

RFQ 3075-17



Professional Architectural and Engineering Services for City of Venice Public Safety Facility



Architects Design Group
Winter Park, FL · Dallas, TX
in association with
FleischmanGarcia
Sarasota, FL



LETTER OF INTEREST



December 15, 2017

Procurement - Finance Department
City of Venice
401 W. Venice Ave, Room #204
Venice, FL 34285

RE: RFQ # 3075-17 | Professional Architectural and Engineering Services for City of Venice Public Safety Facility

Dear Selection Committee Members:

Architects Design Group (ADG) is pleased to submit this Request for Qualifications for the Venice Public Safety Facility project. As a point of introduction, ADG is a nationally-recognized firm that specializes in spatial needs assessments, master planning, and design of police and combined public safety buildings across Florida and the United States. In response to your request, we offer a local design team that has the capability, expertise, and disciplines required for this contract. With our previous experience working on this project, we provide the city a team who can “hit the ground running” to accomplish services quickly and efficiently. Because this is such a specialized facility, experience is invaluable and quickly discernible. Our team’s knowledgeable professionals and extensive experience with municipalities will be presented in this submittal and will illustrate our unique qualifications for this project.

Experts in Designing Combined Public Safety Facilities

The proposed new facility seeks to enhance coordination among the public safety agencies. Co-locating departments offers multiple cost effective solutions for the city. These functions require secure storm-hardened envelopes. As public safety planners and architects, we emphasize the need to provide facilities with the capability of accommodating emerging and future technology in a cost-effective manner. It is critical to document infrastructure requirements because our experience suggests that new and emerging technology will assist in improving the efficiency in the public safety systems. Joint public safety departments also share a need for redundant, 100% continuously operating environmental systems in case of a utility network shutdown or failure. Although the energy demand and size of the networks are determined by each discrete function, utility access and distribution costs will be cost effectively shared. Understanding the tools of design for enhanced secure facilities (passive and active) allows opportunities for community use without compromising proper safeguards.

Engaging City Staff

ADG has developed an expansive plan to involve stakeholders throughout the duration of the project. Our approach to design starts with our interactive method of designing known as our “Participatory Design Approach.” The Participatory Design Approach is a learning process for the client and design team involving the exchange of ideas, information, and meaningful input from the users of the facility. It begins with the design proposal and evolves throughout the life of the project. All key personnel on this team have experience with this method of communication and staff involvement.

Conclusion

With the ADG Team, you get a 46 year old firm with 30 employees whose sole focus has been on the design of police and combined public safety facilities for the last 25 years. We believe the combination of our primary design focus, a respected local architectural firm, as well as our extensive list of experience for municipalities, uniquely qualify us to work with the city on this important project. We appreciate the opportunity to submit this RFQ response and hope to have the opportunity to present our qualifications in person to the City of Venice. If selected, our team is prepared to start this project immediately after contract execution.

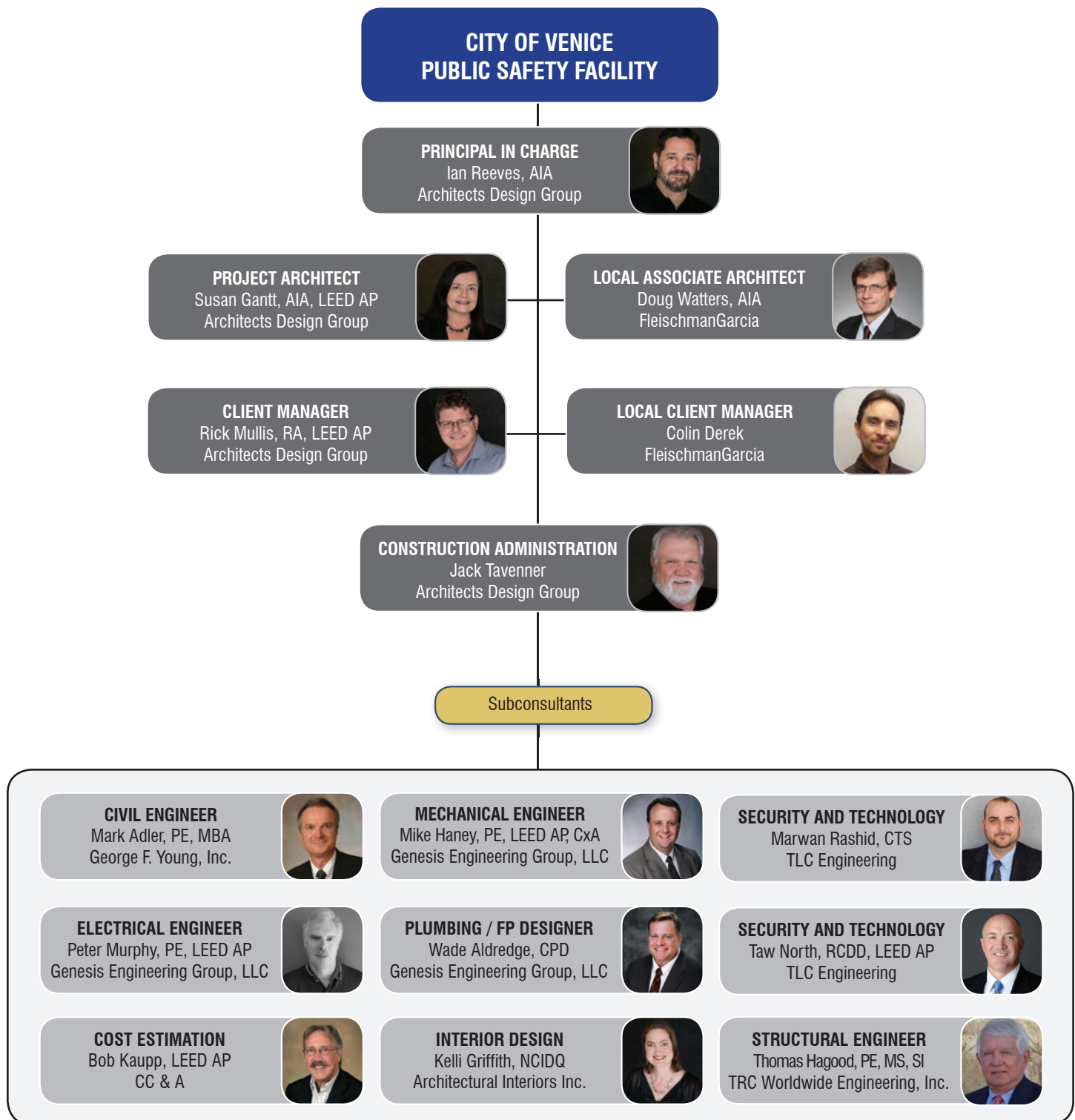
Sincerely,

Ian Reeves, AIA
President / Architects Design Group
407.647.1706 / marketing@adgusa.org



PROJECT TEAM'S QUALIFICATIONS AND KEY PERSONNEL EXPERIENCE

ORGANIZATIONAL CHART



PRINCIPAL IN CHARGE

IAN REEVES, AIA / ARCHITECTS DESIGN GROUP



Served in a Similar Role on the Following Projects:

Sarasota Police Headquarters
Sarasota, FL

Clermont Police Headquarters
Clermont, FL

Dover Police Headquarters
Dover, NH

Manchester Police Headquarters
Manchester, NH

Johnston Public Safety Facility
Johnston, IA

Wells Public Safety Facility
Wells, ME

Georgetown Public Safety
Operations and Training Facility
Georgetown, TX

Belton Police Headquarters
Belton, TX

Orlando Police Headquarters
Orlando, FL

Cape Coral Police Headquarters
Cape Coral, FL

Sunrise Public Safety Facility
Sunrise, FL

Winter Park Public Safety Facility
Winter Park, FL

Ian serving as the Principal In Charge, will oversee the entire project from early planning activities through design, construction and project close-out. He works closely with Susan, ADG's Project Architect, Rick, ADG's Client Manager, and the City to establish project objectives and high quality standards. He directs integration of the entire ADG project team to establish and monitor performance objectives for the project. He is the point of contact for resolution of project issues related to contracts, schedules and overall performance throughout the entirety of the project.

Education:

Bachelor of Arts in Architecture, University of New Mexico
Master of Architecture, University of Florida

Registered Architect in:

Florida, Alabama, Colorado, Georgia, Illinois, Indiana, Louisiana, Massachusetts, Missouri, New Jersey, New York, Ohio, Oklahoma, Rhode Island, South Carolina, Tennessee, Texas, Utah, Virginia, and Wisconsin; National Council of Architectural Registration Boards (NCARB)

Experience:

Ian Reeves, AIA, ICA, IALEP is President of ADG and has been with the firm for over 20 years. He has been involved in the planning and design of numerous law enforcement, training, and public safety facilities. He participates in all phases of architecture providing oversight for programming, design, and construction administration. He is an expert in both CPTED and CALEA Design Standards and has assisted many police departments in obtaining this important accreditation through facility design. Mr. Reeves will be involved throughout the entire project and will lead in implementing the project's scope and goals. Additionally, Mr. Reeves works very closely with the client ensuring that the "Participatory Planning Process" that ADG utilizes results in a product that exemplifies design excellence while exceeding all program requirements.

Mr. Reeves also assists in ADG's grant writing services by helping clients with effectively utilizing grant resources and efficiently obtaining funding for their projects. He has been successful in helping our clients receive millions of dollars in funding, through local, state, and federal grants, FEMA Hazardous Mitigation Grant Program (HMGP), bond issues, reallocation of revenue funds and other innovative methodologies including \$1,001,305 in funding for the Sanford, FL Public Safety Facility.

Professional Associations:

Florida Police Chiefs Association
International Association of Chiefs of Police
International Association of Law Enforcement Planners
International CPTED Association
American Institute of Architects

Primary Work Location:

Winter Park, FL

PROJECT ARCHITECT

SUSAN GANTT, AIA, LEED AP / ARCHITECTS DESIGN GROUP



Served in a Similar Role on the Following Projects:

Sarasota County Public Safety Building
Sarasota, FL

Highlands County Sheriff's and Evidence Complex
Sebring, FL

Wildwood Police Headquarters
Wildwood, FL

Hillsborough Public Safety Complex
Tampa, FL

Sunrise Public Safety Complex
Sunrise, FL

Cobb County Public Safety Training Facility
Cobb County, GA

Columbia Police Headquarters
Columbia, SC

Boone County EOC
Columbia, MO

St. Charles County EOC and Police Evidence Facility
St. Charles, MO

Susan serving as the Project Architect will utilize her experience and will work with the Principal in Charge to lead the ADG project team in all phases of project development, including the needs assessment, planning and design for the project. Susan will serve as the daily point of contact for the City and project team. She will coordinate all project activities; including adherence to schedule, and budget requirements. She will be active throughout the entire project.

Education:

Bachelor in Architecture, Virginia Polytechnic Institute and State University

Registered Architect in:

Florida

Registered General Contractor in: Florida
LEED AP

Experience:

As the Director of the Design Studio responsible for numerous projects, Susan will serve as the Project Architect for this project. She has completed numerous projects for government entities including programming, site analysis, and the design of law enforcement, public safety, and emergency operations center facilities. With her direct experience on many law enforcement facilities, she is knowledgeable in both CPTED and CALEA Design Standards. Additionally, Susan is also a certified instructor by the National Disaster Preparedness Center on FEMA building standards. Her knowledge of the latest trends in hardened facilities will be invaluable.

Susan understands that a successful project is one that meets the needs of the users of the facility and does so while adhering to the client's budget parameters. Cost coordination and stakeholder requirements are incorporated and issues resolved early in the process. The process has been continually refined with lessons learned from similar building types she has completed. Susan brings to the project her recent experience working on 15 projects over the last five years that involved public safety and municipal entities.

Professional Associations:

American Institute of Architects (AIA)

Association of Public Safety and Communications Officers (APCO)

Primary Work Location:

Winter Park, FL

CLIENT MANAGER

RICK MULLIS, RA, LEED AP / ARCHITECTS DESIGN GROUP



Served in a Similar Role on the Following Projects:

Sarasota County Public Safety Building
Sarasota, FL

Clermont Police Headquarters
Clermont, FL

Orlando Police Headquarters
Orlando, FL

Orlando Police Department Crime Scene Facility
Orlando, FL

Miramar Public Safety Facility
Miramar, FL

Miramar Crime Scene Building
Miramar, FL

Highlands County Sheriff's Office
Sebring, FL

Indian River County Sheriff's Office Crime Scene Building
Vero Beach, FL

Georgetown Public Safety Operations and Training Complex
Georgetown, FL

Greene County Public Safety Coordination Center
Springfield, MO

For this project, Rick will serve as the Project Manager. He will assist Ian and Susan with all phases of project development, starting with planning and through design of the project. He will facilitate all daily communications with the City and project team. During Bidding and Construction activities, he monitors the CMAR requests for additional information and resolves construction issues. He will be active throughout the entire project.

Education:

Bachelor of Science in Architectural Studies, Florida A&M University
Master of Architecture, University of Florida

Registered Architect in:

Registered Architect in: Florida
LEED AP

Experience:

With over 18 years of experience, Rick is a highly creative and responsible architect with well-rounded experience in design and production through construction on multiple project types including municipal, governmental and public safety. Rick's experience includes drafting, research, coordination, project budgets, proposals and construction administration. In addition, Mr. Mullis holds a certified building contractor's license and is a LEED accredited professional.

Rick served in a similar role on the 100,000 SF, \$32,000,000 Orlando Police Headquarters and Crime Scene Facility project. Additionally, he recently completed the successful Indian River County Sheriff's Office Crime Scene Building project and is working on the City of Miramar's Public Safety Facility. With his specialized experience, Rick is knowledgeable in CALEA, IAPE, and CPTED Design Standards.

Primary Work Location:

Winter Park, FL

CONSTRUCTION ADMINISTRATION

JACK TAVENNER / ARCHITECTS DESIGN GROUP



Served in a Similar Role on the Following Projects:

Sarasota Police Department
Headquarters
Sarasota, Florida

Cape Coral Police Department
Cape Coral, Florida

Osceola County Joint
Communications/ EOC
Kissimmee, Florida

Clay County Emergency
Services Complex
Green Cove Springs, Florida

Okeechobee County Emergency
Communications and Operations
Center
Okeechobee, Florida

Palm Coast Fire Stations
Palm Coast, Florida

Osceola County Fire Stations
Osceola County, Florida

Orange County Sheriff's Sector II
Building
Orlando, Florida

Lake County Emergency
Operations Center
Tavares, Florida

Jack will serve as the Construction Administrator for the ADG Team. He will act as a liaison between the design team, the CMAR and the City to ensure that the work is being constructed according to the contract and design documents. He will coordinate all administrative tasks, including response to RFI's and submittals with the design team.

Education:

Associates Degree in Business, Ben Franklin University

Experience:

Mr. Tavenner is the Director of Construction Administration for Architects Design Group. He acts as a liaison between the design team, the construction manager, the contractor, and the owner to ensure that the work is being constructed according to the contract documents.

He has more than 40 years experience in construction serving as a Superintendent, Project Manager, and Owner's Representative on projects including schools, municipal buildings, hotels, stadiums, arenas and theme parks. More than 35 years of his experience is working in Florida. His area of expertise is in Construction Quality Control and subcontractor management. His experience includes all facets of the construction process, which greatly assists our clients in experiencing successful, timely and cost effective projects.

Primary Work Location:

Winter Park, FL

Architects Design Group



ASSOCIATE ARCHITECT

DOUG WATTERS, AIA / FLEISCHMANGARCIA



Served in a Similar Role on the Following Projects:

Sarasota County Public Safety Facility (with ADG)
Sarasota, FL

Manatee County Blackstone Park Concession Building
Palmetto, FL

Ann Dever Memorial Regional Park Recreation Center
Englewood, FL

Out-of-door Academy
Sarasota, FL

As the Associate Architect, will take Doug a hands-on approach to assisting ADG with the design tasks. He will take personal responsibility for this project. He will assist in the quality control process through all project phases. Utilizing his/her experience, Doug will assist ADG and Colin with the management of the project budget and schedule. Doug will be active throughout the entire project.

Education:

Bachelor of Architecture, Illinois Institute of Technology

Registered Architect in:

Florida

Experience:

Mr. Watters joined the FleischmanGarcia Sarasota location as a Project Manager and brings over 25 years experience in the field of architecture. His duties include architectural drafting, schematic design, design development, field verification and construction documents, project management and coordination, and construction administration. Doug has experience in a wide range of building types from various types of municipal facilities to high rise office buildings.

Professional Associations:

American Institute of Architects

Primary Work Location:

Sarasota, FL

ASSOCIATE CLIENT MANAGER

COLIN DEREK / FLIESCHMANGARCIA



Served in a Similar Role on the Following Projects:

Sarasota County Public Safety Building (with ADG)
Sarasota, FL

Manatee County Blackstone Park Baseball Concession Building
Palmetto, FL

IRISS, Inc.
Manatee County, FL

METI - Medical Education Technologies, Inc.
Sarasota, FL

Colin will act as the Associate Client Manager, bringing his experience and understanding of issues impacting Venice and the area surrounding the site for this project. He will work with Rick Mullis of ADG on the coordination of subconsultants, needs assessment study, site analysis, design, coordination with the local permitting agencies and construction administration tasks.

Education:

Bachelor of Architect, Kent State University

Experience:


Colin serves FleischmanGarcia's Sarasota office as a Graduate Design Professional and brings over 20 years experience in the field of architecture. His duties include schematic design, design development, field verification and construction documents, project management and coordination, and construction administration. Colin has experience in municipal facilities, educational facilities, commercial use facilities, faith-based facilities and custom homes.

Primary Work Location:



Sarasota, FL

REGISTRATIONS AND CERTIFICATIONS

FleischmanGarcia

STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION BOARD OF ARCHITECTURE & INTERIOR DESIGN	
LICENSE NUMBER	
AAC000123	
The ARCHITECT CORPORATION Named below IS CERTIFIED Under the provisions of Chapter 461 FS. Expiration date: FEB 28, 2019	
FLEISCHMAN AND GARCIA & PLANNERS, AIA, PA FLEISCHMAN GARCIA ARCHITECTURE 324 S HYDE PARK AVENUE SUITE 300 TAMPA FL 33606	
	
ISSUED: 02/29/2017	DISPLAY AS REQUIRED BY LAW
SEQ # L170220000972	

Doug Watters, AIA

STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION BOARD OF ARCHITECTURE & INTERIOR DESIGN	
LICENSE NUMBER	
ARD012039	
The ARCHITECT Named below IS LICENSED Under the provisions of Chapter 461 FS. Expiration date: FEB 28, 2019	
WATTERS, DOUGLAS J PO BOX 20432 SARASOTA FL 342763432	
	
	

MECHANICAL ENGINEER

MIKE HANEY, PE, LEED AP, CxA / GENESIS ENGINEERING GROUP, LLC



Served in a Similar Role on the Following Projects:

Sarasota County Sheriff's Office
Sarasota, FL

Sarasota Emergency Operations
Center
Sarasota, FL

Pinellas County Jail Expansion
Pinellas County, FL

Volusia County Judicial Facility
Volusia County, FL

Oldsmar Emergency Operations
Center
Oldsmar, FL

Mike's duties will include design and analysis of HVAC systems, code review, cooling/heating load calculations, equipment selection, and specifications for the building. He will also design the building's plumbing and fire protection systems.

