

RFP NO. 20250217

CHARLOTTE COUNTY STRATEGIC MASTER SPACE PLAN

**DUE DATE: 3:00 P.M.
FEBRUARY 13, 2025**

**CHARLOTTE COUNTY
PURCHASING DIVISION**

18500 Murdock Cir, Ste 344
Port Charlotte, Florida 33948
Phone 941.743.1378



ADG 35 YEARS OF EXCELLENCE SINCE 1990
ARCHITECTURE, LLC
CREATE • INSPIRE • IMPROVE

Robert Taylor | AIA, NCARB, LEED AP BD+C | Certified CPTED
President 3820 Colonial Blvd, Ste. 100,
Fort Myers, Florida 33966 | LIC. #: AR0012668



The image is solely a conceptual illustration for presentation purposes and does not represent any final design, drawing, or idea of the projects.

LETTER OF INTEREST 03

I. TEAMPROPOSED FOR THIS PROJECT 11

II. PROPOSED MANAGEMENT PLAN 16

III. PREVIOUS EXPERIENCE OF TEAM PROPOSED FOR THIS PROJECT 19

IV. PROJECT CONTROL22

V. PRESENT PROPOSED DESIGN APPROACH FOR THIS PROJECT25

VI. PRESENT EXAMPLES OF RECENTLY ACCOMPLISHED
SIMILAR PROJECTS WITHIN FIVE (5) YEARS.30

VII. DESCRIBE YOUR EXPERIENCE AND CAPABILITIES IN
THE FOLLOWING AREAS.....34

VIII. VOLUME OF WORK36

IX. LOCATION38

X. LITIGATION.....40

XI. MINORITY BUSINESS42


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CHARLOTTE COUNTY
STRATEGIC MASTER SPACE PLAN



3820 Colonial Boulevard,
Ste. 100, Fort Myers, FL 33966
239-277-0554

LIC. #: AR0012668

February 13, 2025

**Kim Chamberlain, Senior Contract Specialist
Charlotte County Purchasing Department
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948-1094**

**RE: CHARLOTTE COUNTY STRATEGIC MASTER SPACE PLAN
RFP NO. 20250217**

Dear Selection Committee,

ADG Architecture, Ilc is pleased to submit our firm's qualifications for the Charlotte County Strategic Master Space Plan. With over 35 years of experience in architectural planning, governmental facility design, and strategic space programming, we specialize in creating efficient, adaptable environments that support the long-term operational needs of public institutions. Our team is dedicated to delivering a comprehensive, data-driven master plan that will guide Charlotte County's future growth, optimize space utilization, and enhance service delivery.

OUR QUALIFICATIONS & EXPERIENCE

ADG Architecture, Ilc has successfully worked with municipalities, counties, and government agencies on master planning, facility assessments, and public space optimization. Our experience includes educational, municipal, and civic projects that require a deep understanding of public service operations, regulatory requirements, and strategic long-term space planning.

OUR TEAM

ADG ARCHITECTURE, Ilc | Led by Robert Taylor, AIA, NCARB, LEED AP BD+C, ADG will serve as the prime consultant, overseeing all aspects of design, master planning, and project leadership to ensure a cohesive and visionary approach for the Charlotte Master Plan Space Study.

METRO FORECASTING MODELS (MFM) | With extensive experience working with Charlotte County, MFM brings expertise in land use forecasting, spatial modeling, and growth projections. Their Interactive Growth Model® (IGM) will ensure that the Charlotte Master Plan Space Study is data-driven, strategically aligned, and optimized for long-term infrastructure planning and space utilization.

ATWELL | A full-service consulting, engineering, and construction services firm, Atwell specializes in delivering innovative and sustainable solutions for real estate development, infrastructure, and renewable energy projects. Their expertise will be instrumental in ensuring efficient site planning, civil engineering, and environmental considerations for the project.

SERVICE-ORIENTED STAFF & CLIENT-FOCUSED APPROACH

At ADG, our culture is built on service, responsiveness, and collaboration. We pride ourselves on our ability to:

- Listen, engage, and adapt to evolving project needs.
- Offer proactive solutions that prioritize efficiency, functionality, and long-term adaptability.
- Deliver seamless coordination between County officials, department heads, and other key stakeholders.

With a hands-on, client-first mentality, our team is dedicated to exceeding expectations and ensuring the County's objectives remain the driving force behind every project phase. Together,



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this multidisciplinary team will bring a holistic approach to the Charlotte Master Plan Space Study, integrating design excellence, data-driven forecasting, engineering innovation, and sustainable planning solutions to meet the County's future needs.

DEDICATION TO CHARLOTTE COUNTY & TRUSTED PARTNERSHIP

Our headquarters is conveniently located just 47 minutes from the Charlotte County Purchasing Building, allowing for direct project oversight, real-time collaboration, and prompt response to County needs.

We remain fully committed to delivering a high-quality, strategic, and implementable master space plan that supports Charlotte County's long-term goals. We appreciate your consideration and look forward to the opportunity to serve the County in this critical initiative. We appreciate your consideration and look forward to the opportunity to contribute to Charlotte County's cultural and architectural legacy.

ADG Architecture, llc is excited about the opportunity to work with Charlotte County on this transformative project. We appreciate your consideration and look forward to the possibility of delivering a Strategic Master Space Plan that will serve as a road-map for future growth, operational excellence, and community impact.

Sincerely,

ADG Architecture, llc
Robert Taylor | AIA, NCARB, LEED AP BD+C | Certified CPTED Practitioner
President
BobT@alliancedesigngroup.com

State of Florida Department of State

I certify from the records of this office that ADG ARCHITECTURE, LLC is a limited liability company organized under the laws of the State of Florida, filed on January 20, 2012.

The document number of this limited liability company is L12000010249.

