling of the Existing Hospice Care Facility

United Way of Will County
Joliet, Illinois
New 2,800 s.f. Interior Buildout in the New Ovation Center

Friends Over 50
Joliet, Illinois
New 1,234 s.f. Interior Buildout in the New Ovation Center

Peace of Mind Therapy
Joliet, Illinois
New 904 s.f. Interior Buildout in the New Ovation Center

Elevate Private Wealth Management
Joliet, Illinois
New 2,800 s.f. Interior Buildout in the Lincolnshire Business Center

Our Lady of Mt. Carmel Church
Joliet, Illinois
Pre-Design Services for a New Addition to and Remodeling of the Existing Facility

Silver Cross Hospital
Romeoville and New Lenox, Illinois
Design of a New 4,800 s.f. New Medical Office Interior Buildout
New 2,370 s.f. Imaging Suite New Medical Office Interior Buildout

Grundy County Special Education Cooperative
Morris, Illinois
New 1,933 s.f. Interior Buildout

Joliet Montessori School
Joliet, Illinois
Pre-Design Services for an Addition to and Remodeling of their Existing Facility

Crossroads Christian Church
Joliet, Illinois
Conversion of Existing Grocery Store (Dominick's) into a New 37,265 s.f. Contemporary Church



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Testimonials

"This is our second build out experience with Bret and I want to build another massive structure just so that I can work with Bret again. There's nothing like being able to have a peace of mind and know your project is being well taken care of."

Dr. Kimberly Wright
Wright Center for Women's Health
Naperville, Illinois

"The Shorewood-Troy Library has worked with Ethos Workshop, Ltd for several years. Bret Mitchell, our lead architect, holds our hand all the way - from the initial planning stages of a new project, to working with us as we obtain funding, through the bidding process of a public works project, to final completion - Bret is with us every step. Bret and the team at Ethos make my job easier, and they help my Board save our taxpayers money and make our spaces more user-friendly and inviting."

Jennie Mills
Shorewood-Troy Library
Shorewood, Illinois

"Ethos Workshop provides our company, and our clients, with the most creative conceptual plans in the industry. As they continue to develop complete plans for projects, they provide the best details and we know that we will receive the most complete scope of work from their office. Their staff always maintains a highly professional attitude and a common sense approach. They are enjoyable to work with, very flexible and always provide their best work under tight time constraints. They are the one architectural firm that we recommend to clients, and colleagues, and always know that we can count on them delivering an absolutely solid performance."

Rich Berti
President, R. Berti Building Solutions
Joliet, Illinois