Education:

Bachelor of Science Mechanical Engineering, University of Maryland

Registered Engineer in:

Florida and 6 other states

National Council of Examiners for Engineering and Surveying (NCEES)

AABC Certified Commissioning Agent

LEED AP

Experience:

Mr. Haney brings 24 years of experience in all phases of engineering analysis and design for mechanical, electrical, plumbing and fire protection systems for a wide variety of building types. Mike excels in all aspects of inter disciplinary project development and management including scope of work development, facility survey/inspections, design, cost estimating, coordination, construction administration and project quality/budget control. He has worked on a broad range of projects types including commercial, corrections, municipal, parks & recreation, multi-family/mixed use, residential, aviation, transportation, healthcare, industrial, primary and higher education, hospitality and physical sciences. Mike also has significant prime project management experience and leads the energy services efforts for Genesis which includes performance contracting, energy audits/modeling, LEED facilitation, control system integration and commissioning. Mike has significant construction experience and is equally comfortable working with construction managers (CM), design builders, owner direct hire and low bid contractors. Mike has worked on dozens of LEED certified projects including the first project to be certified in the Dominican Republic and he's the engineer responsible for one of the largest geothermal water source heat pump systems in southeast United States.

Professional Associations:

American Society of Heating, Refrigeration and Air Conditioning Engineers

United States Green Building Council

AABC Commissioning Group

Primary Work Location:

Sarasota, FL

ELECTRICAL ENGINEER

PETER MURPHY, PE, LEED AP / GENESIS ENGINEERING GROUP, LLC



Served in a Similar Role on the Following Projects:

Sarasota County Sheriff's Office
Sarasota, FL

Sarasota Emergency Operations
Center
Sarasota, FL

Pinellas County Jail Expansion
Pinellas County, FL

Volusia County Judicial Facility
Volusia County, FL

Oldsmar Emergency Operations
Center
Oldsmar, FL

Peter will serve as lead electrical engineer with expertise in the areas of lighting, power, fire alarm systems, and electrical system support for technology systems. He will be responsible for all aspects of electrical system design and load calculations including preparation of design documents for interior lighting, power distribution, telephone, and data raceway systems.

Education:

Bachelor of Science in Electrical Engineering, New Jersey Institute of Technology
Masters of Business Administration, Bay Path University

Registered Engineer in:

Florida and 19 other states
National Council of Examiners for Engineering and Surveying
LEED AP

Experience:

Mr. Murphy brings over 25 years of electrical engineering experience for a variety of project types including corrections, multi-family, mixed-use, hospitality, municipal, industrial, education, healthcare and retail. Peter divides his time between the Florida and Texas offices for Genesis and shares responsibility for managing the electrical discipline company wide. Peter has extensive experience with electrical engineering requirements for all phases of design and construction including scope development, project management, lighting and power design, utility service coordination, fault current analysis, arc flash studies and coordination with other project disciplines including mechanical designers, plumbing designers, architects and project interior designers. Peter has significant experience with the various types of project delivery including hard bid, design build and CM. Peter is also responsible for mentoring junior staff and is additionally responsible for developing the quality control standards for the electrical discipline company-wide.

Primary Work Location:

Sarasota, FL

PLUMBING/FIRE PROTECTION DESIGNER

WADE ALDREDGE, CPD / GENESIS ENGINEERING GROUP, LLC



Served in a Similar Role on the Following Projects:

Sarasota County Sheriff's Office
Sarasota, FL

Sarasota Emergency Operations
Center
Sarasota, FL

Pinellas County Jail Expansion
Pinellas County, FL

Volusia County Judicial Facility
Volusia County, FL

Oldsmar Emergency Operations
Center
Oldsmar, FL

Wade will be responsible for the Plumbing/Fire Protection Design services. His duties will include design and analysis of plumbing system requirements consisting of sanitary waste/vent piping systems, domestic cold/hot water distribution systems and piping; including code review, equipment selection and specifications for the project. Wade will also design all of the facility's fire protection systems.

Education:

Small Business Development and Management, Clayton State University

Registered Engineer in:

American Society of Plumbing Engineers (ASPE) CPD Certification

Experience:

Mr. Aldredge brings over 25 years of experience in the construction and design of plumbing and fire protection systems for a wide variety of project types. His experience also includes several years of direct project management responsibilities in the consulting industry. Wade has successfully completed designs for project types in both the private and government sectors including healthcare, hospitality, multi-family/mixed use, correctional and judicial facilities, aviation, museums, primary and higher education, industrial, retail, restaurants, office buildings, distribution facilities, etc. His project experience includes low, mid and high rise facilities and multiple LEED certified buildings. Wade brings significant prime project management experience to the team and is in charge of the daily production activities for the Genesis Sarasota office. His extensive knowledge of the various types of project delivery methods allows for flexibility with design modifications throughout the design phase and the agility to adapt to the ever changing needs of the construction market. Wade also brings significant design experience with fire protection systems and is currently seeking NICET certification in fire sprinkler design.

Professional Associations:

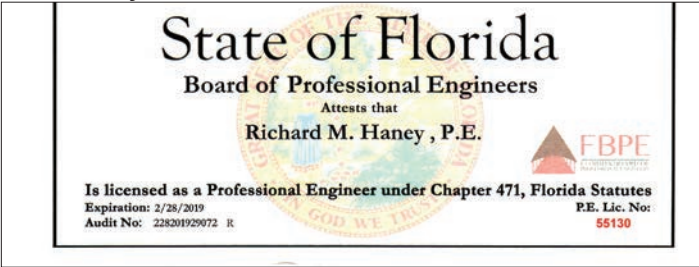
American Society of Plumbing Engineers (ASPE)

Primary Work Location:

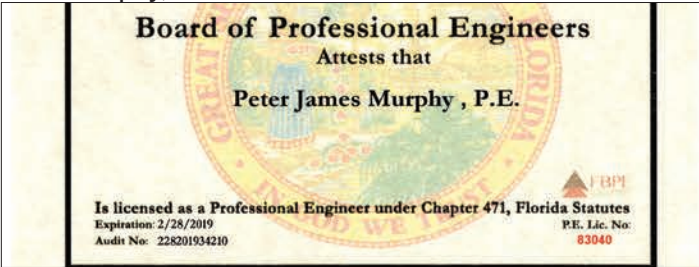
Sarasota, FL

REGISTRATIONS AND CERTIFICATIONS

Mike Haney, PE, LEED AP, CxA



Peter Murphy, PE



CIVIL ENGINEER

MARK ADLER, PE, MBA / GEORGE F. YOUNG, INC.



Served in a Similar Role on the Following Projects:

Sarasota Police Headquarters
(with ADG)
Sarasota, FL

Sarasota Warm Mineral Spring
Visioning
North Port, FL

Sarasota County Wilkinson Road
Sidewalk Improvements
Sarasota County, FL

Sarasota Siesta Drive Drainage
Improvements
Sarasota, FL

1st Street Water Main at the VUE
Condominium / Westin Hotel
Sarasota, FL

Cottages of Curry Creek Lift
Station and Off-site Force Main
Sarasota County, FL

Mark will be responsible for overseeing all site design activities for the new public safety facility. He will complete all civil engineering tasks; specifically, he will prepare and coordinate all grading, drainage, and site utility aspects of the project. He will also coordinate the site permitting process of all governing boards needed.

Education:

Bachelor of Civil Engineering, Cleveland State University
Master of Business Administration, University of South Florida

Registered Engineer in:

Florida and Ohio

Experience:

Mark A. Adler, PE, joined George F. Young, Inc. in 1986 and currently is Senior Vice President of Engineering and is responsible for the Engineering Business Unit of the Company and project management of land development and transportation projects. His background includes paving, grading, stormwater, water, sewer and reclaimed water utilities project management, design, permitting and construction administration for commercial, residential and institutional land development projects, roadway and sidewalk projects and utilities projects. He also has sanitary sewer rehabilitation and hazardous waste site closure experience.

Professional Associations:

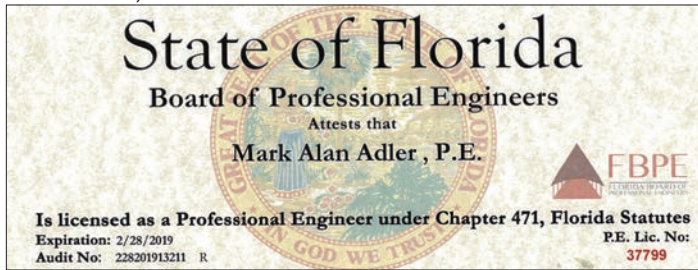
American Society of Civil Engineers (ASCE)
Florida Institute of Consulting Engineers (FICE)

Primary Work Location:

St. Petersburg, FL

REGISTRATIONS AND CERTIFICATIONS

Mark Adler, PE



STRUCTURAL ENGINEER

THOMAS “TOMMY” HAGOOD, PE, MS, SI / TRC WORLDWIDE ENGINEERING, INC.



Served in a Similar Role on the Following Projects:

Sarasota Police Headquarters
(with ADG)
Sarasota, FL

Sarasota County Public Safety
Building (with ADG)
Sarasota, FL

Highlands County Sheriff's Office
Administration Building (with
ADG)
Sebring, FL

Sarasota City-wide Seawall and
Building Structural Engineering
Services
Sarasota, FL

Manatee Players Performing Arts
Center
Manatee, FL

Sarasota Fire Stations Nos. 11,
12, 14, 16, 17
Sarasota, FL

Tommy will serve as Structural Engineer for this project. He will be responsible for all aspects of structural engineering, including analysis, design, investigation, inspection, construction document preparation, cost estimating, and oversight of structural related items.

Education:

Bachelor of Science, University of Alabama
Master of Science, Vanderbilt University

Registered Engineer in:

Florida, Alabama, Georgia, Louisiana, Michigan, North Carolina, Ohio, Tennessee
Special Inspector of Threshold Buildings
Florida SI 1166

Experience:

As Principal for TRC Worldwide Engineering, Inc., Mr. Hagood has had a major role in the design, and restoration and renovation of numerous building types. He has extensive experience with building types that include high-rise, residential and office, parking garages, judicial, municipal, education, and hospitals. With more than 44 years' experience, he can effectively manage both small and large-scale projects while providing a high level of service to the client.

Tommy Hagood is responsible for managing design teams and project management for both public and private sector clients. Responsibilities include contract negotiations, analyzing work load and projecting manpower needs, development of plans and specifications, design team management, quality assurance, construction contract administration and project follow-through and coordination with all individuals involved in the successful completion of our projects

Professional Associations:

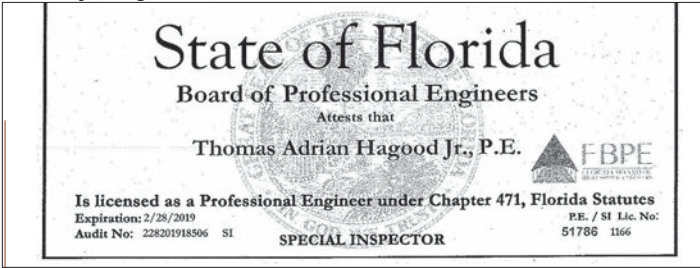
American Society of Civil Engineers
International Code Congress
National Society of Professional Engineers
The Masonry Society
American Concrete Institute
American Steel Construction Institute
Prestressed Concrete Institute
Society for Marketing Professional Services
Capstone Engineering Society, University of AL
University of Alabama School of Engineering - Honorary Fellow

Primary Work Location:

Sarasota, FL

REGISTRATIONS AND CERTIFICATIONS

Tommy Hagood, PE, MS, SI



SECURITY/TECHNOLOGY

TAW NORTH, RCDD, LEED AP / TLC ENGINEERING FOR ARCHITECTURE



Served in a Similar Role on the Following Projects:

Sarasota Police Headquarters
(with ADG)
Sarasota, FL

Highlands County Sheriff's Office
(with ADG)
Sebring, FL

Clermont Police Headquarters
(with ADG)
Clermont, FL

Sunrise Public Safety Complex
(with ADG)
Sunrise, FL

Boca Raton Police/Fire Training
Facilities (with ADG)
Boca Raton, FL

Boone County EOC (with ADG)
Columbia, MO

Washington County (WCCCA)
911 Center (with ADG)
Hillsboro, OR

Georgetown Public Safety
Operations and Training Facility
(with ADG)
Georgetown, TX

For this project, Taw will serve as the Security and Technology Consultant, working with Marwan to provide the design of the security, voice/data, and audio/visual systems. He is highly skilled in Public Safety technology due to his extensive years of experience designing the systems required for this specialized building type.

Education:

Bachelor of Science in Mechanical Engineering, West Point Preparatory

Registration:

RCDD, BICSI
LEED AP, GBCI

Experience:

Following 14 years of technology design experience, including telecommunications, security, access control systems and CCTV, Taw was named as Director of TLC's Technology Group. He has instructed BICSI accredited courses, authored various technical papers regarding cabling and served as a contributing author for a LAN design guide.

Professional Associations:

SAME, Member
FHEA, Member

Primary Work Location:

Orlando, FL

SECURITY/TECHNOLOGY

MARWAN RASHID, CTS / TLC ENGINEERING FOR ARCHITECTURE



Served in a Similar Role on the Following Projects:

Sarasota County Public Safety Building (with ADG)
Sarasota, FL

Clermont Police Headquarters (with ADG)
Clermont, FL

Orlando Police Headquarters (with ADG)
Orlando, FL

Georgetown Public Safety Operations and Training Center (with ADG)
Georgetown, FL

Belton Police Headquarters (with ADG)
Belton, TX

Sanford Public Safety Facility (with ADG)
Sanford, FL

Dover Police Headquarters (with ADG)
Dover, NH

Wylie Public Safety Facility (with ADG)
Wylie, TX

For this project, Marwan will work with Taw, providing the design of the security, voice/data, and audio/visual systems. Marwan has extensive experience working on Police and Public Safety facilities with ADG and is a critical member of the Security/Technology team.

Education:

Bachelor of Science in Electrical Engineering, University of South Florida

Registration:

Certified Technology Specialist (CTS)
Cert. #1327519

Experience:

Marwan is the Senior Project Manager for TLC's Communications & Technology Division. With 11 years of experience with combined public safety, law enforcement, and fire-rescue facilities, Marwan understands the unique needs of this project and will be a resource to the team for providing communications technology with flexibility and ease of use. Marwan has worked with ADG on many public safety projects over the last 10 years.

Technology is constantly changing in these critically important building systems and the division is well versed in the latest technologies and systems and help identify the most appropriate systems when planning for a new facility. Marwan is adept at using the latest computer-aided design and testing tools, producing cutting-edge designs that support the client's unique operations. Specialized systems include integrated CCTV and security access control, CAT6 or 6A with Multimode, and Single Mode fiber optics voice/video/data distribution, public address system, intercom, CATV coax broadband distribution, and audio/visual presentation systems. Marwan served in this same role on the highly successful Georgetown, TX Public Safety Complex project with ADG.

Professional Associations:

Member of BICSI
Member of Infocomm

Primary Work Location:

Orlando, FL

REGISTRATIONS AND CERTIFICATIONS

Marwan Rashid, CTS



Taw North, RCDD



Taw North, LEED AP



COST ESTIMATION

ROBERT “BOB” KAUPP, LEED AP / CC&A



Served in a Similar Role on the Following Projects:

Highlands County Sheriff's Office
(with ADG)
Sebring, FL

Cape Coral Police Headquarters
(with ADG)
Cape Coral, FL

Orange County Sheriff's Office
Sector II (with ADG)
Orlando, FL

Mount Dora Public Safety Facility
(with ADG)
Mount Dora, FL

Winter Haven Police Headquarters
(with ADG)
Winter Haven, FL

Auburndale Police Headquarters
(with ADG)
Auburndale, FL

Bob will serve as the Cost Estimator. Utilizing his years of experience with public safety and municipal facilities, he will assist the team in all aspects of cost estimating through the programming and design phases.

Education:

Bachelor of Science in Structural Engineering, Syracuse University

Registration:

LEED AP

Experience:

Robert Kaupp has over 30 years of diversified construction experience. Projects range from public safety to institutional to many types of renovation projects. He has served as Vice President, Chief Estimator and Project Manager for a number of Tampa Bay's contractors. Duties included conceptual estimating, hard bid estimates, value engineering analysis, project scheduling and on-site project management. As President of CC & A, he is currently providing cost estimates, construction sequence phasing schedules, constructibility analysis, drawing review/quality control, on-site inspections and value engineering analysis to various Owners and Architects.

Professional Associations:

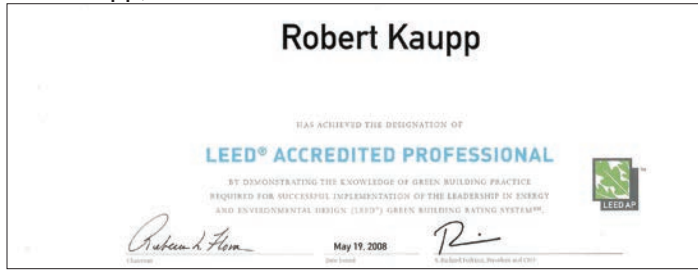
Associated Builders & Contractors
US Green Building Council

Primary Work Location:

Riverview, FL

REGISTRATIONS AND CERTIFICATIONS

Bob Kaupp, LEED AP



INTERIOR DESIGN

KELLI GRIFFITH, NCIDQ / ARCHITECTURAL INTERIORS, INC.



Served in a Similar Role on the Following Projects:

Wildwood Police Headquarters
(with ADG)
Wildwood, FL

Kissimmee Police Department
Firing Range (with ADG)
Kissimmee, FL

Miramar Public Safety Facility
(with ADG)
Miramar, FL

St. Charles County Police
Evidence Facility (with ADG)
St. Charles, MO

St. Charles County Emergency
Operations Center (with ADG)
St Charles, MO

Columbia Police Department
(with ADG)
Columbia, MO

Alpharetta Public Safety Facility
Renovation (with ADG)
Alpharetta, GA

Desoto Fire Headquarters and
Station No. 2 (with ADG)
Desoto, TX

Cedar Park Public Safety Facility
Renovation (with ADG)
Cedar Park, TX

Naples Fire Headquarters and
Station No. 1 (with ADG)
Naples, FL

For this project, Kelli will serve as the Interior Designer. She will work with ADG on furniture recommendations for selection, layout, contract documents, bidding/procurement assistance, and installation administration during the Design Development phase.