I further certify that said limited liability company has paid all fees due this office through December 31, 2025, that its most recent annual report was filed on January 7, 2025, and that its status is active.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Thirteenth day of January, 2025



[Signature]
Secretary of State

Tracking Number: 8099744731CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



Local Business Tax Receipt

ADG ARCHITECTURE LLC
ADG ARCHITECTURE LLC
3820 COLONIAL BLVD STE 100
FT MYERS, FL 33966

Dear Business Owner:

Your 2024 - 2025 Lee County Local Business Tax Receipt is attached below for account number / receipt number: **1061267 / 2000760**

If there is a change in one of the following, refer to the instructions on the back of this receipt.

- Business name
- Ownership
- Physical location
- Business closed

This is not a bill. Detach the bottom portion and display in a public location.

I hope you have a successful year.

Sincerely,

[Signature: Noelle Branning]
Lee County Tax Collector

✂

2024-2025 LEE COUNTY LOCAL BUSINESS TAX RECEIPT

Account Number: 1061267
Receipt Number: 2000760
State License Number: AR0012668

Account Expires: September 30, 2025

Location:
3820 COLONIAL BLVD STE 100
FT MYERS, FL 33966

May engage in the business of:	
ARCHITECT FIRM	
THIS LOCAL BUSINESS TAX RECEIPT IS NON REGULATORY	
Payment Information:	
PAID INT-00-02490535	07/30/2024 \$ 50.00

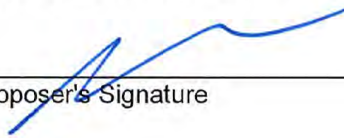
ADG ARCHITECTURE LLC
ADG ARCHITECTURE LLC
3820 COLONIAL BLVD STE 100
FT MYERS, FL 33966

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that ADG Architecture, llc
does: (name of business)

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 actions 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 available drug counseling, rehabilitation, and employee assistance 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 bid 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 bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law 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 any 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.



Proposer's Signature

2/13/25

Date

(This form must be completed & returned)

**HUMAN TRAFFICKING AFFIDAVIT
for Nongovernmental Entities Pursuant To FS. §787.06**

Charlotte County Contract #20250217

The undersigned on behalf of the entity listed below, (the "Nongovernmental Entity"), hereby attests under penalty of perjury as follows:

1. I am over the age of 18 and I have personal knowledge of the matters set forth except as otherwise set forth herein.
2. I am an officer or representative of the Nongovernmental Entity and authorized to provide this affidavit on the Company's behalf.
3. Nongovernmental Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.
4. This declaration is made pursuant to Section 92.525, Florida Statutes. I understand that making a false statement in this declaration may subject me to criminal penalties.

Under penalties of perjury, I declare that I have read the foregoing Human Trafficking Affidavit and that the facts stated in it are true.

Further Affiant sayeth naught.



Signature

Robert Taylor

Printed Name

Principal

Title

ADG Architecture, llc

Nongovernmental Entity

2/13/25

Date

END OF PART IV

(This form must be completed & returned)

**PART IV - SUBMITTAL FORMS
PROPOSAL SUBMITTAL SIGNATURE FORM**

1.	Project Team: Name and Title	Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence
	Robert Taylor, Principal in Charge	47	Fort Myers	Fort Myers	Alva
	M. Clarisa Parodi, Principal	28	Fort Myers	Fort Myers	Alva
	Frederick J. Koenig, Director of Architecture & Operations	28	Fort Myers	Fort Myers	Punta Gorda
	Claude Pullen, Senior Staff Architect	25	Fort Myers	Fort Myers	Punta Gorda
2.	Magnitude of Company Operations				
	A) Total professional services fees received within last 24 months:			\$	7,513,050.14
	B) Number of similar projects started within last 24 months:				5
	C) Largest single project to date:			\$	60,737,723.00
3.	Magnitude of Charlotte County Projects				
	A) Number of current or scheduled County Projects				1
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).			\$	0.00
4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided	
	Metro Forecasting Models	Bonita Springs, FL	15	Data Collection	
	Atwell	Port Charlotte, FL	10	Planning & Civil Engineering	
5.	Disclosure of interest or involvement: List below all private sector clients with whom you have an active pending contract and who have an interest within the areas affected by this project. Also, include any properties or interests held by your firm, or officers of your firm, within the areas affected by this project.				
	Firm	Address			
	Phone #	Contact Name			
	Start Date	Ending Date			
	Project Name/Description				

NAME OF FIRM ADG Architecture, llc

(This form must be completed and returned)

I. TEAM PROPOSED FOR THIS PROJECT

A. Background of the personnel

- 1. Project Manager**
- 2. Other Key Personnel**



I. TEAM PROPOSED FOR THIS PROJECT

A. BACKGROUND OF PERSONNEL

ADG Architecture, llc is a trusted architectural firm with a highly skilled team specializing in master planning, facility optimization, and space utilization strategies. Our personnel bring decades of expertise in commercial, governmental, and educational projects, ensuring innovative, functional, and adaptable designs that meet the evolving needs of our clients.

Our team is composed of experienced architects, planners, and project managers who have successfully delivered complex planning initiatives across Florida. We prioritize collaboration and strategic problem-solving, working closely with stakeholders to create solutions that enhance operational efficiency, foster community engagement, and provide long-term value.

For the Charlotte County Strategic Master Space Plan, our personnel bring extensive experience in government facility planning, space needs assessments, and long-range planning strategies. Our experts are well-versed in data-driven analysis, stakeholder engagement, and phased implementation planning, ensuring a seamless and adaptable framework that supports Charlotte County’s long-term vision.

With a proven track record of working with Charlotte County, our team has a deep understanding of local requirements, regulatory standards, and community priorities. We recognize the challenges of balancing growth with fiscal responsibility and are adept at delivering innovative, cost-effective solutions. Our personnel are committed to sustainability, resiliency, and efficiency—key principles that will drive the development of a strategic master plan that optimizes facility utilization while allowing for future expansion.