Education:

Bachelor of Fine Arts in Interior Design, Savannah College of Art and Design

Registration:

NCIDQ
LEED AP

Experience:

Upon joining Architectural Interiors, Kelli brought exceptional experience as a licensed interior designer, LEED accredited professional, and project manager. She is a valuable asset to Architectural Interiors due to her detail oriented nature, and strength in maintaining excellent relationships with clients, consultants, and coworkers.

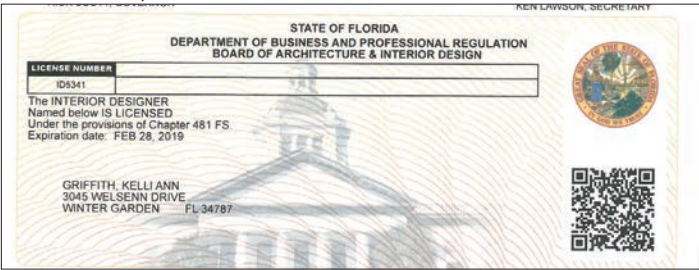
Kelli approaches each new design challenge with passion and enthusiasm. She is able to implement creative and intelligent design solutions by understanding the critical and functional nature of municipal facilities. Her responsibilities include team support during all phases of each project including research and analysis, interior lay-out and design, finish specifications, detailed construction drawings, furniture selection and specification, and construction administration services. Her strong client service focus enables her to implement the owner's needs and wishes within the project budget and in a timely manner.

Primary Work Location:

Winter Park, FL

REGISTRATIONS AND CERTIFICATIONS

Kelli Griffith, NCIDQ





**PROJECT TEAM
EXPERIENCE / REFERENCES**

ARCHITECTS DESIGN GROUP

NATIONAL POLICE FACILITY EXPERTS

- Alpharetta Public Safety Facility Renovation
- Alachua County Sheriff's Complex
- Altamonte Springs Public Safety Complex
- Auburndale Police Facility
- Aurora Police and Fire Department Joint Training Facility
- Bal Harbour Police Facility
- Baytown Police Headquarters
- Belton Public Safety Facility Renovation
- Boca Raton Police Services Facilities
- Boca Raton Public Safety Information Management Center
- Boynton Beach Police Facility
- Bradford County Public Safety Facility
- Brentwood Police Headquarters Preliminary Spatial Needs Assessment
- Brunswick Police Department
- Cape Canaveral Police and Municipal Facilities
- Cape Coral Police Headquarters
- Cedar Falls Public Safety Facility
- Cedar Park Police Headquarters Renovation
- Clermont Police Department Headquarters
- Cobb County Police Headquarters
- Cobb County Training Facility
- Cocoa Beach Public Safety Complex
- Cookeville Police Headquarters
- Corinth Public Safety Facility
- Covington Police and Courts Facility
- Daytona Beach Shores Public Safety Complex
- DeSoto Police Training Facility
- Elmira Police Facility
- Eastern Florida State College Public Safety Training Center
- Frankfort Public Safety Facility
- Ft. Lauderdale Police Facility
- Gainesville Police Facility Renovation
- Gainesville Police Department Training Facility
- Georgetown Public Safety Operations and Training Complex
- Granbury Police Headquarters
- Grand Prairie / Irving Public Safety Training Facility
- Greene County Public Safety Coordination Center
- Gulfport Public Safety Facility
- Highlands County Sheriff's Law Enforcement
- Highlands County Sheriff Detention Center Reconfiguration
- Hillsborough Public Safety Operations Facility
- Indian River County Sheriffs Office
- Johnston Public Safety Complex
- Kissimmee Police Training Facility
- Largo EOC and Police Training Facility
- Lebanon Police Department
- Linn County Sheriff's Office
- Lowell Police Headquarters
- Lynchburg Police and Courts Facility
- Manchester Police Department Headquarters



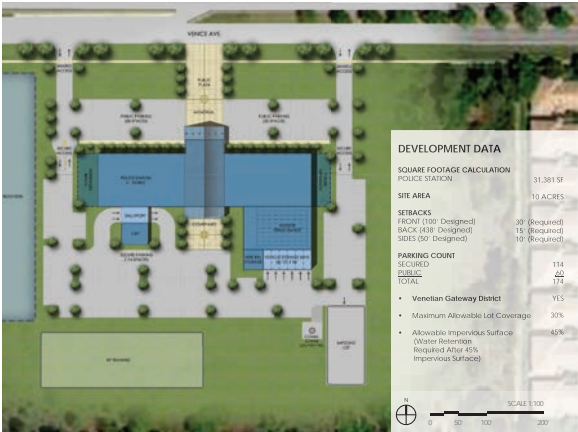
- Mansfield Police Headquarters
- Martin County Public Safety Facility
- Minneola Police and Fire Facilities
- MNCPPC National Division Headquarters
- Mount Dora Public Safety Facility Renovation
- Niceville Police Headquarters
- Northglenn Police and City Hall Complex
- Ocoee Police Facility
- Orange County Sheriff Sector II
- Orlando Police Department Headquarters
- Orlando Police Department Firing Range and Training Facility
- Owensboro Police Facility
- Palmetto Police Headquarters
- Pembroke Pines Police Headquarters
- Pinellas Park Police Facility
- Plantation Firing Range
- Polk County Sheriff District Command Center
- Port St. Lucie Police and EOC
- Port Fourchon Public Safety Center
- Provincetown Public Safety Facility
- Rivera Beach Police Facility
- River Vale Police Department
- Rochester Police Department
- Rockledge Police Department
- Sanford Public Safety Complex
- Sarasota Police Facility
- Sarasota County Public Safety Center
- Silverton Police Department
- Springfield Police Headquarters
- Spring Hill Police Headquarters
- St. Charles County Evidence Facility
- Sunrise Public Safety and Training Complex
- Tallahassee Police Headquarters
- Waukeg Public Safety Facility
- Wells Public Safety Facility
- Wildwood Police Department
- Williamson County Public Safety Facility
- Winter Haven Police Facility
- Winter Park Public Safety and Training Facility

CITY OF VENICE PUBLIC SAFETY FACILITY NEEDS ASSESSMENT

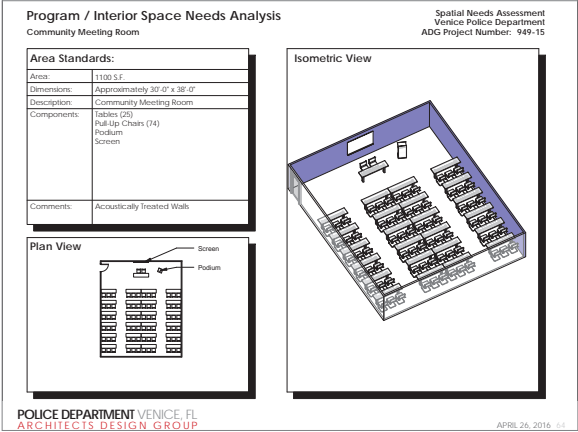


Architects Design Group was hired by the City of Venice to assess the needs of the police department, including an emergency operations center. ADG completed a spatial needs assessment, conceptual site plan, and cost estimates for the new public safety facility.

A assessment was provided of the Department's current operations, program requirements for a new station, and site area requirements. Consideration was also given to the future needs of the department in terms of space requirements. The report also included space standards for each portion of the new facility.



DEVELOPMENT DATA	
SQUARE FOOTAGE CALCULATION	31,381 SF
POLICE STATION	10 ACRES
SITE AREA	
SETBACKS	90 (Required)
BACK (410' Design)	15 (Required)
SIDES (50' Design)	10 (Required)
PARKING COURT	
SCULPT	114
TOTAL	42
• Venetian Gateway District	
• Maximum Allowable Lot Coverage	30%
• Allowable Impervious Surface (Water Retention Required After 45% Impervious Surface)	45%



POLICE DEPARTMENT VENICE, FL
ARCHITECTS DESIGN GROUP
APRIL 26, 2016

Program / Spatial Needs Assessment

Executive Summary

Venice Police Department
Venice, Florida
ADG Project Number: 949-15

General Notes	Space Designation		Space Requirements (square feet)		
	No.	Space Function	YEAR 2016	YEAR 2020	YEAR 2025
	1.0	Public Access Areas	2,261	2,261	2,261
	2.0	Administration	2,366	2,990	3,757
	3.0	Detectives Bureau	2,669	3,043	3,761
	4.0	Records	1,447	1,665	1,899
	5.0	Patrol Division	5,106	6,099	6,515
	6.0	Property and Evidence	3,275	3,600	4,010
	7.0	Specialty Units	1,534	1,534	2,111
	8.0	Training	1,128	2,112	2,112
	9.0	Emergency Operations Center	2,313	2,313	2,663
	10.0	Facility Services	1,747	2,873	3,341
11.0	Facility Support Areas	1,487	2,891	3,333	



Current Contact: Detective Goodson / (941) 486-2444

SARASOTA COUNTY PUBLIC SAFETY FACILITY

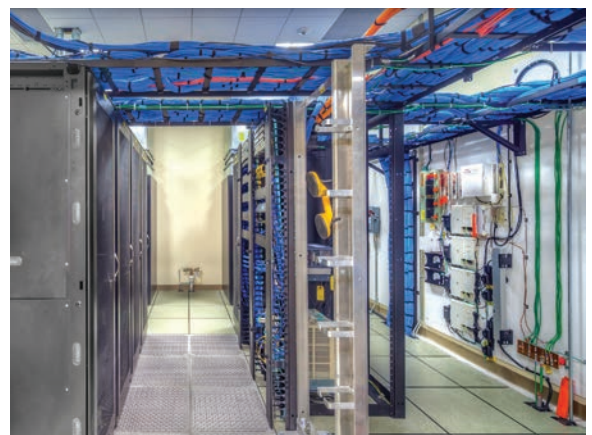


The Architects Design Group / Fleischman Garcia Team was selected by the County to provide a spatial needs assessment, master planning, full design documents, construction oversight, and interior design services. TRC Engineering and TLC Engineering were also on the ADG / FGA team for this project.

The Sarasota Emergency Operations and 911 Center is a two-story, 40,000 SF structure, co-located on a 25 acre government campus, houses the County's Emergency Management Department, Emergency Operations Center, Sarasota County Sheriff's Emergency Communications Department, County 311 Call Center, and Fire Administration Activation Area. The building includes a large EOC with associated break out rooms, 32 communications dispatcher stations, and 18 call taker positions for the County's 311. Several areas were incorporated into the design to be used for on-going Public Safety Training. Secure parking areas are provided for all County staff operating out of the facility.

The project has been designed to meet LEED certification and has a survivable building envelop criteria. The building was designed to a 253 mph ultimate wind speed resistance and to FEMA 361 impact resistance level. Redundant electrical power, water, and sanitary systems are also provided on-site. The project was awarded \$1.3 million dollars in FEMA grant monies to put towards the development of the project. It was completed on time and within the budget. This project won the 2015 ABC Excellence in Construction Eagle Award.

The design team worked with the County to establish a time frame for design and construction of the project. Team members were kept informed of the dates and performance was monitored by the design team project managers, the County Project Managers, and the Construction Manager. The Construction Manager provided cost vs. project budget. The design was adjusted based upon information at the design development phase. Effort was made by all stakeholders to provide an inclusive environment for decision making by including user groups, County administration, facilities, IT department, affected County government entities already on site, Construction Manager personnel, and the remainder of the team.



Current Contact: Kim Humphrey, Project Manager / (941) 549-4549

CITY OF CLERMONT POLICE HEADQUARTERS



In order to provide the Clermont Police Department with adequate space for improved services, safety, and increased staffing levels, Architects Design Group developed a spatial needs assessment, master plan, and site analysis for an addition and renovation to the existing Police Headquarters. Strategic planning included a new secure sally port, expanded temporary holding area, specialized property and evidence storage areas, and technologically advanced records retention area. Due to numerous issues including parking, cost to renovate the existing building, and community concerns, the addition and renovation approach was determined to be unfeasible and the City decided to proceed with a new construction option.

The City then entered into a “Developer’s Agreement” to purchase a “pad ready” site from local developer. The design, construction documents, and permitting were completed for a new site. Contract issues with the developer and the cost of a “pad ready site” forced the project to be placed on hold again. ADG was contracted further to investigate an addition to the newly purchased City of Clermont Arts & Recreation Center. This option was also abandoned. Because time had lapsed since the original study, an updated spatial needs assessment was provided to the Police Department along with analysis of various sites. A final site was selected, and ADG proceeded to update the Construction Documents prepared for the new site.

The completed 30,611 SF building is a two-story structure which includes an evidence processing lab, evidence bulk storage, a training classroom, temporary holding cells area and a sally port, in addition to the regular administration areas needed in a facility of this nature. The building has been programmed to satisfy the current and future needs of the Clermont Police Department to the year 2030. This project was within scope, budget, and schedule, as well as designed to CALEA standards.

“They listened to our needs and gave us a building that met our requirements and expectations. Ian and his team are extremely professional and responsive. ADG was a great partner from the design process to the completion of our much needed facility...ADG has exceeded our expectations and we strongly recommend them for similar projects, given our very positive experience.”

James Kinzler, Director of Capital Projects
(352) 241-7339



CITY OF JOHNSTON PUBLIC SAFETY FACILITY



In association with a local architectural firm, Architects Design Group was selected as the Specialty Design Architect to provide programming, conceptual design, and voter referendum assistance, which was followed by full design services for the City of Johnston's public safety departments. The project included the analysis of the community's public safety needs and ISO ratings to determine the appropriate location to site both the public safety facility and the stand-alone fire station located on the west side of town. The study concluded that two new facilities would best meet the needs of the community. The main facility is designed to LEED Silver standards and is 40,000 SF. It contains the headquarters for police and fire administration, as well as the main fire station. A separate building, Fire Station No. 2, was designed on another site to best accommodate emergency response times within the City.

This state of the art facility includes the following law enforcement spaces: public lobby, interview rooms, records, investigation offices, crime lab, property and evidence storage, vehicle prep and evidence bays, booking and intake, virtual firearms training simulation room, IT support services, physical agility space, support services, and a sally port. The integral training room also serves as the City's EOC.

The ADG Team assisted the City with its community outreach program in their efforts to promote a voter referendum, the selected mechanism for funding the project. The City had previously failed referendum attempts for other facilities, but extensive work by City staff and elected officials, with guidance and assistance from the ADG Design Team, resulted in successful (82%) passage of a \$14M bond referendum. This project was within scope, budget, and schedule.

"We are tremendously happy with the building's appearance and flow of the work areas. Ian and his team demonstrated exceptional knowledge and skills in designing the entire building especially the liability of sensitive areas of police operations... They listened to our needs, educated us where necessary, and gave us a wonderfully designed facility to meet our needs and expectations."

Bill Vaughn, Retired Chief of Police

Current Contact: Jim Sanders, City Administrator / (515) 727-7760



CITY OF DOVER POLICE DEPARTMENT HEADQUARTERS



Architects Design Group (ADG) in association with a local architecture firm was selected by the City of Dover, NH to design the new Dover Police Department Headquarters. The new facility was designed for current and future needs of the ever expanding and evolving police department. The facility was built in the downtown core of Dover, a mature city that boasts a brick industry and successful mill operations.

One of ADG's unique design solutions was to leverage premium building square footage. The facility provides flexible multi-use opportunities in concert with the defined spatial requirements. One specific example is the meticulous design of the sally port. Detainees can be brought into the secured booking and intake area without interfering with police vehicle storage or additional municipal parking.

This project focused on using space wisely and working with the community to find solutions to the multiple requirements, all while melding into the overall historic urban fabric design. Included in the space is a jointly accessible police and community parking garage, a viable community enhancement. The architectural team envisioned the new Dover Police Department through the process of programming, site selection, and conceptual design services. They also provided added value in many areas of the project, while allowing for flexible and secure law enforcement operations.

The new police headquarters is comprised of the police administration, uniform patrol, communications / dispatch, criminal investigations division, evidence, code enforcement, records, booking and intake, professional services, and an emergency operations center. The police headquarters is 28,000 SF and the garage provides parking spaces for joint use by the public and law enforcement with two separate secured entrances for the police department staff only. This project was within scope, budget, and schedule.



"Ian and his team's cooperation with the police department staff was instrumental in the planning and budgeting for the project... Ian's willingness to meet with City officials, community members, and police department staff in order to ensure the overall design and quality was vital in gaining support and authorization of the project."

*Captain William Breault
(603) 742-4646*

HIGHLANDS COUNTY SHERIFF LAW ENFORCEMENT COMPLEX



The Highlands County Sheriff's Office Law Enforcement Complex is a secure administrative and law enforcement response facility, which ADG developed for the County Sheriff's Office operations. When the project was initiated in 2008, it included evidence storage and processing, CID, uniform patrol, communications, training, administrative and command offices, and multi-purpose spaces. Subsequent to designing the facility for the current site, the project was put on hold due to budgetary constraints. In 2014 the project was re-initiated by removing the communications and multi-purpose spaces, but retaining all other law enforcement functions, and was relocated to the current site directly adjacent to the County Courts Building, County Jail, Public Defender's Office, and County Administration Building. The complex includes a two story, 44,313 SF law enforcement facility, a 1,590 SF central energy plant, and development of a 2.75 acre site.

When designing the facility, ADG used the protocols described in the CALEA Standards to create the appropriate space configurations to support the operations of each department. The facility has been designed to provide for a secured perimeter through the use of wind and impact resistant construction materials, surveillance systems, and controlled access openings, while also providing for an inviting, energy efficient facility for use by the public and law enforcement staff. LEED design strategies, such as light roofing materials, energy efficient mechanical systems, low water use plumbing fixtures, and the use of environmentally friendly interior finishes, are incorporated into the project. The project incorporates specialized systems for security access control, CCTV, audio-visual systems, evidence processing lab equipment, and specialized storage units for evidence such as narcotics, cash, armor, weapons, bodily fluids, and other bulk storage items.



"We would be pleased to have them provide architectural services for future Highlands County projects and would not hesitate to recommend them to other potential clients."

Suzanne Hunnicutt, Capital Projects Manager
(8683) 402-6932

CITY OF SANFORD PUBLIC SAFETY FACILITY



This facility was a concept nearly two decades in the making. A spatial needs assessment conducted by ADG showed the police and fire services had outgrown their existing facilities. To provide state-of-the-art facilities, ADG designed a two-story facility housing the City's police department, fire administration, and a five-bay fire station. Both departments are designed as separate facilities connected by a shared two-story atrium, which includes vertical circulation, lobby / reception, a historic apparatus display, and community meeting room that overlooks the civic plaza.