1. PROJECT MANAGER

	FREDERICK J. KOENIG AIA- NCARB Director of Architectural Services	
	Fred is a dynamic architect with nearly three decades of experience specializing in public safety, community, and governmental facilities. With a proven track record of overseeing major projects from conception to completion, Fred has led master planning efforts for significant initiatives, including public safety complexes and fire stations. Known for designing functional, innovative, and resilient spaces tailored to emergency response operations, Fred integrates modern design with operational and community needs. With in-depth knowledge of building codes, safety standards, and regulations, he consistently delivers thoughtful, community-centered designs that enhance functionality and exceed client expectations.	
ADG Architecture, llc	30 Years of Experience in Industry	01 Years of Experience with ADG Architecture, llc

EDUCATION | LICENSES | AFFILIATIONS

Bachelors of Science in Design, Clemson University | Associated in Applied Science in Architectural Technology, Suny Delhi, NY


- | | |
|---|---|
| <ul style="list-style-type: none"> ▶ Registered Architect / FI License #AR99709 ▶ Registered Architect / NY License #031617 (lapsed) ▶ National Council of Architectural Registration Boards ▶ American Institute of Architects, ▶ Gulf Coast Chapter, President(2020) | <ul style="list-style-type: none"> ▶ AIA, Gulf Coast Chapter, President-Elect (2019) ▶ AIA, Central New York, Past President ▶ Argus Foundation 2018 - 2020 ▶ 2030 Challenge (Individual) ▶ Former member of NYSCOSS |
|---|---|

RELEVANT PROJECTS	LOCATION
NEW COLLEGE OF FLORIDA - 2024 CAMPUS MASTER PLAN	SARASOTA, FLORIDA
RESCUE MISSION - CAMPUS MASTER PLAN	SYRACUSE, NEW YORK
SPRINGBROOK - CAMPUS MASTER PLAN	ONEONTA, NEW YORK
Morris Central Schools - Campus Master Plan	Morris, NEW YORK



I. TEAM PROPOSED FOR THIS PROJECT

2. OTHER KEY PERSONNEL

	<p>ROBERT TAYLOR AIA, NCARB, LEED AP BD+C Certified CPTED Practitioner President</p>
<p>ADG Architecture, llc</p>	<p>Robert founded ADG Architecture, llc in 1989, bringing over 46 years of expertise in architectural design and master planning. With extensive experience in government and municipal facility planning, he has successfully led design and engineering teams for clients including the Army Corps of Engineers, municipal governments, and local agencies. Under his leadership, ADG Architecture, llc has built a strong portfolio of strategic master planning projects, specializing in space optimization, resilient infrastructure, and long-term facility planning.</p>
<p>46 Years of Experience in Industry</p>	<p>His expertise in adaptive space planning, operational efficiency, and sustainable design will be instrumental in developing a comprehensive and future-focused Charlotte County Strategic Master Space Plan that meets the county’s evolving needs.</p>
<p>▶ State of Florida Architect License # AR0012668 ▶ State of Florida Threshold Building Inspector ▶ State of Michigan Architect License# 1301027988 ▶ State of Alabama, Louisiana, Mississippi Architect</p>	<p>EDUCATION LICENSES AFFILIATIONS Bachelors of Architecture Lawrence Technological University Southfield, MI</p> <p>▶ American Institute of Architects ▶ Charlotte County Economic Development ▶ AP BD+C LEED Accredited Professional ▶ Crime Prevention Through Environmental Design Cert.</p>

	<p>CLARISA PARODI AIA Associate, Certified CPTED Practitioner Principal</p>
<p>ADG Architecture, llc</p>	<p>Clarisa joined ADG Architecture, llc in 2002, bringing over 22 years of expertise in architectural design and construction. Her focus on government facilities, community spaces, and ADA-compliant design has made her a key asset in strategic space planning and facility optimization. Clarisa has played a significant role in projects across Southwest Florida, contributing to functional, resilient, and community-focused facilities. Her experience includes space planning for municipal buildings, emergency response centers, and government facility renovations, ensuring compliance with safety standards and operational efficiency.</p>
<p>30 Years of Experience in Industry</p>	<p>Clarisa led the Charlotte County Space Master Plan Phase 2, demonstrating her ability to develop long-term, data-driven planning strategies that optimize facility usage and accommodate future growth. Notably, her work on the Sanibel Police Department project showcased her expertise in balancing innovative design with long-term functionality.</p> <p>Her expertise in ADA-compliant design, resilient infrastructure, and strategic master planning will be instrumental in shaping an efficient and future-ready Charlotte County Strategic Master Space Plan, ensuring facilities align with the county’s operational needs, sustainability goals, and long-term vision.</p>
<p>EDUCATION LICENSES AFFILIATIONS Bachelor of Architecture School of Architecture Urbanism and Design, Universidad Nacional de Mar del Plata, Buenos Aires</p> <p>▶ American Institute of Architects Associate ▶ PROCORE Certified ▶ Crime Prevention Through Environmental Design Certified</p>	

RELEVANT PROJECTS	LOCATION
CITY OF FORT MYERS, SITE SURVEYS AND REPORT WITH COST PROJECTIONS FOR ADA COMPLIANCE,	FORT MYERS, FLORIDA
CHARLOTTE COUNTY STRATEGIC MASTER-PLAN PHASE 2	CHARLOTTE COUNTY, FLORIDA
FIRST ALLIANCE CHURCH MASTER-PLAN	PORT CHARLOTTE, FLORIDA
VETERAN PARK K-8 MASTER-PLAN	LEHIGH ACRES, FLORIDA
CITY OF SANIBEL SPACE STUDY	SANIBEL, FLORIDA
FGCU NEW CAMPUS	PUNTA GORDA, FLORIDA
CAPE CORAL COLLEGE EXPANSION	CAPE CORAL, FLORIDA
DESOTO COUNTY ADMINISTRATION BUILDING	DESOTO COUNTY, FLORIDA
CHARLOTTE COUNTY ENVIRONMENTAL CAMPUS SPACE UTILIZATION STUDY	CHARLOTTE COUNTY, FLORIDA

I. TEAM PROPOSED FOR THIS PROJECT

2. OTHER KEY PERSONNEL



CLAUDE PULLEN | AIA, NCARB, LEED AP BD + C
Senior Staff Architect, Building Envelope Specialist

Claude joined ADG Architecture, llc in 2006, bringing extensive experience in architectural design, construction, and project management for government facilities and public sector projects.

With a strong understanding of municipal space planning and infrastructure development, he has successfully led government facility assessments, space utilization studies, and master planning efforts. His expertise in developing construction standards, optimizing facility layouts, and ensuring compliance with the Florida Building Code makes him a key contributor to the Charlotte County Strategic Master Space Plan, ensuring that county facilities are functional, resilient, and adaptable to future needs.

ADG Architecture, llc

25 Years of Experience
in Industry

EDUCATION | LICENSES | AFFILIATIONS

Bachelor of Architecture, Catholic University of America, Washington, D.C.

- ▶ State of Florida Architect License # AR93455
- ▶ State of Virginia Architect License#0401011358
- ▶ American Institute of Architects
- ▶ N.C.A.R.B. National Council of Architectural Registration Boards)
- ▶ PROCORE Certified Architect

RELEVANT PROJECTS	LOCATION
CITY OF FORT MYERS, SITE SURVEYS AND REPORT WITH COST PROJECTIONS FOR ADA COMPLIANCE,	FORT MYERS, FLORIDA
DESOTO COUNTY FIRE STATION 1 STUDY	DESOTO COUNTY, FLORIDA
SONSHINE CHRISTIAN SCHOOL FEASIBILITY STUDY	FORT MYERS, FLORIDA

3. CONSULTANTS



TODD R. REBOL, PE
Vice President

Todd is a Vice President with over 20 years of experience in master planning, project management, and governmental facility development. As the manager of the Port Charlotte branch office, he oversees operations serving Charlotte County, DeSoto County, Sarasota County, and the City of North Port.

His expertise in strategic planning, permitting, and infrastructure development ensures that the right team members are assigned to optimize engineering, surveying, and space planning efforts. Todd's leadership and deep understanding of regional growth, facility management, and operational efficiency will be instrumental in developing a comprehensive and data-driven Charlotte County Strategic Master Space Plan.

ATWELL
Engineering

20 Years of Experience
in Industry

EDUCATION | LICENSES | AFFILIATIONS

Bachelor of Science Mechanical Engineering University of South Florida

- ▶ Professional Engineer Florida, No. 64040
- ▶ Charlotte County Industrial Development Authority
- ▶ Charlotte County Economic Development Partnership
- ▶ Charlotte County Chamber of Commerce
- ▶ Charlotte/DeSoto Building Industry Association

RELEVANT PROJECTS	LOCATION
FAMILY SERVICES CENTER - PHASE I	CHARLOTTE COUNTY, FLORIDA
DISTRICT ONE SHERIFF'S OFFICE	CHARLOTTE COUNTY, FLORIDA
MURDOCK VILLAGE, CONCEPTUAL MASTERPLAN	PORT CHARLOTTE, FLORIDA
HARBOR BOULEVARD IMPROVEMENTS	CHARLOTTE COUNTY, FLORIDA



I. TEAM PROPOSED FOR THIS PROJECT

3. CONSULTANTS



ALEXIS CRESPO, AICP, LEED@ AP
Vice President of Planning

Alexis brings extensive planning expertise in Southwest Florida and is a certified AICP professional with a strong background in government facility planning, land use policy, and strategic growth management. She has successfully led teams in the development of comprehensive plan updates, land development code amendments, and zoning strategies for municipal, institutional, and mixed-use developments.

Alexis regularly collaborates with local governments to shape long-term land use and facility planning policies, ensuring alignment with growth projections and operational needs. Her expertise in regulatory analysis, spatial planning, and public sector development will be key in guiding the Charlotte County Strategic Master Space Plan to support efficient, sustainable, and future-ready government facilities.

ATWELL
Engineering

20+ Years of Experience in Industry

EDUCATION | LICENSES | AFFILIATIONS
Ryerson University, Bachelor of Urban & Regional Planning

- ▶ AICP Certified Planner No. 022560
- ▶ American Planning Association, past Chair of Promised Lands Section
- ▶ Florida Planning & Zoning Association, past V.P. of Financial Affairs, Board of Governors
- ▶ Urban Land Institute Real Estate Investment Society

RELEVANT PROJECTS	LOCATION
MARCO ISLAND COMPREHENSIVE PLAN UPDATE CITY OF MARCO ISLAND, FL	MARCO ISLAND, FLORIDA
COMPREHENSIVE PLAN & LDC UPDATES	BONITA SPRINGS, FL
GREATER PINE ISLAND COMMUNITY PLAN	LEE COUNTY, FLORIDA



DAVID FARMER, AICP, PE, MPA
Population Expert

David brings extensive expertise in long-range planning, growth management, and facility forecasting, assisting governments in strategic space planning and infrastructure development. His experience includes land development, policy analysis, and data-driven research, ensuring well-informed decision-making for government facility planning.

David takes an active leadership role in every Metro Forecasting Models (MFM) project, applying a reliable, communicative, and service-oriented approach. His relevant experience in growth, mobility, and facility forecasting for Collier County, Lee County, and Martin County, FL will be instrumental in shaping a data-driven, forward-thinking Charlotte County Strategic Master Space Plan that effectively anticipates future space and operational needs.