The facility includes a state-of-the-art crime lab that is part of the investigative services/crime scene department. Several aspects of the facility support the crime lab, including a central evidence drop-off/processing area, biohazard evidence storage and blood drying rooms, crime lab with fuming hoods, latent print analysis, forensic-science support, and forensic facial imaging.

Exterior walls are concrete tilt wall construction with hurricane impact glazing throughout, designed to withstand 150 mph, and is designed with 100% backup to all mechanical and electrical systems. This project was within scope, budget, and schedule.



"ADG's initiative and perseverance to this endeavor was a critical component in making our project a reality in such an uncertain fiscal climate. This effort was and continues to be characteristic of their approach to services the client."

Gerard Ransom, Former Fire Chief

Current Contact: Jim Krzenski, Administrative Services / (407) 688-5070

ORANGE COUNTY SHERIFF SECTOR II BUILDING



Orange County Sheriff Office Building Sector II is a 24/7 essential facility housing the Sheriff Department that includes spaces for detectives, agricultural and marine patrol, and tactical motor patrol command. ADG was selected to provide a detailed spatial needs assessment, master plan, design, and construction administration for this 24,356 SF facility. The building is designed to resist wind forces equal to a Category 4 Hurricane and is LEED silver certified. The facility also includes a physical agility space with showers and lockers, food service area, training Room, briefing room, and a vehicle sally port.

Careful consideration was given to the master plan of this Sheriff's facility. The building is situated to face Lake Underhill Road with the public parking easily accessible at the front of the building. The secured parking is located between the sheriff's facility and the rolling assets storage with a secondary egress and ingress from Cypress Hammocks Blvd. Water retention areas are located such that they provide an additional security buffer for the buildings.

A tilt-up exterior wall system and low-e, large missile tested glazing was selected with hurricane impact fenestrations and metal sunshade devices throughout. A series of light monitors are incorporated in the design to meet the day lighting LEED criteria combined with the energy efficient light fixtures specified. The emergency generator provides redundancy power for the entire facility and for all functions of the building making it survivable for up to 48 hours of operations. This project was within scope, budget, and schedule.



Current Contact: Dan Divine, Research and Development / (407) 254-4742

CITY OF MANCHESTER POLICE DEPARTMENT HEADQUARTERS

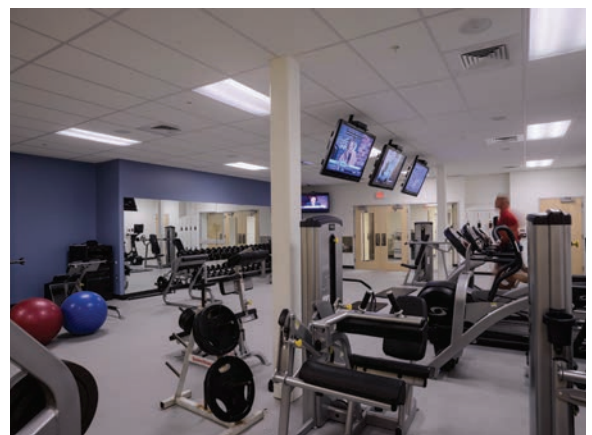


The City of Manchester was in the process of launching a large-scale Public Works Complex project when it became apparent that the property could also accommodate room for a new planned Manchester Police Headquarters facility.

ADG teamed with the Architect under contract with the City for the Public Works Complex. ADG developed a detailed spatial needs assessment, updated the existing master plan for the entire complex to reflect the specialized needs of the police department, and developed the interior operational adjacencies for the new facility.

Working directly with the Manchester PD staff, ADG developed detailed design documents of all interior layouts, specialized equipment coordination, security systems design and specification, and development of the critical infrastructure redundancies to support the facility. Departments housed in the new facility include property and evidence, records, investigations division, communications, detectives unit, and a street crimes unit. This facility also includes a state of the art evidence storage and processing lab.

Inclusive in the design is an eight lane indoor firing range as a major component of the training unit. ADG's expertise in law enforcement planning and design has ensured that the new facility is designed to stand up to the most rigorous inspections in the pursuit of CALEA Accreditation. This project was within scope, budget, and schedule.



"Despite the pressures of space and budget, your team rose to the challenge of providing us with a first class, professional police department that we can utilize for years to come."

*David Mara, Retired Chief of Police
(603) 369-3412*

CITY OF GEORGETOWN PUBLIC SAFETY COMPLEX



Architects Design Group, in association with a local architectural firm, was selected for the programming update, master planning, and design of the new 76,831 SF Georgetown Public Safety Operations and Training Complex. An additional 16,697 SF Tactical Training Facility, including a flexible training area with reconfigurable walls for use with simulations or other training exercises, was also designed within the new public safety complex. The new complex was designed to meet current and future needs through Year 2030.

Designed to withstand estimated F3 tornado forces, the facility is able to maintain continuity of operations and accommodate state of the art technologies throughout the foreseeable future. In addition to administration offices and training classrooms (which doubles as community meeting rooms), the facility includes several specialized areas such as a communications center, evidence processing and storage, two vehicle evidence processing bays, criminal investigation, and interview areas. A simunitions training building and low speed EVOC track are also included on site. A 125 foot high communications tower central energy plant are also housed at the complex. All facilities can be self-sustaining for up to 24 hours.

The complex includes a crime scene investigations lab, a chemical processing lab, an evidence processing lab, and two vehicle evidence processing bays. The labs utilize stainless steel counters, chemical resistant cabinets, epoxy flooring, fume hoods, emergency eye wash, and various counter mounted materials analysis equipment. The bulk evidence storage is located directly adjacent to the evidence processing lab on the building's lower level. It utilizes high-density storage units, providing three times the storage capacity of conventional storage units, with three industrial size refrigeration units and additional rooms for storage of weapons, cash, and narcotics evidence. This project was within scope, budget, and schedule.

"I have had the distinct privilege of working very closely with the staff of Architects Design Group (ADG)... Ian and his staff have become more than our architectural firm providing a service. They have become part of our police family. They have listened to every concern, met every challenge, looked out for our best interests, provided the most value within our budget, and have been keenly attentive to our needs and preferences."

Wayne Nero, Chief of Police
(512) 930-8450



CITY OF GULFPORT POLICE DEPARTMENT HEADQUARTERS



ADG, in association with a local architectural firm, was selected to conduct a detailed spatial needs assessment, master plan, and design for the police and municipal courts departments. Based on the in-depth analysis of the departments, as well as interviews conducted with the staff of the various departments, the spatial needs for a joint Gulfport Police and Courts Facility was developed and a master plan provided for a phased development approach.

The design team assisted the City with evaluating several potential sites for the new facility. Devastated by Hurricane Katrina, much of the rebuilding occurred north of downtown. However, the local businesses in the area fought hard to keep the new building in the downtown core to reinforce the economic recovery of the area. After much deliberation, it was recommended to build the new facility on the existing downtown police department site. The city made a significant commitment to the revitalization of its downtown by choosing to build both its municipal court and police facility in essentially its pre-Katrina locations.



Specific law enforcement components include booking and intake with separate holding facilities for males, females and juveniles, evidence intake and processing, detectives division, interview rooms, administrative spaces, special operations, crime reduction office, emergency operations center, and communications / dispatch. In order to achieve judicial impartiality, the facility was designed with separate entrances for the public, police, and judiciary. This project was within scope, budget, and schedule.



"ADG has once again shown why they are rated as one of America's great architectural firms. They exceeded our expectations at every step of the process. Their knowledge and experience in the design of Police and Judicial facilities was shown on a daily basis and is shown in the quality of the finished facility. We are extremely pleased with our new Gulfport Public Safety Center."

*Dr. John Kelly, Chief Administrative Officer
(228) 868-5770*

CITY OF WINTER PARK PUBLIC SAFETY COMPLEX



The City of Winter Park selected ADG for a detailed spatial needs assessment, master planning, cost estimating, facilities design and construction administration services for a new Winter Park Public Safety Facility. The new facility totals approximately 78,000 SF and services both the City's Fire and Police Operations.

The new public safety facility includes specialized areas for booking and intake, evidence processing, investigative services, and an armory. It also features a state of the art 911 dispatch center, flexible training space, a community meeting room, administrative offices, a fitness center, a K-9 kennel, and secured employee parking.

This joint-use facility is designed to withstand Category 4 hurricane force winds and pressures. The building's envelope is constructed out of 7 1/4" thick reinforced concrete "tilt wall" panels throughout. The roof also has an insulating lightweight concrete roof slab to provide structural integrity to the roof which is known to be the highest area of probable damage during exposure to hurricane forces. The insulating properties of the lightweight concrete also afford the facility reduced heat gain thus lowering the operational costs associated with the cooling bands.



"We appreciate the way that ADG was flexible and worked with the Winter Park Police Department to meet the current needs of the department, keeping in mind our future expansion requirements. ADG is definitely a leader in the field of public safety facility design".

Brett Railey, Retired Chief of Police / (407) 494-9657

CITY OF SARASOTA POLICE HEADQUARTERS



ADG was selected to provide a detailed spatial needs assessment, site analysis of multiple sites, master plan, full design documents, construction administration, and voter referendum assistance for the new six-story Sarasota Police Headquarters, which houses the department's 250 employees. The project was completed on time and under the approved budget. Although much bigger than the new facility for Venice, this police facility is in close proximity to the City of Venice and was completed by several of the same team members including TRC Engineering, TLC Engineering, and George F. Young.

The new 102,000 SF facility includes spaces for professional standards, support services, internal affairs, criminal investigations, property and evidence, and records. The building also includes 21,790 SF for crime scene investigations, 9,275 SF for forensics and evidence storage, and 2,860 SF for vehicle processing.

The entire facility is designed to withstand category 5 hurricane forces, and with the critical infrastructure redundancies that are in place, this headquarters is assured to maintain operations during or after a significant event. This LEED Certified facility fronts a beautiful 40 acre passive recreation park, creating a large scale "backdrop" to the park.

To serve the required parking for the police headquarters, the design team developed a plan to partner with the County on an expansion project involving the County managed public parking garage to be located across the street from the combined-parcel site. This expansion would have afforded the Police Department the 200+ secured spaces that the building program required.

More than halfway through the design of the facility, a major challenge presented itself when the funding for the garage expansion was not earmarked in time for the scheduled completion of construction. This essentially ensured that the project would not be able to be issued a certificate of occupancy, as it would not have the code-mandated parking provisions. To ensure there was no schedule interference, ADG quickly started design revisions of the site, building, and parking garage. ADG accomplished this in under 6 months and the building grew to 196,000 SF. The multi-story 200-vehicle, secured parking garage is an integral component to making the headquarters a reality. A number of specialized areas are designed into the secured garage including a SWAT tactical ready room, SWAT vehicle storage, vehicle evidence processing bays, and the central energy plant, which includes the HVAC chillers and emergency generator/fuel tank.



Current Contact: Bernadette DiPino, Chief of Police / (941) 954-7002

CITY OF CAPE CORAL POLICE HEADQUARTERS



The Cape Coral Police Department Headquarters was identified by the City as a critical facility which was inadequate in terms of size and function. The City selected ADG to provide programming, master planning, design, and construction administration services for the Police Departments and Communications Division. Although much bigger than the new facility for Venice, this police facility is in close proximity to the City of Venice and was completed by several of the same team members including TRC Engineering and TLC Engineering.

The new 100,755 SF headquarters provides the Police Department with state of the art facilities, that comply with CALEA standards, for their 345 employees and includes areas for administration, patrol, investigative services, professional standards, communications, property and evidence, holding and processing labs, as well as a multitude of training facilities outfitted with the necessary technology to be easily converted to the City's Emergency Operations Center. The facility includes 3,200 SF for crime scene investigations, 11,425 SF for forensics and evidence storage, and 1,600 SF for vehicle processing.

Due to very unusual political influences, the design and construction had to be completed in less than one year. To accomplish this feat, ADG delivered this project through a fast track schedule utilizing a hybrid design and construction process. Within two and a half months the City issued a permit for all site work and the structural envelope. The Team had completed 100% of the site engineering, 90% of the structural engineering, and a 30% complete set of construction documents. The 30% complete set was aggressively let out for competitive bids to the local subcontractor community and produced 201 bids from 47 disciplines of construction. The team was able to deliver a GMP to the City, almost \$4 million dollars under the budget. The design team then completed the remaining design/engineering documents in less than four months while construction was ongoing, ultimately completing the project on time and within less than one year from start to finish.



"The ADG design team, led by Ian Reeves, has guided our staff throughout the process...ADG's expertise in public safety facilities and its intimate knowledge of law enforcement accreditation standards ensures that even the smallest details are included."

Jay Murphy, Retired Chief of Police / (239) 229-0911

CITY OF SUNRISE PUBLIC SAFETY COMPLEX



The Public Safety Complex houses the entire operations of the Sunrise Police Department, the joint County/City 911 communications center (PSAP), fire rescue administration and training, municipal EOC, city-wide MIS data center, and an eight lane indoor firing range.

Police divisions within the complex include administration, internal affairs, records, detectives division, crime scene unit, crime analysis unit, property and evidence, victim advocacy program, patrol, SWAT, and crisis negotiation unit. The facility includes an evidence processing lab, located on the 2nd floor across from the evidence drop and storage area. The lab includes stainless steel counters, chemical resistant cabinets, epoxy flooring, a fume hood, emergency eye wash, and various analysis equipment.

The project site is located on the City's municipal complex. The existing buildings on-site provide a context for the design that are referenced through colors, materials, and complimentary details, creating a unified sense of identity within the complex. During the project planning phase, ADG examined vehicle and pedestrian access, utility network, and overall site infrastructure connections with modification recommendations to benefit current municipal complex functionality and enhance future improvements. This project was within scope, budget, and schedule.



"ADG's commitment to professionalism and quality customer service was showcased during the inception of the Sunrise Public Safety Complex project...Their creative experience and talent provided a vision that would eventually become a first-class home for our deserving employees...ADG's resourcefulness and ingenuity were the driving forces of what stands here today...I would recommend their services to other community leaders."

John Brooks, Retired Chief of Police

Current Contact: Alan Gavazzi, Capital Projects Director / (954) 572-2487



**ABILITY TO PERFORM SERVICES /
LOCATION AND AVAILABILITY**

SCHEDULING

The foundation of our management plan for a successful project being delivered expeditiously is to focus on the elements of the project critical to reaching the mutually established goals and objectives. Fundamental to this effort is the realization that decisions control the direction and energy of the project execution. By managing expectations, planning the work, and making timely decisions, the appropriate resources are applied to the project, which results in achieving project success.

In achieving this success, the project team will be centered on effective, strong project management. This is realized from the experience and quality of the team management personnel and from its organizational structure. The Principal In Charge, Ian Reeves, AIA, President of Architects Design Group, will be responsible for achieving project success and monitoring the progress of the project during each phase of development. **The Client Manager and the individual directly responsible for supervising the project will be Rick Mullis, AIA, LEED AP.** Mr. Mullis has over 15 years of experience in the planning, design and construction of Public Safety facilities. His contribution will include Coordination of the ADG Team and maintaining the Design Team's Quality Control Philosophy throughout the duration of the Venice Public Safety Facility Project.

Mr. Mullis' primary responsibility is to coordinate the work with the project team that includes all necessary planning and/or design disciplines with the involvement of Mr. Reeves as the Principal in Charge, Ms. Gantt as the Project Architect, Mr. Waters as the Associate Project Architect, and Colin Derek as the Local Client Manager. During the project, they will coordinate the team's various disciplines to ensure adherence to schedules, budgetary constraints, and quality control expectations.

Our team will work with the City to develop a schedule that meets the project time requirements. The design and production staff all have numerous years of experience working as a team to produce preliminary design sketches, 3-D models, construction documents, and other design data quickly and accurately.

Techniques to Assure the Schedule will be met: Mr. Mullis will monitor the impact of daily planning and design decisions on the schedule.

Achieving Schedules - We approach schedules with the following fundamental principles:

- 1. Scheduling is a priority.** We document, review, and update our schedule at each team meeting.
- 2. Project work elements are organized into sections,** which are necessary to clarify the critical path elements that maintain schedule compliance.
- 3. Realistic exceptions or alternatives are established early** in the process. We anticipate that changes will occur and provide for these eventualities.
4. The ADG Team **performing the work is essential.** The Team must believe the schedule is achievable; if not, discussions of alternative methods are reviewed and implemented.
5. The ADG Team meets to **discuss the schedule and progress of work on a regular basis to avoid delays.** One team member's delay may have a ripple effect throughout the project.
6. The ADG Team's Client Manager, Rick Mullis, is dedicated, proactive, and:
 - Is responsible for decisions throughout the process;
 - Anticipates future decisions as necessary;
 - Prepares the client, helping them to make the required decisions;
 - Constantly refines the process so that each decision is made effectively;
 - Keeps the programming processes moving as necessary throughout the duration of the project.

We know that schedules do not complete themselves. Proper planning, communication and persistence by the Project Manager are required for a successful scheduled completion of Venice Public Safety Facility Project. The key to maintaining schedules is to understand the project time horizons, monitor critical project issues and communicate clearly with all project stakeholders.

TEAMING APPROACH

ADG, in association with FleischmanGarcia, provides the City of Venice a team of unmatched national Public Safety architects with the immediate response capability from a highly-qualified architecture firm located in Venice. The Team Approach also combines similar design philosophies, management structures and a commitment to design excellence.

As a national leader in Public Safety architecture, ADG has associated with local architects across the United States for more than 25 years. These relationships have been successful for projects as it establishes a national resource for Law Enforcement programming and architectural services that is accessible to the local architect and the client. This Team Approach has been implemented successfully on Public Safety projects in Manchester, NH, Sunrise, FL, Frankfort, KY, Dover, NH, Springfield, MA, and Johnston, IA, just to name a few.

FleischmanGarcia will work with ADG as the local contact, point of immediate response, quality control / peer review of construction documents, construction administration and production support. Architects Design Group has successfully completed programming and design services on numerous national Public Safety projects and will serve as the Prime Consultant and Architect of Record. ADG will be the team leader for all phases of service.

Programming Phase Services:

The initial phase of programming will be to study the routine operations of the department to obtain a thorough understanding of the operations, an essential element to achieving a new facility. ADG representatives will be responsible for gathering all documentation relative to the project, prepare a detailed questionnaire to be distributed to key staff members, conduct on-site interviews with each organizational entity, and preparing a draft and final report to be presented to the City. Concurrently, ADG will also be tasked with evaluating the identified potential sites, including obtaining pertinent site characteristics and data, providing “weighted” criteria for objective consideration, and making a recommendation as to the most feasible location. ADG will conduct the preparation and distribution of the questionnaires as well as conducting the on-site interviews. FleischmanGarcia’s proximity to the client will allow for convenient access to City departments to obtain documentation needed for evaluations. FleischmanGarcia’s staff members will also participate in on-site review of findings and recommendations, including the development of budgets.

Design Phase Services:

ADG’s role would be as prime design consultant for all design phases. ADG’s familiarity with accredited critical facility design requirements provides the leadership necessary to produce concepts, layouts, engineering systems coordination, budget / schedule / cost estimates at all milestones of the design process.

FleischmanGarcia’s experience with public sector clients, local construction and pertinent planning issues provides the immediate point-of-contact and coordination of local ADG / FGA team members. FleischmanGarcia’s will attend design meetings, provide their input into conceptual and detailed design solutions, provide accountability for schedule compliance, track all agency approval items, and during bidding, serve as the local point-of-contact to answer questions and provide contractor outreach. It is important to note that ADG is recognized as a national expert for design excellence in public safety architecture projects requiring a professional systematic approach to resolving issues.

Construction Support Services:

ADG continues as the prime consultant through construction, while FleischmanGarcia plays an expanded important role in the project delivery. FGA takes the lead in conducting the pre-construction conference, monthly architect / contractor / owner meetings, review of contractor applications for payment and producing supplemental construction documents. FGA will serve as the construction administration coordinator; attending site / progress inspections on a weekly basis, and tracking all communications between the City, Design Team and the Construction Manager. FGA has an experienced Construction Administration staff that has created significant procedures necessary to ensure adherence to schedules, construction documents, accountability of performance for all team members and immediate resolution of construction issues.

FGA’s primary role during this phase of the project is to work on the ADG / FGA Team as the local point-of-contact during construction to ensure immediate project representation. FGA, in addition to providing construction oversight, will maintain all information response and submittal logs. FGA will coordinate and document Contractor submittals, Requests for Information (RFI’s),

Proposal Requests (PR's), Architects Supplemental Instructions (ASI's) and Requests for Change Orders (RCO's). FGA will make field decisions and interpret the documents when appropriate while seeking immediate response and engineering coordination of complex issues. FGA will ensure that all construction activities are documented and all team members are accountable. Immediate response is critical to successful issue resolution during construction.

Strategies for Utilizing National Expertise:

As a national expert in the design of Public Safety Facilities, the majority of ADG's clients are located outside their immediate geographical area. Therefore, we have developed a series of strategies to balance the needs of the client and project with the responsibilities of being a steward of the taxpayer's dollar. ADG is well versed in the utilization of video conferencing and other remote communication methods and has refined the ability to focus meetings, coupling similar tasks to minimize necessary travel. With FleischmanGarcia assuming the majority of responsibility during the Construction Administration phase, Venice is assured of receiving intensive representation during the phase which requires the greatest amount of on-site interaction. We believe this approach will allow the City of Venice to utilize national experts in the design of Public Safety facilities while having immediate local response capabilities.

Conflict Resolution:

ADG has been fortunate, over the past 46 years, to have few issues or conflicts occur either with Owners or General Contractors/ Subcontractors. This success is based upon a proactive approach and a corporate commitment to speedy resolution of issues. We understand and are committed to the premise that issues "do not go away" rather, small issues, if not addressed, "become bigger and more complex issues." We insist upon a partnering approach, in which any and all issues are immediately brought to the attention of all involved parties, with a goal of appropriate and fair resolution. The importance of this policy is to establish, jointly, the specifics of the issue or conflict, as well as how and when it occurred. Responsibility is established, and corrective action is undertaken.

The success of this policy is that ADG has not been involved in any litigation or arbitration hearing for over twenty years. All of our work, in that respect, is with governmental entities like the City of Venice and our reputation is what speaks best to the accuracy and appropriateness of this commitment to problem free projects. Importantly, if an issue or problem is one of our making then we accept responsibility and provide appropriate response to resolution.

Additionally, the ADG / FGA team has no conflicts of interest with the City of Venice.

WORKLOAD

The ADG team has carefully examined its overall current and projected workloads, and we are confident that we will have no difficulties providing responsive and timely services for this contract. Current ADG management projections of manpower availability, which are updated monthly, reflect that the team is clearly able to undertake a new task order project immediately upon execution of a contract. All of the key people proposed for your project are immediately available to begin work as your schedule requires.

Construction Phase

- **Cedar Park, TX Police Department**
- **Miami, FL Fire Station No. 14**

Design Phase

- **Wildwood, FL Police Department**
- **Alpharetta, GA Public Safety Facility**
- **Cocoa Beach, FL Police Department**
- **Kissimmee, FL Police Department Firing Range**
- **Miramar, FL Historic Public Safety Facility**
- **St. Charles, MO Police Department Expansion**
- **Columbia, MO Police Department**
- **Boynton Beach, FL Police Department**

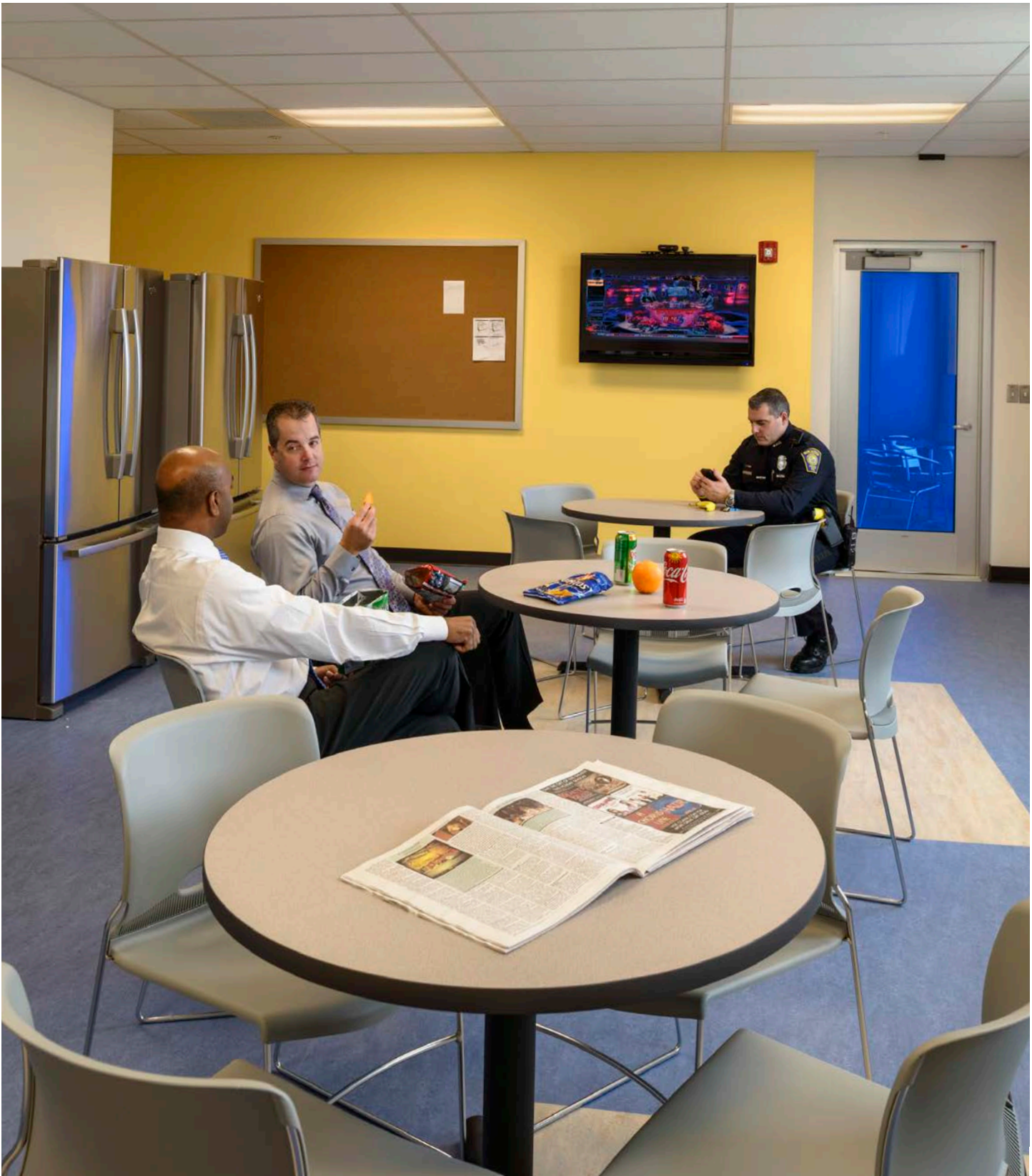
Planning Phase

- **Oviedo, FL Police Department**
- **River Vale, FL Police and Courts Facility**
- **Windermere, FL Police Department**
- **Springfield, MA Police Department**
- **Baytown, TX Police Department**
- **Wylie, TX Public Safety Facility**
- **Springhill, TN Police Department**
- **Pembroke Pines, FL Police Department**
- **Boca Raton, FL Public Safety Facilities**
- **Niceville, FL Police Department**

ABILITY TO COMPLETE DEADLINES / FIRM RESOURCES

ADG currently has 32 full time employees, all of who specialize in law enforcement and public safety facility planning and design, and can assist as needed. All of the key people proposed for your project are immediately available to begin work as your schedule requires. If additional resources are needed to remain on schedule or address unique challenges presented, additional ADG staff will be added to the project. As ADG specializes solely in municipal projects, the majority being public safety, all staff members, upper level, and CAD operators are all trained and extremely knowledgeable in the design of public safety facilities. For the City, this means every person on ADG's team understands the specific nature of law enforcement facilities and can be brought onto the project to assist without any learning curve.

Should there be a need for additional staff, ADG has several procedures in place. Firstly, ADG has an extensive documenting procedure which collects all project information and stores it on our servers (which are backed up nightly.) Secondly, there is always more than one key staff member assigned to the project. We assign two principal architects to a project, with a third principal who oversees quality control. This ensures that should additional staff resources be required, all project information is accessible to all ADG staff, the additional staff can work immediately, and there is no learning curve. ADG also has a network of contract personnel, many of whom have worked for ADG in the past, that can be brought in to assist with production.



ADDITIONAL CONSIDERATIONS

VENICE PUBLIC SAFETY FACILITY PROJECT MANAGEMENT

PROJECT MANAGEMENT PLAN

ADG has learned that careful project planning, preparation, and communication is critical to project success. Project Management starts prior to the initial meeting with the City to review the project objectives and to confirm the schedule for specific tasks. We have found that archival procedures, project reporting, accountability of the design team, and a clear path of communication with the City's Project Manager must be established from the onset of project services. We propose an initial "stakeholder" meeting as orientation to the methodology, project objectives, and responsibilities of the project team to the governing body and City staff. The goals and objectives for the project, activities, and project milestones are discussed and agreed upon. ADG's Project Architect, Susan Gantt, will serve as the conduit / point of contact to channel all communication between the design team and City.

The foundation of our plan for success of the project is to focus on the fundamental elements of the project critical to reaching the goals and objectives established at the "kick-off" meeting. By managing expectations, planning the critical path of project development, and making timely decisions, the appropriate resources are applied to the project, which results in achieving project success. The project team will be centered on effective, strong project management and communication. This is realized from the experience, quality of the team management personnel, and from its organizational structure.

Our team will work with the City to develop a schedule that meets the project's time requirements. ADG's design and production staff has numerous years of experience working as a team to produce preliminary design sketches, 3-D models, construction documents, and other design data quickly and accurately. We understand that paying close attention to the details, and being proactive in identification of issues, with concise timely resolution, is key to avoiding problems and dispute.

Our team's Project Architect, Susan Gantt, reporting directly to ADG's Principal in Charge, Ian Reeves, will organize, direct, and coordinate the job tasks of ADG personnel and subconsultants. Understanding the importance of "continuity," the Project Architect will be involved from the Notice to Proceed through Construction Administration. Melissa will be responsible to the City for project planning, documentation, phase reviews, problem solving, project meetings, data archiving, meeting goals and objectives, owner review, and final document coordination check.

ENGAGING STAFF / PARTICIPATORY PLANNING PROCESS

ADG has developed an expansive approach to involve stakeholders throughout the duration of the project. The approach to design starts with our interactive method of designing known as our "Participatory Design Approach." The method is based on the premise that good architecture requires a client who is not only involved in the process, but understands and supports it.

The Participatory Design Approach is a learning process for the client and design team involving the exchange of ideas, information, and meaningful input from the users of the facility. It begins with the design proposal and evolves throughout the life of the project. All key personnel on this team have experience with this method of communication and staff involvement.



The Participatory Design Approach hinges on the design professionals ability to listen carefully to the owner's concerns. Flexibility, creativity, and integration are also important attributes in this process. Engaging the owner to set appropriate goals and objectives for the design is the most critical stage of the design process. A client who possesses a clear vision, defined goals, and an understanding of the facility's needs is a critical asset to the design team. In turn, the design team must guide the client in setting those goals and objectives. Our experience has taught us that engaging facility users and project stakeholders is important to the success of the project. Facility users and stakeholders who participate in the project throughout the design process develop ownership, which later evolves into a sense of pride. Our end goal is for clients and users to feel connected to the final architectural product.

PROJECT APPROACH

The project approach for the Public Safety Facility describes the ADG Team's understanding of the unique and specific project requirements. The following outline focuses on our understanding of how best to utilize the intended Construction Manager at Risk (CMAR) project delivery method from project inception through completion. The ADG Team has extensive experience with all delivery methods and is fully capable of completing the project through any method, should project circumstances determine that an alternate approach is warranted.

PROJECT INITIATION AND PROJECT MANAGEMENT

Our team will conduct an initial "project stakeholder" meeting with the City of Venice to review goals and objectives of the project, understand participant roles and confirm the schedule for specific tasks. This initial meeting is an orientation to the methodology, project team, and responsibilities. In addition to the design team members, the meeting will include the Owner's Representative, along with selected staff of the Police, Planning, and City Manager's Departments. The goals and objectives for the project, activities, and project milestone dates will be discussed and agreed upon.

DOCUMENT REVIEW

PROGRAMMING / SPATIAL NEEDS ASSESSMENT

ADG is very familiar with the Venice Police Department needs and project requirements as we assisted the City with the Spatial Needs Assessment and addressing early planning issues. We will prepare an update to the project status and provide recommendations and refinements to the project needs (program) that are fundamental to delivering a fully operational facility that exceeds the City's expectations including, site selection issues and development of spatial relationships/interactions, and adjacency priorities for the new public safety facility.

ADG understands multiple issues of the sites currently under consideration in the Venetian Gateway Overlay District including property size, adjacent uses, availability of utilities and particularly Design Guidelines for the District. We will assist the City with additional analysis, if required, to finalize the site selection process. Once the final site is selected, we will carefully review all necessary documentation and prepare a detailed analysis. George F. Young, Inc., the Team's civil engineer, will obtain, existing aerial photographs, city maps and legal description and surveys, utility networks, and zoning/land use ordinances to begin the site design / master planning activities. The team will document the size and the location of primary features, such as buildings, paved areas, major landscape elements, environmental jurisdictional limits and other physical aspects that potentially affect or impact upon current and future development of the facilities. The Team will obtain and review the City's Land Development Ordinance, relative to City codes and/or development requirements, including limits on buildable area, building height, parking requirements, access to utilities (water / power / data / etc.), stormwater retention and outfall, environmental issues, soil contamination, landscape requirements, setbacks and similar factors that will impact site development.

MASTER PLANNING

After the site information is obtained and reviewed, our team will work with the City to develop conceptual site plan alternatives and renderings for the facility. Various conceptual site plan alternatives will evaluate, among other issues, accommodating current and future needs. Our team will also evaluate the adjacent site areas relative to current zoning and actual land use, and reflect this information in the Master Plan documents. Based upon the accepted square foot assessment and issues associated with adjacent site areas, our team will prepare a Master Plan Document illustrating:

- Proposed land utilization
- Location and general configuration of "current need" of the Police Department
- Areas of potential expansion for future needs
- Location of vehicle access and egress, both staff and public
- Vehicle parking areas for the secured and public access areas
- Pedestrian areas and site circulation
- Natural vegetation area designed for storm-water retention/detention
- Environmentally sensitive areas

Department/Department Data
City of Venice, George F. Young, Inc.
Department Name: _____ Date: _____
Department Personnel: _____

1. ORGANIZATIONAL CHART
Please attach a complete and current organizational chart for your department, listing the names of all personnel (including both full-time and part-time). State organizations that have been, are, or will be, growth or anticipated changes in available, please attach. This information will be utilized in confidence.

2. STAFFING
2.1 How many employees currently work in this department?
Full Time _____ Part Time _____
2.2 What are the historical number of full-time employees?
1995 _____ 2000 _____ 2005 _____ 2010 _____
2.3 What are your projections for full-time employees?
2015 _____ 2020 _____ 2025 _____

3. DEPARTMENTAL FUNCTION:
Please attach a one-page summary describing the basic functions/responsibilities of this department.
Attached: _____ To be forwarded at a later date.

4. RELATIONSHIP TO OTHER DEPARTMENTS/ENTITIES:
It is anticipated that this department must coordinate with other departments in the pursuit of its work. Please note what other departments and why the need to communicate with such exists.
Indicate frequency (i.e., 1, rarely; 2, occasionally; 3, frequently; 4, very frequently; 5, constantly).

Other Department	1	2	3	4	5	Why the Need
A-1						
A-2						
A-3						
A-4						
A-5						

Architects Design Group, Inc. File No. 1000 Venice Public Safety Facility

Program / Spatial Needs Assessment

Architects Design Group, Inc. File No. 1000 Venice Public Safety Facility

General Notes	Space Description	Area (sq. ft.)	Area (sq. ft.)	Area (sq. ft.)
	Public Access Area	1,100	1,100	1,100
	Reception Area	1,000	1,000	1,000
	Administration	2,000	2,000	2,000
	Restroom/Storage	300	300	300
	Training Area	500	500	500
	Meeting/Conference / Interview / Storage	2,000	2,000	2,000
	Food Storage & Preparation	300	300	300
	Reception / Office	200	200	200
	Operations / Control Room	2,000	2,000	2,000
	Control/Investigation/Storage	2,000	2,000	2,000
	Training Area	1,000	1,000	1,000

CONCEPTUAL DESIGN

At this point of design process, the master site plan is the basis for creating sketches of the building. This includes functional building plan concepts reflecting setbacks, parking and access/egress requirements functional adjacency diagrams, preliminary floor plans, 3-D massing diagrams, building elevations, and renderings. At this stage of the approach, the Team will present concepts for the exterior design that meets requirements of the “Venetian Theme” of the overlay district.

Master Planning and Conceptual Design Review Meeting:

Our team will conduct an interactive design meeting to review the proposed master plan and conceptual design drawings. This meeting will include the City’s Project Management Team, Owner’s Rep and stakeholders from the department. If deemed appropriate by the City, the ADG Team will provide outreach to inform interested citizens and/or community groups of project progress. The premise of this meeting(s) will be to obtain consensus and agreement on the conceptual site plan, floor plans, building elevations, and renderings. After feedback from the design meeting, our team will prepare revised drawings illustrative of the proposed solution for the new facility.