MFM
Metro Forecasting Models

30 Years of Experience in Industry

EDUCATION | LICENSES | AFFILIATIONS
Master of Public Administration (MPA) Barry University Miami, FL

- | | |
|--|---|
| <ul style="list-style-type: none"> ▶ Member of the American Institute of Certified Planners (AICP) ▶ Florida Licensed Professional Engineer (PE) ▶ American Planning Association (APA) ▶ Instructor at Urban Land Institute (ULI)
Former District Council Chairman | <ul style="list-style-type: none"> ▶ Member of the American Institute of Certified Planners (AICP) ▶ Florida Licensed Professional Engineer (PE) ▶ American Planning Association (APA) ▶ Instructor at Urban Land Institute (ULI) |
|--|---|

RELEVANT PROJECTS	LOCATION
CHARLOTTE COUNTY INTERACTIVE GROWTH MODEL	CHARLOTTE COUNTY, FLORIDA
INTERACTIVE GROWTH MODEL 2016	CITY OF ALABAMA
COLLIER COUNTY SHERIFF'S OFFICE LONG-RANGE MASTER PLAN	COLLIER COUNTY, FLORIDA

II. PROPOSED MANAGEMENT PLAN

A. Background of the personnel

1. Project Manager
2. Other Key Personnel



II. PROPOSED MANAGEMENT PLAN

A. TEAM ORGANIZATION



ROBERT TAYLOR, AIA-NCARB, LEED AP BD+C, CPTED CERTIFIED

President

Bob will serve as the Principal in Charge for the ADG Architecture, llc team, providing overall leadership and ensuring the Charlotte County Strategic Master Space Plan is executed efficiently, on schedule, and within budget.



CLARISA PARODI, AIA ASSOCIATE, CPTED CERTIFIED
Principal

Clarisa will be overseeing the design process to ensure that the final project aligns with the vision and goals of Charlotte County.



FREDERICK J. KOENIG, AIA-NCARB | Director of Architectural Services

In the role of Project Director, he serves as the contact with owners, consultants, & contractors taking a project from programming through to completion.



CLAUDE PULLEN | AIA, NCARB, LEED AP BD + C
Senior Staff Architect

Claude Pullen specializes in building envelope systems, sustainability, and high-performance design. With a focus on durability and energy efficiency, he ensures resilient, long-lasting structures.



TODD R. REBOL, PE
Civil Engineering Consultant

Todd Rebol is a highly experienced civil engineering consultant specializing in infrastructure planning, site development, and municipal projects. With a strong background in engineering and sustainable development.



ALEXIS CRESPO, AICP, LEED® AP | Vice President of Planning

Alexis brings extensive planning expertise in Southwest Florida and is a certified AICP professional with a strong background in land use planning, zoning, and regulatory analysis.



DAVID FARMER, AICP, PE, MPA
Population Expert

David brings extensive expertise in long-range planning, growth management, and policy analysis, helping governments develop strategic, data-driven solutions. His experience spans planning, land development, and facility forecasting, with a strong focus on growth, mobility, and space utilization.

II. PROPOSED MANAGEMENT PLAN

1. LIST RESPONSIBLE LEADS FOR EACH INITIATIVE.

TASK	ADG	METRO	ATWELL
LEAD PROJECT SCOPE DEFINITION AND OBJECTIVES	Provide site planning input	Support data-driven planning insights	Support data-driven planning insights
STAKEHOLDER ENGAGEMENT	Facilitate meetings and collaboration	Provide infrastructure planning insights	Analyze community impact data
DATA COLLECTION & ANALYSIS	Assess spatial and facility data	Evaluate site conditions and utilities	Analyze demographic and growth data
NEEDS ASSESSMENT	Identify space and operational needs	Assess infrastructure capacity	Provide future space demand projections
GROWTH & DEVELOPMENT FORECASTING	Align spatial planning with growth	Evaluate land use implications	Develop long-term forecasting models
REGULATORY & POLICY REVIEW	Ensure compliance with building codes	Assess zoning and land-use policies	Support policy alignment with forecasts
SCENARIO PLANNING	Develop alternative space planning scenarios	Evaluate feasibility of infrastructure improvements	Model potential growth impacts
CONCEPTUAL DESIGN & SPACE PLANNING	Create optimized layouts and master plans	Integrate infrastructure and transportation planning	Ensure data-driven space optimization
SUSTAINABILITY & RESILIENCY PLANNING	Develop long-term resilient design strategies	Ensure sustainable site development	Incorporate environmental impact data
DRAFT MASTER PLAN DEVELOPMENT	Compile plan recommendations and design	Provide technical infrastructure insights	Validate projections and assumptions
STAKEHOLDER REVIEW & FEEDBACK	Present the draft plan and refine inputs	Address infrastructure feedback	Ensure data accuracy for review
FINAL MASTER PLAN & APPROVAL	Refine and finalize the master plan	Ensure compliance with infrastructure standards	Confirm alignment with projections
IMPLEMENTATION STRATEGY	Develop phased execution strategy	Support infrastructure implementation planning	Monitor growth trends for phased execution
MONITORING & EVALUATION	Track space utilization and performance	Assess infrastructure effectiveness	Update forecasting models as needed
MONITORING & EVALUATION	Support data-driven planning insights	Support data-driven planning insights	Support data-driven planning insights

III. PREVIOUS EXPERIENCE OF TEAM PROPOSED FOR THIS PROJECT

- A. Describe specific programming initiatives with similar scopes while identifying lead roles and responsibilities of each lead identified in Part II.
- B. Provide examples of individual roles in Strategic Planning Development and implementation plans.
- C. Provide examples of individual roles in completing a Master Space Plan within a fixed budget.
- D. Demonstrate ability to work with multiple stakeholders to gain collaborative input and deliver team-developed results.