THE UNIFIED TEAM APPROACH - ADG TEAM, OWNER’S REP, CONSTRUCTION MANAGER, FACILITY USER TEAM MEETING

The ADG Team can assist the City, if needed, with the selection of a Construction Manager at Risk (CMAR) firm. We recommend that the Construction Manager (CM) be selected prior to the Schematic Design Phase and participate with subsequent project design tasks. After CM selection is complete, under direction of the Owner’s Rep, the CM will meet with the Team to review project goals and objectives, schedule and budget constraints. The CM assists development of the project by evaluating constructability, schedule, and cost issues while engaging with the architect throughout the design process.

SCHEMATIC DESIGN

During the schematic design phase, the Team will further develop the approved preliminary and conceptual design of the facility. On-site design sessions will be conducted to refine proposed site adaptation, design options, and alternatives, which can provide improved facility design and cost savings. During the on-site session, a program review will be updated as alternative concepts are evaluated. The concept plans will be developed to establish the best possible organization for this public safety facility. This will take into consideration the ideal operational adjacencies for the efficient function of the facility, while addressing the constraints of the site. In addition, engineering systems and recommendations for building materials will be refined. Our team can also provide interior design services including furniture recommendations, layout, contract documents, bidding/procurement assistance, and installation administration.

During the on-site sessions, the CMAR will continually provide cost/value input and constructability reviews. At the end of the Schematic Design phase, a cost estimate will be prepared by the CMAR for the proposed build-out. The preliminary cost estimate, will include scope of work narratives, cost-related assumptions, “hard” construction scope items, Furnishing (FF&E) budgets, and identify all related “soft” costs.



DESIGN DEVELOPMENT

The ADG Team includes mostly design disciplines local to Sarasota County. The Associate Architect (FleishmanGarcia) staffs an office in Sarasota and will provide engineering coordination and immediate response to critical project issues. The ADG/FG team utilized this approach to successfully complete the Sarasota County Cattleman Road projects (EOC + SCAT Transfer Station). Upon notice to proceed with Design Development, the local design team, working seamlessly with ADG, evaluates building materials, systems, and enhanced functional responses to be refined. The design process integrates the CMAR’s response to environmental issues, life-cycle cost issues, security issues, and budget considerations. At this time the team begins developing the detailed architectural, electrical, and mechanical systems with consideration of selection for possible multiple bid packages. The CMAR will assist the ADG Team throughout the design process. The following items are concluded at this design phase:

- Selection of systems, materials, and equipment for program response, as well as the City's energy efficiency/LEED goals
- Identification of low maintenance systems
- Preparation of initial design details
- Thorough documentation of architectural, structural, mechanical, electrical, plumbing and fire protection systems, building security, technology, and survivable systems
- Forecast of potential energy performance, life-cycle cost, and architectural quality relative to the previously agreed project goals
- Furniture Layouts (necessary for final design and systems coordination)
- Adjustment of the design as necessary to achieve project goals and cost targets

Our team will also implement our Responsive Security Technology Approach. This approach is defined as the review and application of all available and emerging systems to secure Public Safety facilities. Some of the highly secured areas that are accommodated by these systems include:

- Perimeter Surveillance (Site and Building) Ingress/Egress Points
- Gated Access Points
- All Building Entrance Points
- Blind Areas Around Site and Buildings
- Primary Entry Lobby
- Interior Entrances Into Secure Zones of the Building
- Various Program Department Areas
- Armory
- Property and Evidence
- Evidence Processing
- Secured Interview Rooms
- Secured Staff Parking Areas
- Vehicle Processing Bays
- Communications
- Emergency Operations (multi-use) Center
- Secured Staff Areas from Public Access Areas

CONSTRUCTION DOCUMENTS

Upon notice to proceed with the Construction Documents (CD) phase, we complete the detailed drawings and specifications necessary for the building and site construction. The initial task is followed by a review of the City's Owner's Rep, CMAR, and the design team at the 50%, 70%, and 100% complete phases, culminating in submittals for all required permits. During this phase, the CMAR will develop a guaranteed maximum price (GMP) for the project, typically at 70% complete phase. Throughout the GMP bidding procedure, the design team is answering questions and preparing bulletins/addenda as required by the CMAR and City. Concurrent with bidding, our team will submit documents to all Agencies Having Jurisdiction (AHJ) to obtain required permits for the project.

Once the CMAR submits the GMP and gains acceptance by the City, the design team completes the construction documents incorporating all revisions required to meet the GMP and permit comments. Our team's quality control team and the CMAR will make a detailed and complete review of the final 100% CD's. Once CD's are approved, the CMAR coordinates the construction trades. Our team's quality control team and CMAR makes a complete review of the final 100% CD's. The final CD package will be submitted for review by the City and CMAR. Once CD's are approved and permitted, the CMAR starts construction.

CONSTRUCTION PHASE

Our team's Construction Administrator will monitor construction activity, with the Owner's Rep and CMAR, to ensure compliance with contract documents. Written reports and progress photos will be filed. Shop drawing review, color selections, interpretations of the documents, and material compliance are processed. These procedures assure project success by providing a clear concise record of the construction process. The design team will review with the Owner's Rep, the CMAR's applications for payment and compare them with the actual construction progress. Construction progress meetings will be held with the CMAR and City. Minutes of all meetings will be prepared and distributed.



Our team's Project Manager and Construction Administrator will attend on-site progress meetings; and will review construction progress with an emphasis on prompt "issue resolution" (avoiding problems.) Our Construction Administrator will work closely with the City's Project Manager and CMAR to avoid claims for cost and time extensions. The approved GMP will contain a construction contingency cost allowance. The contingency allowance is a distinct benefit of CMAR for avoiding construction change orders. Other items to be completed during this phase include the tasks below:

- Close-out documents
- Training and system start up meetings
- Respond to request for information
- Issue architects supplemental instructions
- Review construction manager general contractor submittals
- Certify contractor's site civil as-built survey
- Complete close-out and satisfy all permits

PROJECT SCHEDULE

Our team has a proven track record of success in delivering projects within the owner's budget and schedule parameters. The ADG Team has extensive experience in public safety projects throughout Florida and the United States. Our team understands the City requires project completion in Summer 2020. All team members have reviewed the proposed schedule, along with their current and projected workloads, and see no issues in providing services for this the project. The methodology chart on the next page is a graphic representation of the timeline of tasks needed to complete the project utilizing a CMAR delivery option. Our team is prepared to start immediately on the project. Our proposed schedule reflects the City's desire for the design to be completed quickly and efficiently. The schedule also includes several milestones for review and feedback from the City.

LAW ENFORCEMENT SPECIALIZED DESIGN EXPERTISE

Over the past 46 years ADG has had the opportunity to be involved in the programming, master planning, and design of police facilities throughout the United States. This extensive experience has provided their firm with an insight into those issues which are very specific to these facilities.

There are many areas of the police facility that should be given special design consideration including: public lobby, interior corridors, records, investigative services, property and evidence, crime lab, holding area, armory, SWAT/tactical ready room, briefing and muster, locker and shower rooms, physical agility rooms, community policing, victim interview/waiting room, and shooting range.

The crucial components that are to be considered in the planning and design of police facilities are grounded in the commitment to protect those specialized areas that present the highest risk and liability to the department, such as property and evidence. For example, if a law enforcement agency cannot prove in a court of law that the evidence has been secured and protected from potential access, tampering, or contamination by an unauthorized individual, then the evidence may be deemed inadmissible in a court of law.

PUBLIC ACCESS

The preliminary design approach to protecting the sanctity or chain of custody through design is to prohibit or limit public access to a controlled, highly visible, secure area only. The public must enter the facility through secured gate access points which are monitored and video recorded. With exception to the public accessed lobby/waiting/property return areas, all exterior doors require security access control. The public has no access beyond this point. Additionally, all walls, doors, and glazing adjacent to the lobby/waiting/property return space are bullet resistant, ballistic rated. Secure, programmable card-key access by authorized personnel only, is required beyond this point. This ensures both the safety of the public and law enforcement personnel and any potential contamination from an outside influence.



EVIDENCE HANDLING / PROPERTY AND EVIDENCE

The planning and design of Property and Evidence areas must incorporate all recognized criterion that address the four critical components. They include: (1) Preparation; (2) Processing; (3) Holding/Storage; (4) Support Infrastructure.

(1) Preparation: Law enforcement evidence custodians/technicians generally follow normal 9-5 business hours. However, a large majority of the Property and Evidence that comes into an agency does so after these hours and therefore must be accurately documented for the custodians/technicians to process and track the articles. The facilities must be outfitted with an area ADG refers to as the “bag and tag station.” This is where the officer will log in the article(s), assign a case number, and securely store the article(s) avoiding access by anyone other than the evidence custodian/technician. As an example, in our Miramar Crime Scene Facility design, evidence is brought to the Evidence Drop-Off through secured corridors and bagged and tagged for storage or further processing in the specialized, lockable evidence lockers. Also required is a chemical-resistant counter top work area typically with access to stored of container materials for packaging the property and evidence articles. The space also be locates a bank of evidence drop lockers of a variety of sizes to accommodate anything from DUI/DWI video tapes to rifles, as well as a group of refrigerated units that will preserve articles containing DNA or bodily fluids without risk of deterioration. This bank of evidence lockers is a front-loaded, locked and rear-retrieving configuration placed on a concrete curb with a floor drain located in close proximity to the refrigerated units as the condensation could be released



onto the immediate floor area.

(2) Processing: The processing of the property and evidence articles is generally done only by individuals trained and certified in the proper techniques to comply with the “sanctity of custody” regulations. Initial processing occurs in an open work area, most typically located directly on the secure side of the bank of evidence drop lockers. Again, chemical-resistant or stainless steel counter top work areas should be provided with an integral sink. The custodians/technicians will finalize the case identification for the articles and prepare them for storage. On many occasions, the evidence will need to be further examined by the technicians or crime scene analysts. This requires very specialized lab areas with particular concern to handling of hazardous and bio-hazardous materials. A vehicle evidence bay is often located adjacent to a vehicle sallyport area of the facility. The vehicle evidence bay must follow the same regulatory guidelines as other areas associated with the storage and processing of articles of property and evidence. The bays are typically sized a minimum of twenty (20) feet wide to accommodate personnel access on both sides of a vehicle with the doors open. They are outfitted with such components as epoxy chemical-resistant flooring surfaces, floor drains tied into an oil-water separator, pull-down electrical reels and low-velocity air distribution systems. Dual means of access control devices to monitor who has accessed these areas, and CCTV systems (closed circuit television cameras) used to record in color/digital format anyone occupying these spaces is also included. High performance artificial lighting must be provided.

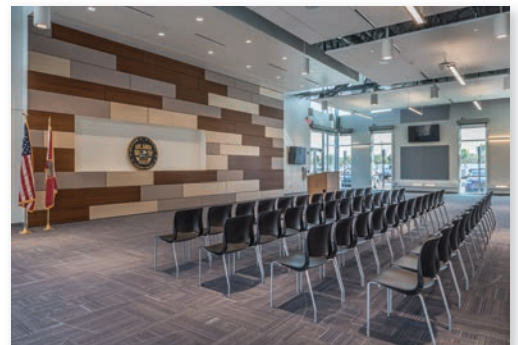
(3) Holding/Storage: The storage of property and evidence is as critical as the processing. Locating the articles relies on the accurate identification and recording of the pertinent case information associated with each article. The storage of the various types of articles is often segregated into the following definitions: Bulk Evidence, Cash/Valuables, Narcotics, Weapons, Cold-Case Files, Capital Case Files, DNA Evidence, etc. All holding areas must be equipped with dual-recording access control devices to meet law enforcement (CALEA) Accreditation standards. Likewise, any visitor to these areas must have their personal identification checked and verified, their times documented when entering and leaving, and signed by a witness typically the custodian/technician working this area. High density storage systems are often utilized to maximize the use of these areas. High volume ceilings shall be provided to accommodate the storage systems.

(4) Support Infrastructure: The property and evidence areas of any law enforcement agency pose one of the highest areas of potential liability for that agency. The entire “compound” of the area must be contained within a security perimeter constructed out of tamper proof (solid concrete walls) and ceilings, or of similarly secure construction. The area is provided air conditioning systems designed to for 100% exhaust and 100% make-up fresh air to ensure that none of the air from these areas is recycled into the main facility due to the concern of airborne pathogens that may be contained within the articles being stored or processed. Any HVAC ductwork which breaches the perimeter of this area that is larger than six (6) inches in diameter should be installed with No. 5 steel reinforcing bars (5/8” diameter) at four (4) inches on center and embedded into the concrete at both ends no less than four inches each side. The accessibility to the area is regimentally documented at both entering and exiting by all individuals. This is easily accommodated through the use of sophisticated dual-recording access control devices as previously noted. A variety of technology is available such as fob readers, proximity cards, key pads, biometric readers, or a combination thereof. Strict adherence to these protocols and the accreditation standards will confirm an agency maintains the sanctity of custody.



COMMUNITY ENGAGEMENT FOR 21ST CENTURY POLICING

Law enforcement is constantly evolving to meet the needs of today’s environment. One of the biggest trends we have seen in the last few years is the emphasis on community engagement and policing. The premise of community engagement is to involve and build relationships with members of the community in order to strengthen the department’s presence. We will work with VPD staff, as we have done with many other police departments, to identify and account for these spaces within the assessment and design of the new public safety facility.



There are many ways to implement this philosophy; however, facility design can play a critical part in the department's community engagement initiatives. During the planning phases, our staff will meet with the police department to discuss exactly what their specific community needs are. We will then discuss contemporary trends in design, which will detail spaces that can be used to connect with the community. ADG is knowledgeable in this trend and will be able to provide examples related to how the interior and exterior of the building can facilitate community engagement initiatives. At the 2016 IACP Conference, ADG spoke on the implementation of design strategies to promote the Community Oriented Policing Philosophy.

CALEA / CPTED / CFLEA STANDARDS

CALEA Accreditation is recognized as a means of maintaining the highest standards of professionalism in many law enforcement agencies and their facilities. Several states have followed CALEA and established an Accreditation Commission. Generally, the goals of accreditation and the process follow the National Accreditation Program model. The Commission for Florida Law Enforcement Accreditation (CFLEA) was formed through the combined efforts of several law enforcement agencies in Florida for the purpose of providing member agencies a network of Law Enforcement professionals encouraging communication, mutual cooperation, support, and sharing of resources. CFLEA provides all members with current relative information pertaining to National and State Accreditation. Although the aim of an accreditation program is to enhance the entire spectrum of professional law enforcement services, the facilities available to an agency have a significant impact on success, and more importantly, protects the municipal entity from potentially frivolous litigation. An agency requires adequate and appropriate space for personnel to conduct their work. Certain areas of the facility are assessed and continually undergo scrutiny of how it protects the interests of the department, its personnel, and the citizens coming into contact within the facility. Areas which may be evaluated include the records unit, training, patrol, property and evidence, vehicle storage and detention, hazardous materials storage, criminal investigations, intake and holding, and dispatch. Programming the facility with these standards in mind, will assist the City in the accreditation process.



Crime Prevention Through Environmental Design (CPTED) is defined as a multi-disciplinary approach to deterring criminal behavior through environmental design. CPTED strategies rely upon the ability to influence offender decisions that precede criminal acts by affecting the built, social, and administrative environment. Ian Reeves, AIA, IALEP, ICA, our team's Law Enforcement Design Architect, has undergone significant training and is an expert in both CPTED and CALEA design standards. ADG is often contracted specifically because of his knowledge and experience with facility design that meets or exceeds accreditation requirements standards.

SUFFICIENT PARKING FOR STAFF AND PUBLIC

Site planning begins the process of defining how the proposed facility will come together. Clearly defined separation of the public and staff vehicles will be accomplished through a series of design measures including the use of readily discernible signage, perimeter security walls and gates, and CCTV surveillance systems. The implementation of design initiatives such as those promoted by the International CPTED Association (ICA), which ADG is a long-standing member of, will decrease opportunities for crime and provide a heightened sense of safety to the visitors and users of the facility. These measures have been incorporated into every law enforcement facility ADG has designed.



SECURITY

Security of the facility, both interior and exterior, will play a major role in the design of this project. The use of International Association of Property and Evidence (IAPE) design standards to enhance the "chain of custody" will guide our security response plan to ensure the interior of the facility also meets or exceeds The Commission on Accreditation for Law Enforcement Agencies (CALEA) standards. Our team will utilize Unified Facilities Criteria guidelines for setback and levels of security for the exterior of this project. Crime Prevention Through Environmental Design (CPTED) concepts will also be discussed during the design stages to include passive concepts to enhance the security of the facility without creating a system totally



dependent on electronic access control and surveillance. Our team's security and technology expert, Marwan Rashid, is highly sought after for his expertise in law enforcement security plans. He possesses credentials in PSP and CPTED standards and has over 12 years of security design experience. TLC's Security and Technology Group has worked with ADG on more than 55 public safety projects. Our team's objective will be to design a security support system that facilitates staff access while minimizing the opportunity for the general public to impede on secure, daily operations

Security control is only one of the tools to provide protection of evidence and staff. Established operational procedures including "chain of custody" must also be established and followed to be successful. Security measures include the following procedures to protect and preserve the evidence:

1. CCTV coverage and NVR hard drive storage of all areas including the intake, storage, handling, and disposition times of evidence.
2. Vehicle inspection tear down bays to have door control access where only one door to the area can be opened at a time. Multiple cameras will be installed in all corners of the area used for tear downs/inspections.
3. Separate controlled access rooms within the evidence facility for fire arms, narcotics, and currency/valuables. For each of these spaces ADG typically provide dual credential access such as card and pin or card and biometrics. Additionally, within the rooms ADG would provide motion detection, as well as infrared camera coverage. AC grills shall be outfitted with internal bars to prevent access via the AC ducts to these rooms and possibly an in-duct sensor.
4. Temperature and humidity sensors/alarms to security control, as well as tie to cell phones when settings are exceeded for specific rooms or spaces.
5. Specific ventilation needs for areas where decomposition may occur.
6. Generator and UPS back up of key areas and equipment.

EOC / IT SERVICES SPECIALIZED DESIGN EXPERTISE

Our team's experience and understanding of Emergency Operation Centers and City-Wide IT Facilities centers on the recognition that there are specialized spaces associated with this type of project and the high level of expertise needed to design a facility with these components. Operations require specialized systems such as security, communications, audio/visual, specialized fire protection, HVAC, and electrical systems, as well as redundant back-up capacity for all of these components to function when primary sources of power, data, heating and cooling are not functioning. These systems require conformance to a variety of specialized code requirements and guidelines.