III. PREVIOUS EXPERIENCE OF TEAM PROPOSED FOR THIS PROJECT

ADG and its team have focused on providing high quality consulting services to the public and governmental sector marketplace and our past and current list of these types of clients is quite extensive. We are committed to designing facilities that meet customer needs while maintaining an eye towards future population growth and the increasing demand on county provided services. Taking a very personal interest, our staff includes a number of citizens of Charlotte County who will be working on this project and their understanding of how the impact of this masterplan will affect the quality of life for current and future generations of Charlotte County citizens. ADG understands that Charlotte County has a very diverse population with different cultural expectations. Working with stakeholders ADG will address the social dynamic and their impacts for each county area. We understand that west county is not Babcock Ranch, nor is the needs of the south county area the same for the Murdock region of the county.

A. DESCRIBE SPECIFIC PROGRAMMING INITIATIVES WITH SIMILAR SCOPES WHILE IDENTIFYING LEAD ROLES AND RESPONSIBILITIES OF EACH LEAD IDENTIFIED IN PART II.

ADG ARCHITECTURE, llc

CHARLOTTE COUNTY SPACE MASTER PLAN STUDY, PHASE 2

ADG led a team that inventoried 45 Charlotte County facilities, providing graphic analysis and statistical data for each facility. The studies outcome provided the necessary data and foundation for developing the original and subsequent Charlotte County master plan.

PROJECT LEAD ROLE AND RESPONSIBILITY

Clarisa Parodi, AIA Associate, CPTED Certified

Clarisa provided project leadership and management for the Charlotte County facility inventory and master planning effort, ensuring a thorough assessment of 45 county facilities. She took a hands-on approach, actively participating in field surveys to gather accurate data on facility conditions and spatial utilization. Clarisa oversaw the graphic analysis and statistical reporting, helping to establish the foundation for the original and subsequent Charlotte County master plans. Her expertise in facility planning and CPTED principles contributed to a strategic, data-driven approach to long-term space planning.



ADG ARCHITECTURE, llc

CITY OF FORT MYERS CITY HALL PROGRAMMING AND SPACE PLAN STUDY

The City of Fort Myers has undergone a renaissance in terms of redevelopment, population growth and increasing demand for core services. With a severe limitation on physical space and tight budget, ADG evaluated how various city departments could be redeployed within the City Hall Campus so that city staff could be accommodated.

PROJECT LEAD ROLE AND RESPONSIBILITY

Robert Taylor, AIA-NCARB, LEED AP BD+C, CPTED Certified

Robert collaborated closely with city officials, department heads, and planning consultants to understand the evolving needs of city services and explore redeployment strategies within the City Hall Campus. He led the team in developing conceptual space plans that optimized efficiency, functionality, and adaptability while working within budget constraints. His expertise in sustainable design, security planning (CPTED), and municipal facility programming was instrumental in crafting a strategic, long-term solution for Fort Myers' growing municipal operations.



METRO FORECASTING MODEL

CHARLOTTE INTERACTIVE GROWTH MODEL

In 2023, Charlotte County partnered with Metro Forecasting Models, LLC (MFM) to develop the Charlotte Interactive Growth Model (CIGM). The model was designed to analyze micro and macro development trends using the best available spatial demographic data, including information from the 2020 Census.

PROJECT LEAD ROLE AND RESPONSIBILITY

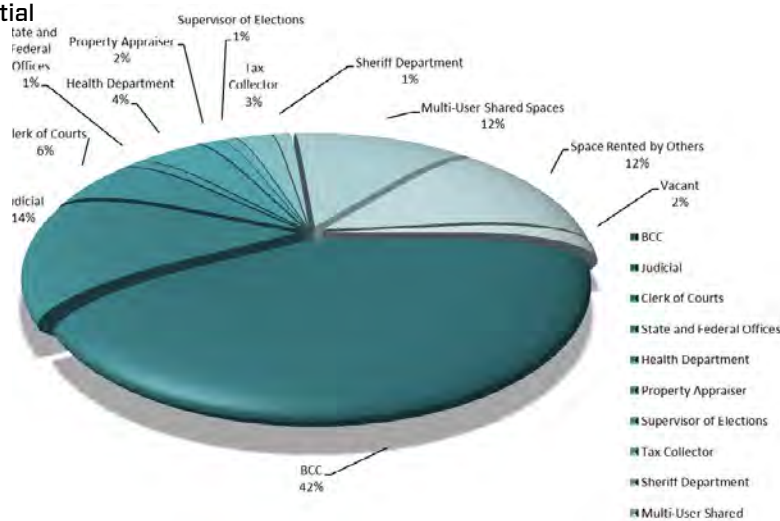
Metro Forecasting Models, LLC (MFM)

Led the development of the CIGM, incorporating spatial modeling and growth analytics.

Charlotte County Administrators & Community Development Leaders: Provided policy direction and land-use priorities.

GIS Specialists & Urban Planners

Modeled development patterns and land-use changes over time. This initiative provided a data-driven approach for long-term infrastructure, capital improvements, and transportation planning.



III. PREVIOUS EXPERIENCE OF TEAM PROPOSED FOR THIS PROJECT

B. PROVIDE EXAMPLES OF INDIVIDUAL ROLES IN STRATEGIC PLANNING DEVELOPMENT AND IMPLEMENTATION PLANS.

ADG ARCHITECTURE, llc

CHARLOTTE COUNTY SPACE MASTER PLAN STUDY, PHASE 2

Clarisa Parodi, AIA Associate, CPTED Certified

Clarisa organized and lead a team of Architects to survey 45 individual county facilities. This required careful project pre-planning and research prior to visiting each site to verify existing space layout and utilization. Once the data was secured, Clarisa developed the methodology and organizational matrix to which the data was assembled and inserted into the comprehensive master plan report. She structured the findings into a detailed space utilization analysis, identifying inefficiencies, opportunities for optimization, and future growth projections. Clarisa also coordinated with county officials and stakeholders to ensure the study aligned with operational needs and long-term strategic goals. Her leadership in Phase 2 of the Charlotte County Space Master Plan Study resulted in a well-organized, data-driven framework that will guide future facility planning and space allocation across the county.