These facilities require the successful integration of these systems into the building architecture by establishing the specific equipment and systems needs of all end users to be housed in the facility. This is accomplished by interviewing representatives from all departments to understand their specific job requirements and facility needs. The team then utilizes a specialized systems consultant to work with the users to design a total systems package, including equipment, distribution cabling systems, and devices.

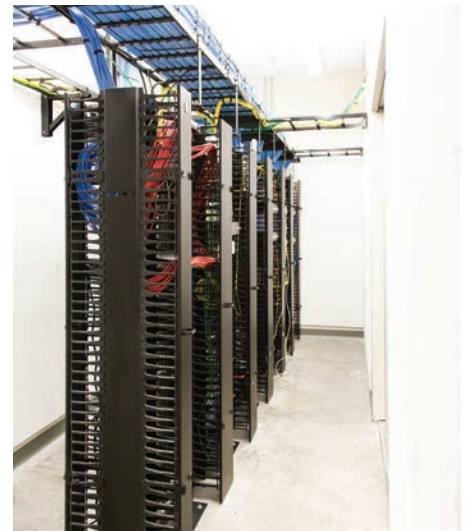
The architects then provide space for the installation of these components. Mechanical and electrical engineers will provide cooling systems, grounding, electrical and data power back up for optimal operation of the communication, security and audio visual systems. Once the design is complete for all integrated systems, cost estimating is done and prioritization of components are identified and completed.

Additionally, during the course of transition and migration from the existing to the new facility there are a number of key opportunities that must be considered. Our team's Security and Technology Consultant, will provide customized Security / Technology / IT checklists that outline the process. These checklists will cover the following process:



- Review of existing equipment/systems for end of life and transfer ability to the new building.
- Redundant systems at the new facility which may be new purchases as a part of the project.
- Existing systems that may remain in place at the existing building and the interface to the building such as radio antennas, etc.
- Planning associated with the actual transfer including checklists for the migration of existing equipment/systems, including the associated software for each item. This checklist will include the sign off box with date for owner.
- Initiation and testing of all communications data systems including outside provider connectivity and connectivity to the fiber network prior to cut over.
- Synchronization of the databases from the existing facility to the renovated facility for seamless transition at cut-over.
- Test of all communication systems in a non-live setting to verify the established operational characteristics which meet the design and safety criteria prior to going live.

Part of the process with any long-term project is to incorporate the idea of "On Time Technology". This process allows for the design of equipment to be placeholders until the appropriate time to place an order. This process must be carefully managed to give the end user the most current technology for the new facility with the added benefit most times of getting more "bang for the buck".



LETTER OF RECOMMENDATION



JAMES KINZLER, CPM, EA
Director of Capitol Planning,
Projects and Grants

352-241-7356
jkinzler@clermontfl.org

March 22, 2017

To Whom It May Concern:

In 2015 The City of Clermont hired Architects Design Group (ADG) to design a new, 2 story, 30,000 square foot police facility. Ian Reeves led the ADG design team in designing the physical layout of the facility. They listened to our needs and gave us a building that met our requirements and expectations.

With the completion of the new building, staff is proud to have a professionally designed facility that gives them the necessary work spaces that enable them to do their job. The community is also proud of the new facility and recognizes its importance as a recruitment tool to attract the very best police recruits for our community.

Ian and his team are extremely professional and responsive. ADG was a great partner from the design process to the completion of our much needed facility. ADG has shown their commitment to the City of Clermont and our new police station.

ADG has exceeded our expectations and we would strongly recommend them for similar projects, given our very positive experience.

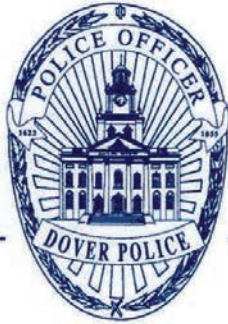
Sincerely,

A handwritten signature in black ink that reads 'James Kinzler'.

James Kinzler
Director of Capital Projects, Planning and Grants

685 W. Montrose Street • Clermont, FL 34711 • www.ClermontFL.gov

LETTER OF RECOMMENDATION



CITY OF DOVER, NEW HAMPSHIRE

POLICE DEPARTMENT



Anthony F. Colarusso, Jr.
Chief of Police

January 3, 2017

To Whom It May Concern:

It is with pleasure that I write this letter of recommendation on behalf of Ian Reeves and Architects Design Group. I have personally worked with Ian on the recently completed City of Dover Police Facility and Public Parking Garage project. Ian and his team's cooperation with police department staff was instrumental in the planning and budgeting of the project.

Architect Design Groups ability through the use of staff interviews and other methods to understand how we operate in order to determine our current and future space needs was instrumental in moving the project forward in a positive manner. Additionally, Ian's willingness to meet with City officials, community members, and police department staff in order to ensure the overall design and quality was vital in gaining support and authorization for the project.

Despite budget constraints as well as an extremely compact site, the design team, rose to the challenge of designing a state of the art police facility that has incorporated room for staff and programming growth for at least the next 20 years.

The hard work, dedication, and outstanding communication skills of the staff of Architect Design Group, as well as their ability to present information to various City and citizen groups was second to none. I heartily recommend Ian Reeves and the team at Architects Design Group for any project that requires their professional services

Very truly yours,

WILLIAM BREAUT

Captain

Commander, Field Operations Division

46 CHESTNUT STREET, DOVER, NEW HAMPSHIRE 03820-3783
(603) 742-4646 FAX (603) 749-3956

LETTER OF RECOMMENDATION



JOHNSTON POLICE DEPARTMENT

6221 Merle Hay Road
PO Box 410
Johnston, Iowa 50131-0410
515-278-2346

September 23, 2014

Reference: Architects Design Group

To Whom It May Concern:

Architects Design Group, Inc. provided design assistance to our lead architectural firm, Design Alliance of Waukee, Iowa in designing our joint police and fire facility. Ian Reeves led the ADG design team in designing the physical layout of the facility. We are tremendously happy with the building's appearance and flow of the work areas. Ian and his team demonstrated exceptional knowledge and skills in designing the entire building especially the liability sensitive areas of police operations (e.g., interview and interrogation, detention, property and evidence, records managements, and security features). We went from a refurbished grocery store that was never designed to be a police station to our newly built state of the art facility. There were no employee amenities/necessities in our old building (e.g., fitness area, locker rooms with showers, break room, or armory area to clean firearms). With the new building, staff is proud and pleased to have a professionally designed police station that gives them the necessary work spaces and employee necessities to do their jobs. The community is also proud of the new facility and recognizes the importance of the new facility as a recruitment tool to attract the very best police recruits for the community.

In closing ADG designed a very fine police facility that will serve our community for 50 plus years. It was also designed with adequate space to accommodate twenty years of employee population growth. Ian and his team were user friendly, flexible, helpful and, above all else, customer oriented. They listened to our needs, educated where necessary, and gave us a wonderfully designed facility to meet our needs and expectations. Thank you Ian Reeves and ADG Design Team.

Regards,

A handwritten signature in dark ink, appearing to read "Bill Vaughn".

Bill Vaughn
Johnston Police Chief

LETTER OF RECOMMENDATION



POLICE DEPARTMENT
CITY OF GEORGETOWN

December 22, 2016

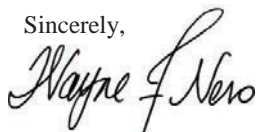
To Whom It May Concern:

In 2015 the Georgetown Police Department completed a \$29 million Public Safety Operations and Training Center. The project included a 76,000sf main building which included all of police operations, fire administration, emergency operations center, detention area, interview/interrogation suite, volunteer suite, communications center, three training rooms, defensive tactics area, property and evidence suite, CSI work lab, vehicle evidence bays, and a gym. The project included an 18,000sf tactical building with office space, rest rooms, functional fitness area, moveable walls for reality based training, catwalks, an area for video debriefs, an outdoor classroom, and an exterior turfed area for physical agility training. The project also included a slow speed driving track, exterior obstacle course, and design work for a future firearms range. The project is crown jewel of our community and the envy of Texas law enforcement agencies.

Since early 2012, I have had the distinct privilege of working very closely with the staff of Architects Design Group (ADG) of Winter Park, Florida. Ian Reeves, President and principal architect, and his staff have a wealth of knowledge and experience in public safety design. In checking the initial references of ADG, I was struck by one particular comment from another Chief I had spoken to with whom ADG had recently conducted work. The Chief commented on how he had gained a friend in Ian throughout the process. I can confidently state that after working with ADG for the last four years I have gained many friends within ADG. Ian and his staff have become more than our architectural firm providing a service. They have become part of our police family. They have listened to every concern, met every challenge, looked out for our best interests, provided the most value within our budget, and have been keenly attentive to our needs and preferences. While no project is without its issues, I have been impressed with ADG's responsiveness, collaborative approach to problem solving, and their results oriented mindset in working through some of the challenges on our project.

It is with great enthusiasm and confidence that I submit to you that ADG has exceeded my expectations and I would highly recommend their expertise. If I can ever answer any questions as to their suitability for public safety design I can be reached at (512) 966-9882.

Sincerely,



Wayne Nero
Chief of Police

LETTER OF RECOMMENDATION



CITY OF ORLANDO

POLICE DEPARTMENT

December 9, 2015

OFFICE OF
JOHN W. MINA
CHIEF OF POLICE



To Whom It May Concern:

I am pleased to be presented with the opportunity to express my appreciation to Architects Design Group (ADG) as an outstanding architectural firm. I would strongly recommend the use of their talents and abilities to perform any architectural, engineering and/or construction management activities on any facility.

In 2013, ADG, in association with H. J. High Construction, renovated an old bank building for the use of the Orlando Police Department's current Southwest Substation in Metrowest. This project consisted of 3,000 SF that replaced the antiquated substation located across the street that was under a yearly lease. The design requirements by the City of Orlando included bullet proof entry using the existing teller glass in the building; receptionist area protected by bullet proof glass; a briefing room and conference room; wireless service; one Captain office; four lieutenant offices; eight sergeant offices; and the replacement of the existing HVAC system. The schedule for completion of the substation did not exceed the established seven (7) months, including design time. ADG did however, exceed all of our expectations on the project.

On February 4, 2013, the *Orlando Sentinel* reported that Orlando City officials were exploring the idea of building a new \$40 million police headquarters and were already taking steps to obtain a 7.6-acre lot at South Street and Orange Blossom Trail, where the new building would be built. ADG and H. J. High Construction were again chosen as the Design-Build Team, and is well on its way to being completed at the end of 2016.

ADG's team has spent many hours meeting with the Orlando Police Management Team and engaging all OPD Staff in every step of the design build process. They have addressed our needs, acted efficiently to design changes, and have been positive throughout the process working with an extremely tight budget on FF&E.

Public buildings should reflect the community they represent. In my experience, ADG is one of the best in the industry at achieving that goal. I would not hesitate to work with ADG on future projects, and I would highly recommend them to other organizations without reservation.

Sincerely,

A handwritten signature in black ink, appearing to read "John W. Mina".

John W. Mina
Chief of Police

JMW/slm

PO BOX 913 • ORLANDO, FL 32802-0913
PHONE 407.246.2401 • FAX 407.246.3889 • CITYOFORLANDO.NET

LETTER OF RECOMMENDATION



G.T. RANSOM
FIRE CHIEF

SANFORD FIRE DEPARTMENT
1303 S. FRENCH AVENUE
SANFORD, FL 32771

TELEPHONE
407.688.5040

FACSIMILE
407.688.5041

WEBSITE
WWW.SANFORDFIRE.ORG

CITY COMMISSION

LINDA KUHN
MAYOR

ART WOODRUFF
DISTRICT 1

DR. VELMA H. WILLIAMS
DISTRICT 2, VICE MAYOR

RANDY JONES
DISTRICT 3

JACK T. BRIDGES
DISTRICT 4

ROBERT (SHERMAN) VEHL
CITY MANAGER

FIRE DEPARTMENT

January 20, 2010

To Whom It May Concern:

The City of Sanford Public Safety Complex was awarded a \$700,000 FEMA grant under the Hazard Mitigation Grant Program. Architects Design Group, Inc. identified and assisted the City in developing an innovative application for HMGP for new construction under the "wind retrofit" sub-category of HMGP. Although these grants are traditionally used to assist with costs to harden or retrofit existing facilities, this application involved establishing base line estimated costs for constructing the facility to Code minimum wind speeds and the additional costs and engineering associated with hardening or "pre-retrofitting" the building to a 150 MPH design wind speed. After numerous meetings with representatives from the Florida Division of Emergency Management, FEMA and a 30-month application review process, the City was finally awarded the grant and has already received the first reimbursement.

ADG, Inc.'s initiative and perseverance to this endeavor was a critical component in making our \$21 Million project a reality in such an uncertain fiscal climate. This effort was and continues to be characteristic of their approach to servicing the client.

Please feel free to contact me or Nick Mcray, Senior Project Manager, if you would like more information.

Sincerely,

Gerard T. Ransom
Fire Chief

GTR:clh

Proudly Serving Since 1873



**REQUIRED FORMS / CERTIFICATE
OF INSURANCE / CERTIFICATIONS**

CERTIFICATE OF INSURANCE - ADG



ARCHDES-07

JTORREZ

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/11/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ames & Gough 8300 Greensboro Drive Suite 980 McLean, VA 22102		CONTACT NAME: PHONE (A/C, No, Ext): (703) 827-2277		FAX (A/C, No): (703) 827-2279	
		E-MAIL ADDRESS: admin@amesgough.com			
		INSURER(S) AFFORDING COVERAGE			NAIC #
		INSURER A : RLI Insurance Company A+, XI			13056
		INSURER B : Berkley Design Professional Underwriters			32603
		INSURER C :			
		INSURER D :			
		INSURER E :			
		INSURER F :			

INSURED

Architects Design Group / ADG, Inc.
333 North Knowles Avenue
Winter Park, FL 32789

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contract Liab. GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			PSB0002744	01/12/2017	01/12/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			PSA0001665	01/12/2017	01/12/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			PSE0003117	01/12/2017	01/12/2018	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	PSW0002368	01/12/2017	01/12/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liab.			AEC-9013001-01	01/12/2017	01/12/2018	Per Claim/Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

The City of Venice
401 W. Venice Avenue
Venice, FL 34285

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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CERTIFICATE OF INSURANCE - FLEISCHMANGARCIA



CERTIFICATE OF LIABILITY INSURANCE

OP ID: TN

DATE (MM/DD/YYYY)
06/28/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Nolen Insurance Services 2203 N Lois Avenue # 900 Tampa, FL 33607		CONTACT NAME: Tim Nolen PHONE (A/C, No, Ext): 813-873-8384 FAX (A/C, No): E-MAIL ADDRESS: Tnolen@nolenins.com PRODUCER CUSTOMER ID #: FLEIS-1	
INSURED FLEISCHMAN GARCIA ARCHITECTS Suite 300 324 S Hyde Park Avenue Tampa, FL 33606		INSURER(S) AFFORDING COVERAGE INSURER A: Atlantic Specialty Ins. Co. NAIC # 27154 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS								
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$								
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$ \$ \$								
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$ \$								
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<table border="1"> <tr> <th>WC STATU-TORY LIMITS</th> <th>OTH-ER</th> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> </tr> </table>	WC STATU-TORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$
WC STATU-TORY LIMITS	OTH-ER														
E.L. EACH ACCIDENT	\$														
E.L. DISEASE - EA EMPLOYEE	\$														
E.L. DISEASE - POLICY LIMIT	\$														
A	A/E Professional Liability			DPL-6928-17	07/11/2017	07/11/2019	PER CLAIM 2,000,000 AGGREGATE 2,000,000								

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 ARCHITECTS & ENGINEERS PROFESSIONAL LIABILITY ON A CLAIMS-MADE BASIS WITH DEFENSE COSTS INSIDE THE LIMITS OF LIABILITY

CERTIFICATE HOLDER

CANCELLATION

For Proposal Purposes	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ACORD 25 (2009/09)

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CERTIFICATE OF INSURANCE - GENESIS



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/15/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies Company 104 Woodmont Blvd. Suite 400 Nashville TN 37205		CONTACT NAME: Judy Witt PHONE (A/C, No. Ext): E-MAIL ADDRESS: judy@crowfriedman.com		FAX (A/C, No):
INSURED Genesis Engineering Group, LLC 2201 Cantu Ct. Suite 118 Sarasota FL 34232		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Charter Oak Fire Ins Co		25615
		INSURER B: Travelers Indemnity Co		25658
		INSURER C: XL Specialty Insurance Company		37885
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES

CERTIFICATE NUMBER: CL1711847293

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			6807H471053	11/1/2017	11/1/2018	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 2,000,000
							GENERAL AGGREGATE \$ 4,000,000
							PRODUCTS - COMP/OP AGG \$ 4,000,000
							\$
A	AUTOMOBILE LIABILITY			BA4J151489	11/1/2017	11/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				PROPERTY DAMAGE (Per accident) \$
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB			CUP5G560790	11/1/2017	11/1/2018	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 2,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/>	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
C	Professional Liability			DPR9919145	11/1/2017	11/1/2018	Each Claim \$2,000,000
							Annual Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Specimen
For Proposal Purposes Only
Cancellation Clause Does Not Apply

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Michael Christian/JYW

Michael Christian

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ACORD 25 (2014/01)
INS025 (201401)

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CERTIFICATE OF INSURANCE - GEORGE F. YOUNG



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/17/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Wallace Welch & Willingham, Inc. 300 1st Ave. So., 5th Floor Saint Petersburg FL 33701		CONTACT NAME: Certificates/Commercial Lines PHONE (A/C, No, Ext): 727-522-7777 FAX (A/C, No): 727-521-2902 E-MAIL ADDRESS: certificates@w3ins.com	
INSURED GEORFYO-01 George F. Young of Florida Inc. George F. Young Inc. 299 Dr. Martin Luther King St N St Petersburg FL 33701		INSURER(S) AFFORDING COVERAGE INSURER A: Nat'l Fire Ins Co of Hartford INSURER B: Valley Forge Insurance Co./CNA INSURER C: Continental Insurance Co./CNA INSURER D: Atlantic Specialty Ins. Co. INSURER E: Continental Casualty Co./CNA INSURER F: Travelers Cas & Sur Co of America	NAIC # 20478 20508 35289 20443 31194

COVERAGES

CERTIFICATE NUMBER: 1109499135

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab <input checked="" type="checkbox"/> Cross Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	6046046081	4/1/2017	4/1/2018	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> PIP \$10,000	Y	Y	6046046064	4/1/2017	4/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp/Coll \$1,000 Ded
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$10,000	Y	Y	6046241064	4/1/2017	4/1/2018	EACH OCCURRENCE \$6,000,000 AGGREGATE \$6,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC6046241226	4/1/2017	4/1/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Protection & Indemnity Liab Professional/Pollution Liab Employment Practices		Y	B5JH26405 AEH591914142 681027	4/1/2017 10/15/2017 10/16/2017	4/1/2018 10/15/2018 10/16/2018	1,000,000 Per Claim 2,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Employment Practices/Crime/Fiduciary Liability - 10/16/2017-10/16/2018 - Policy Number 681027. Federal Insurance Company

Certificate Holder is additional insured on a primary and non-contributory basis, including completed operations, with respect to General Liability subject to terms, conditions, and exclusions of the policy.

Certificate Holder is additional insured on a primary basis with respect to Auto Liability subject to the terms and conditions and exclusions of the policy.

See Attached...

CERTIFICATE HOLDER

CANCELLATION

For Information Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ACORD 25 (2016/03)

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CERTIFICATE OF INSURANCE - TRCWW



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/3/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Crow Friedman Group A Risk Strategies Company 5141 Wheelis Drive Memphis, TN 38117 www.risk-strategies.com		CONTACT NAME: Canessa Jones PHONE (A/C, No, Ext): 901-820-0400 FAX (A/C, No): 901-820-0402 E-MAIL: canessa@crowfriedman.com ADDRESS:	
INSURED TRC Worldwide Engineering, Inc. 217 Ward Circle Brentwood TN 37027		INSURER(S) AFFORDING COVERAGE INSURER A: Lexington Insurance Company NAIC # 19437 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 34978777

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ OTHER:
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER:
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ OTHER:
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability		032834180	4/1/2017	4/1/2018	Each Claim \$2,000,000 Annual Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Specimen
For Proposal Only
Cancellation Clause Does Not Apply

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Michael Christian

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ACORD 25 (2016/03)

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34978777 | Master Prof 04/01/17-18 | Canessa Jones | 4/3/2017 4:21:05 PM (CDT) | Page 1 of 1

CERTIFICATE OF INSURANCE - TLC



TLCENGI-01

TBENSON

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/28/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Ames & Gough 8300 Greensboro Drive Suite 980 McLean, VA 22102		CONTACT NAME: PHONE (A/C, No, Ext): (703) 827-2277 FAX (A/C, No): (703) 827-2279 E-MAIL ADDRESS: admin@amesgough.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A : Valley Forge Insurance Company A(XV)	
		INSURER B : American Casualty Co of Reading, PA A(XV)	
		INSURER C : Continental Casualty Company (CNA) A, XV	
		INSURER D : Lexington Insurance Company A, XV	
		INSURER E :	
		INSURER F :	

INSURED
 TLC Engineering for Architecture, Inc.
 255 South Orange Ave
 Ste 1600
 Orlando, FL 32801

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:		4029282666	03/30/2017	03/30/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		4029282778	03/30/2017	03/30/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		6024385012	03/30/2017	03/30/2018	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	4029282814	03/30/2017	03/30/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liab.		027015035	03/30/2017	03/30/2018	Per Claim/Aggregate \$ 8,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER EVIDENCE OF COVERAGE	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ACORD 25 (2016/03)

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SEALED REQUEST FOR QUALIFICATIONS

SEALED REQUEST FOR QUALIFICATIONS CITY OF VENICE, FLORIDA

QUALIFICATIONS STATEMENT

The undersigned certifies under oath the truth and correctness of all statements and all answers to questions made hereinafter:

SUBMITTED TO:

CITY OF VENICE
Procurement- Finance Department
401 W. Venice Avenue Room # 204
Venice, Florida 34285

CHECK ONE:

- ☒ Corporation
☐ Partnership
☐ Individual
☐ Joint Venture
☐ Other

SUBMITTED BY:

NAME: Architects Design Group
ADDRESS: 333 N. Knowles Avenue Winter Park, FL 32789
PRINCIPLE OFFICE: 333 N. Knowles Avenue Winter Park, FL 32789

1. State the true, exact, correct and complete legal name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the Proposer is:

Architects Design Group

The address of the principal place of business is:

333 N. Knowles Avenue Winter Park, FL 32789

2. If the Proposer is a corporation, answer the following:

- a. Date of Incorporation: 1971
- b. State of Incorporation: Florida
- c. President's Name: Ian Reeves
- d. Vice President's Name: None
- e. Secretary's Name: Sara Reeves
- f. Treasurer's Name: I.S.K. "Keith" Reeves
- g. Name and address of Resident Agent: N/A

3. If Proposer is an individual or partnership, answer the following:

a. Date of Organization: N/A

b. Name, address and ownership units of all partners:

c. State whether general or limited partnership: _____

4. If Proposer is other than an individual, corporation, partnership, describe the organization and give the name and address of principals:

THIS PAGE MUST BE COMPLETED & SUBMITTED WITH OFFER

- a. Under what other former names has your organization operated?

Architects Design Group of Florida, Inc.



State of Florida }
County of Orange } SS.

executed it. Joseph H. Cravins

Tonya H. Cronin

☒ Personally known to me, or ☐ Produced Identification: _____ ☐ DID take an oath, or ☐ DID NOT take an oath



Tonya H. Cronin
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF984317
Expires 5/6/2020

Architects Design Group / FleischmanGarcia Team 61

SEALED REQUEST FOR QUALIFICATIONS

SEALED REQUEST FOR QUALIFICATIONS CITY OF VENICE, FLORIDA

QUALIFICATIONS STATEMENT

The undersigned certifies under oath the truth and correctness of all statements and all answers to questions made hereinafter:

SUBMITTED TO: CITY OF VENICE
Procurement- Finance Department
401 W. Venice Avenue Room # 204
Venice, Florida 34285

CHECK ONE:

- ☒ Corporation
☐ Partnership
☐ Individual
☐ Joint Venture
☐ Other

SUBMITTED BY:

NAME: Architects Design Group
ADDRESS: 333 N. Knowles Avenue Winter Park, FL 32789
PRINCIPLE OFFICE: 333 N. Knowles Avenue Winter Park, FL 32789

1. State the true, exact, correct and complete legal name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the Proposer is:

Architects Design Group

The address of the principal place of business is:

333 N. Knowles Avenue Winter Park, FL 32789

2. If the Proposer is a corporation, answer the following:

- a. Date of Incorporation: 1971
- b. State of Incorporation: Florida
- c. President's Name: Ian Reeves
- d. Vice President's Name: None
- e. Secretary's Name: Sara Reeves
- f. Treasurer's Name: I.S.K. "Keith" Reeves
- g. Name and address of Resident Agent: N/A

3. If Proposer is an individual or partnership, answer the following:

a. Date of Organization: N/A

b. Name, address and ownership units of all partners:

c. State whether general or limited partnership: _____

4. If Proposer is other than an individual, corporation, partnership, describe the organization and give the name and address of principals:

THIS PAGE MUST BE COMPLETED & SUBMITTED WITH OFFER

FICTITIOUS NAME PROOF

③

APPLICATION FOR REGISTRATION OF FICTITIOUS NAME

Note: Acknowledgements/certificates will be sent to the address in Section 1 only.

FILED
SECRETARY OF STATE
DIVISION OF CORPORATIONS
10 FEB 12 PM 3:30

Section 1

1. Architects Design Group
Fictitious Name to be Registered (see instructions if name includes "Corp" or "Inc")

333 N. Knowles Avenue
Mailing Address of Business
Winter Park Florida 32789
City State Zip Code

3. Florida County of principal place of business: Orange
(see instructions if more than one county)

FEI Number: 591543158

G10000013981

This space for office use only

Section 2

A. Owner(s) of Fictitious Name if Individual(s): (Use an attachment if necessary):

1. Last First M.I.
Address
City State Zip Code

2. Last First M.I.
Address
City State Zip Code

B. Owner(s) of Fictitious Name if other than an individual: (Use attachment if necessary):

1. Architects Design Group/ ADG, Inc.
Entity Name
333 N. Knowles Avenue
Address
Winter Park, Florida 32789
City State Zip Code
Florida Document Number 450059
FEI Number: 591543158

2. Entity Name
Address
City State Zip Code
Florida Document Number
FEI Number:

☐ Applied for ☐ Not Applicable

☐ Applied for ☐ Not Applicable

Section 3

I the undersigned, being an owner in the above fictitious name, certify that the information indicated on this form is true and accurate. In accordance with Section 885.09, F.S., I further certify that the fictitious name to be registered has been advertised at least once in a newspaper as defined in chapter 50, Florida Statutes, in the county where the principal place of business is located. I understand that the signature below shall have the same legal effect as if made under oath.

[Signature] 1/15/10
Signature of Owner Date

E-mail address: (to be used for future renewal notification)

Phone Number: I.S.K. Reeves, V, President (407) 647-1706

Section 4

FOR CANCELLATION COMPLETE SECTION 4 ONLY: FOR FICTITIOUS NAME OR OWNERSHIP CHANGE COMPLETE SECTIONS 1 THROUGH 4:

I (we) the undersigned, hereby cancel the fictitious name _____
_____, which was registered on _____ and was assigned
registration number _____

Signature of Owner Date

Signature of Owner Date

Mark the applicable boxes ☐ Certificate of Status — \$10 ☐ Certified Copy — \$30
NON-REFUNDABLE PROCESSING FEE: \$50

Single CR4E001 (11/09)

PROJECT TEAM

PROJECT TEAM

TEAM NAME: Architects Design Group

FEDERAL ID No.: 59-1543158

Prime Role	Name & City of Residence of Individual Assigned to the Project	No. of Years Experience	Education, Degree(s)	Florida Active Registration Nos.
Principle-in-Charge	Ian Reeves, Winter Park, FL	23	BA Architecture MA Architecture	AR94944
Project Manager	Rick Mullis, Orlando, FL	18	BS Architecture MA Architecture	AR94009
Project Architect	Susan Gantt, Orlando, FL	30	BA Architecture	AR0013043
Project Construction Administrator	Jack Tavenner, Winter Park	40	AS Business	None
Other Key Member Associate Architect	Doug Watters, Sarasota, FL	25	Bachelor of Architecture	AR0012039
Other Key Member Assoc. Client Manager	Colin Derek, Sarasota, FL	20	Bachelor of Architecture	None
Sub-consultant Role	Company Name and Address of Office Handling this Project		Projected % of Overall Work on the Entire Project	Name of Individual Assigned to Project
Mechanical Engineer	Genesis Engineering Group, LLC 2201 Cantu Ct., Suite 118 Sarasota, FL 34232	24	9%	Mike Haney, PE, LEED AP, CxA
Electrical Engineer	Genesis Engineering Group, LLC 2201 Cantu Ct., Suite 118 Sarasota, FL 34232	25	9%	Peter Murphy, PE
Plumbing Designer	Genesis Engineering Group, LLC 2201 Cantu Ct., Suite 118 Sarasota, FL 34232	25	4%	Wade Aldredge, CPD
Civil Engineer	George F. Young 299 Dr. Martin Luther King Jr. St. N. St. Petersburg, FL 33701	39	8%	Mark Adler, PE, MBA
Structural Engineer	TRC Worldwide Engineering, Inc. 1211 N. Westshore Blvd., Suite 300 Tampa, FL 33607	50	10%	Thomas Hagood, PE, MS, SI
Security/Technology	TLC Engineering for Architecture 255 Orange Ave #1600, Orlando, FL 32801	11	1%	Marwan Rashid, CTS
Security/Technology	TLC Engineering for Architecture 255 Orange Ave #1600, Orlando, FL 32801	17	1%	Taw North, RCDD, LEED AP
Cost Estimation	CC & A P. O. Box 2086 Riverview, Florida 33568	30	1%	Bob Kaupp, LEED AP
Interior Design	Architectural Interiors, Inc. P.O. Box 598 Winter Park, Florida 32790	14	4%	Kelli Griffith, NCIDQ

THIS PAGE MUST BE COMPLETED & SUBMITTED WITH OFFER

PUBLIC ENTITY CRIME INFORMATION

PUBLIC ENTITY CRIME INFORMATION

A person or affiliate who has been placed on the State of Florida's convicted vendor list following a conviction for a public entity crime may not submit an RFQ proposal on a contract to provide any goods or services to a public entity, may not submit a response on a contract with a public entity for services in the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a CONSULTANT, supplier, Sub-Contractor, or CONSULTANT under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in **Section 2876.017, for CATEGORY TWO** for a period of 36 months from the date of being placed on the convicted vendor list.

I, Ian Reeves, being an authorized representative of the firm of
Architects Design Group, located at City: Winter Park State:
Florida Zip: 32789, have read and understand the contents of the Public
Entity Crime Information and of this formal RFQ package, hereby submit our proposal accordingly.

Signature: 

Date: 12/15/17

Phone: 407.647.1706

Fax: 407.645.5525

Federal ID#: 59-1543158

THIS PAGE MUST BE COMPLETED & SUBMITTED WITH OFFER

DRUG FREE WORKPLACE

DRUG FREE WORKPLACE

Preference shall be given to business with drug-free workplace programs. Whenever two or more RFQs, which are equal with qualifications and service, are received by the City for the procurement of commodities or contractual services, an RFQ received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, your firm shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the action that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under an RFQ, a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that as a condition of working on the commodities or contractual services that are under RFQ, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by an employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Concur _____

Variance _____

12/15/17

Date

Contractor's Signature

THIS PAGE MUST BE COMPLETED & SUBMITTED WITH OFFER

INDEMNIFICATION/HOLD HARMLESS

INDEMNIFICATION/HOLD HARMLESS

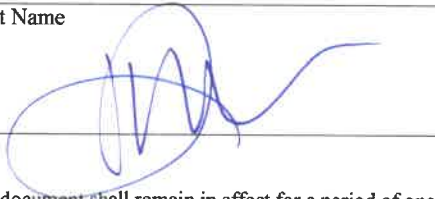
The elected firm shall indemnify and hold harmless the City and its officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the elected firm and other persons employed or utilized by the elected firm in the performance of the contract.

I, Ian Reeves, being an authorized representative of the firm of Architects Design Group located at City 333 N. Knowles Avenue, State Winter Park, FL, Zip Code 32789 Phone: 407.647.1706 Fax: 407.645.5525. Having read and understood the contents above, hereby submit accordingly as of this Date, 12/15/17, 2017.

Ian Reeves

Please Print Name

Signature



This signed document shall remain in effect for a period of one (1) year from the date of signature or for the contract period, whichever is longer.

THIS PAGE MUST BE COMPLETED & SUBMITTED WITH OFFER

CERTIFICATION REGARDING DEBARMENTS, ETC.

**CERTIFICATION REGARDING DEBARMENTS, SUSPENSION, INELIGIBILITY AND
VOLUNTARY EXCLUSION-LOWER TIER FEDERALLY FUNDED TRANSACTIONS
STATE OF FLORIDA GRANT ASSISTANCE PURSUANT TO
AMERICAN RECOVERY AND REINVESTMENT ACT UNITED STATES
DEPARTMENT OF ENERGY AWARDS**

1. The undersigned hereby certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. The undersigned also certifies that it and its principals:
 - a. Have not within a three-year period preceding this certification been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
 - b. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 2.(a) of this Certification; and (b) Have not within a three-year period preceding this certification had one or more public transactions (Federal, State or Local) terminated for cause or default.
3. Where the undersigned is unable to certify to any of the statements in this certification, an explanation shall be attached to this certification.

Dated this 15th day of December, 2017.

By: 
Authorized Signature

President
Typed Name of Title

Architects Design Group
Recipient's Firm Name

333 N. Knowles Avenue
Street Address

Winter Park, FL 32789
City/State/Zip Code

THIS PAGE MUST BE COMPLETED & SUBMITTED WITH OFFER

CONFLICT/NON CONFLICT OF INTEREST AND LITIGATION

CONFLICT/NON CONFLICT OF INTEREST AND LITIGATION STATEMENT

CHECK ONE

- ☒ To the best of our knowledge, the undersigned firm has no potential conflicts of interest due to any other clients, contracts, or property interest for this project.

OR

- ☐ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interest for this project.

LITIGATION STATEMENT

IN FLORIDA ONLY, JUDGMENTS AGAINST THE FIRM, AND SUITS AGAINST CITY OF VENICE. INCLUDE ACTIONS AGAINST THE FIRM BY OR AGAINST ANY LOCAL, STATE, OR FEDERAL REGULATORY AGENCY.

CHECK ONE

- ☒ The undersigned firm has had no litigation adjudicated against the firm on any projects in the last five (5) years and has filed no litigation against City of Venice in the last five (5) years.

OR

- ☐ The undersigned firm, BY ATTACHMENT TO THIS FORM, submits a summary and disposition of individual cases of litigation in Florida adjudicated against the firm during the past five (5) years; all legal actions against City of Venice during the past five (5) years; and actions by or against any Federal, State and local agency during the past five (5) years.

Company Name: Architects Design Group
Authorized Signature: 
Name (print or type): Ian Reeves
Title: President

Failure to check the appropriate blocks above may result in disqualification of your proposal. Failure to provide documentation of a possible conflict of interest, or a summary of past litigation, may result in disqualification of your proposal. Should additional information regarding the above items come to the attention of City of Venice after award, the awarded contract shall be subject to immediate termination.

THIS PAGE MUST BE COMPLETED & SUBMITTED WITH OFFER

NON-COLLUSION AFFIDAVIT

NON-COLLUSION AFFIDAVIT

State of Florida }
County of Orange } ss.

Ian Reeves being first duly sworn, deposes and says that:

1. He/she is the Owner (Owner, Partner, Officer, Representative or Agent) of Architects Design Group the Proposer that has submitted the attached Proposal;
2. He/she is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;
3. Such Proposal is genuine and is not a collusive or sham Proposal;
4. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or have in any manner, directly or indirectly sought by agreement or collusion, or have in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any Proposer, firm, or person to fix the price or prices in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposal Work.

Signed, sealed and delivered
in the presence of:

Annmarie Keillor
Kathryn M. Krebs

By: [Signature]
IAN A. REEVES
(Printed Name)
PRESIDENT
(Title)

ACKNOWLEDGEMENT

State of Florida
County of Orange

On this the 15th day of December, 2017, before me, the undersigned Notary Public of the State of Florida personally appeared and (Names of individual(s) who appeared before Notary) whose name(s) in/are subscribed to within instrument, and he/she/they acknowledge that he/she/they executed it.

Tonya H. Cronin
NOTARY PUBLIC, STATE OF FLORIDA
NOTARY PUBLIC
SEAL OF OFFICE:

Tonya H. Cronin
(Name of Notary Public: Print, stamp, or type as commissioned)

☒ Personally known to me, or ☐ Produced Identification: _____ ☐ DID take an oath, or ☐ DID NOT take an oath

THIS PAGE MUST BE COMPLETED & SUBMITTED WITH OFFER

Tonya H. Cronin
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF984317
Expires 5/6/2020

Architects Design Group
Winter Park, FL · Dallas, TX
in association with
FleischmanGarcia
Sarasota, FL