METRO FORECASTING MODEL

CHARLOTTE INTERACTIVE GROWTH MODEL

- Identify realistic growth potential by mapping land-use changes over time.
- Prioritize capital improvement projects using a data-backed framework.
- Conduct long-range planning that incorporates real-time demographic and economic data.

The spatial modeling system created through this project ensures that Charlotte County can dynamically update its forecasts, adapting to emerging trends and policy changes.

C. PROVIDE EXAMPLES OF INDIVIDUAL ROLES IN COMPLETING A MASTER SPACE PLAN WITHIN A FIXED BUDGET.

ADG ARCHITECTURE, llc

CHARLOTTE COUNTY SPACE MASTER PLAN STUDY, PHASE 2

One of the outcomes of this master space planning effort was the identification of underused and surplus space that could be used for departmental expansion.

METRO FORECASTING MODELS, LLC

CHARLOTTE INTERACTIVE GROWTH MODEL

- Reduced costs by utilizing existing census and zoning data rather than conducting new large-scale surveys.
- Optimized budget planning by predicting infrastructure demands over multiple decades, preventing reactive spending.
- Enabled cost-efficient urban planning by aligning future growth projections with financial planning cycles.
- The CIGM provided an adaptable, long-term solution that allows the county to maximize resources while minimizing unnecessary expenditures.

D. DEMONSTRATE ABILITY TO WORK WITH MULTIPLE STAKEHOLDERS TO GAIN COLLABORATIVE INPUT AND DELIVER TEAM - DEVELOPED RESULTS.

ADG ARCHITECTURE, llc

CHARLOTTE COUNTY SPACE MASTER PLAN STUDY, PHASE 2

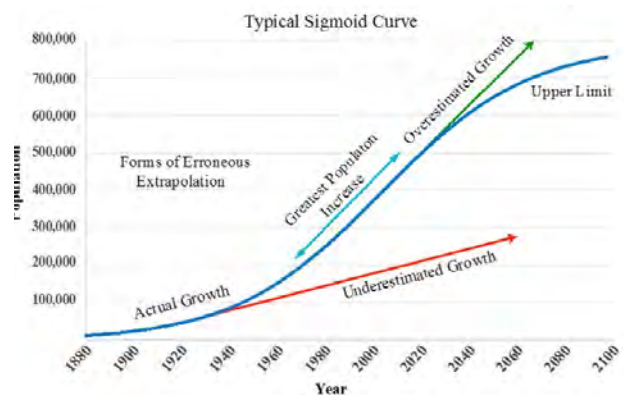
Clarisa Parodi and her team worked very closely with Charlotte County Staff in the preparation of the masterplan. Collaboration included the development of graphics and tables indicating various data fields in report spreadsheets.

METRO FORECASTING MODEL

CHARLOTTE INTERACTIVE GROWTH MODEL

- Collaborated with County Administrators, Community Development Leaders, and Public Services Teams to ensure the model met local needs and priorities.
- Received the Outstanding Study | Plan Award at the 2024 Florida Planning and Zoning Association Conference, highlighting its success in urban and regional planning.
- Through effective stakeholder engagement and data-driven methodologies, the CIGM continues to guide Charlotte County's future growth strategies.

LOGISTIC CURVE MODEL



Examples of models that demonstrate a comprehensive understanding of the current area and future population development.



AGGREGATE MODEL



DISAGGREGATE MODEL



IV. PROJECT CONTROL

A. Schedule

1. What techniques are planned to assure that schedule is met?
2. Who will be responsible for ensuring that the schedule will be met?

B. Cost

1. What control techniques are planned?
2. Demonstrate ability to meet project cost control.
3. Who will be responsible for the cost control?
4. Recent, current, and projected workload.



IV. PROJECT CONTROL

A. SCHEDULE

1. WHAT TECHNIQUES ARE PLANNED TO ASSURE THAT SCHEDULE IS MET?

- **Critical Path Method (CPM) Scheduling:** We will employ CPM to identify key tasks and dependencies, ensuring that the most critical activities receive priority to maintain the project timeline.
- **Weekly Task Tracking and Real-Time Reporting:** Utilizing advanced project management software, we will track progress on a weekly basis, generating real-time reports to promptly identify potential delays and mitigate risks.
- **Integrated Design and Planning Phases:** Where feasible, we will overlap design and planning activities to optimize the schedule, ensuring a seamless transition between project phases.
- **Continuous Schedule Validation:** We will regularly review and validate the project timeline against actual progress, implementing adjustments as necessary to maintain alignment with key milestones.

2. WHO WILL BE RESPONSIBLE FOR ENSURING THAT THE SCHEDULE WILL BE MET?

FREDERICK J. KOENIG, AIA-NCARB | will be assigned to oversee project timelines, coordinate team efforts, and ensure that all tasks remain on track. This individual will work closely with key stakeholders, including county officials and consultants, to facilitate seamless coordination and timely execution.

Bi-Weekly Coordination Meetings will be held with all stakeholders to review progress, address challenges, and maintain accountability for schedule adherence.

B. COST

1. WHAT CONTROL TECHNIQUES ARE PLANNED?

BUDGET INTEGRATION FROM PROJECT INCEPTION

Our team will work closely with stakeholders to ensure that budgetary constraints are integrated into the planning and implementation phases.

REAL-TIME BUDGET MONITORING

Using advanced financial tracking tools, we will continuously monitor project expenditures, ensuring alignment with the approved budget.

VALUE ENGINEERING AND COST OPTIMIZATION

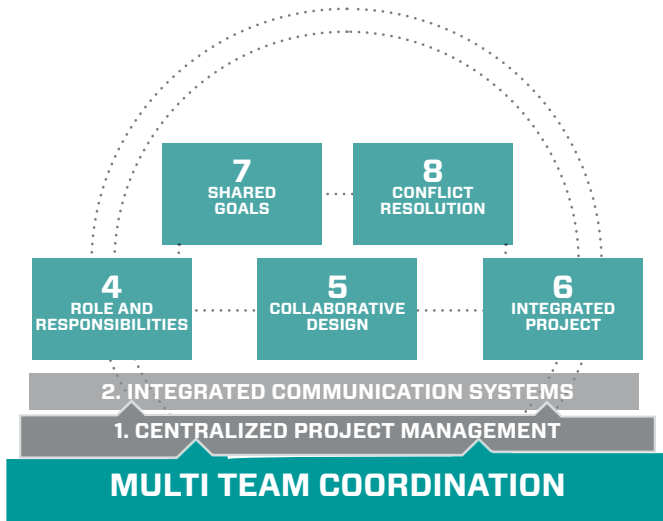
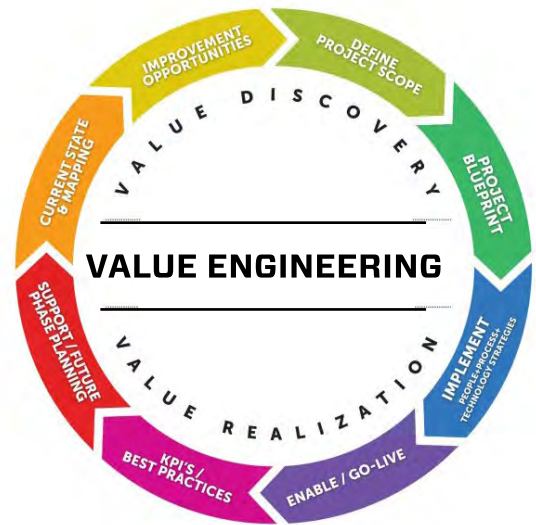
We will identify opportunities to maximize efficiency without compromising project goals, optimizing resources for cost-effective execution.

EARLY IDENTIFICATION OF COST RISKS

By conducting cost risk assessments at key project milestones, we will proactively address potential overruns before they impact the budget.

2. DEMONSTRATE ABILITY TO MEET PROJECT COST CONTROL.

Our approach ensures that budgetary considerations remain a



top priority throughout the project life-cycle, with continuous monitoring and validation of financial allocations.

Previous experience with government-funded master planning projects demonstrates our ability to successfully manage costs while delivering high-quality results.

3. WHO WILL BE RESPONSIBLE FOR THE COST CONTROL?

A Dedicated Cost Manager will oversee financial planning, monitor expenditures, and ensure that project costs remain within the established budget.

The Project Lead and Financial Oversight Team will provide additional support, offering strategic recommendations to optimize resource allocation.

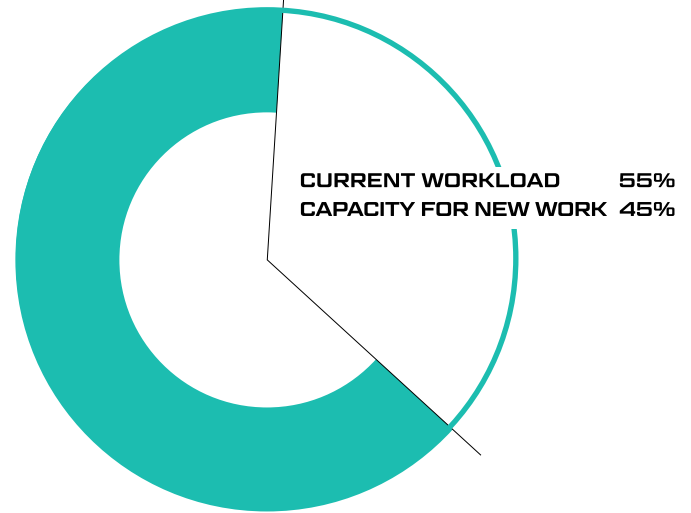
4. RECENT, CURRENT, AND PROJECTED WORKLOAD.



IV. PROJECT CONTROL

Our team is well-equipped with the resources and personnel to manage this project efficiently while maintaining commitments to other ongoing work. We have the capacity to provide additional manpower and support as needed to ensure the project stays on schedule and within budget.

By integrating structured scheduling techniques, proactive cost management strategies, and dedicated oversight, ADG Architecture is committed to delivering the Charlotte County Strategic Master Space Plan on time, within budget, and to the highest quality standards.



PROJECT NAME AND TYPE	PROJECT OWNER	STATUS %	COMPLETION DATE	STAFF SUPPORT LEVELS
“L” ELEMENTARY NEW CONSTRUCTION	The School Board of Lee County	CD*: 75% CA**: 0%	Design: Jun. 2025 Const.: Jun. 2025	Clarisa Parodi 15% Fred Koenig 10%
VETERANS PARK ACADEMY FOR THE ARTS & LEMUEL TEAL MIDDLE SCHOOL	The School Board of Lee County	CD*: 100% CA**: 40%	Design: Nov. 2023 Const.: Jun. 2025	Robert Taylor 5% Clarisa Parodi 20%
BONITA SPRINGS ELEMENTARY SCHOOL RENOVATIONS	The School Board of Lee County	CD*: 10% CA**: 0%	Const.: Sept. 2025	Robert Taylor 5% Claude Pullen 10% Sherese Powell 20%
CAPE CORAL TECHNICAL COLLEGE EXPANSION	The School Board of Lee County	CD*: 100% CA**: 0%	Design: Feb. 2025 Const.: Sept. 2026	Clarisa Parodi 10% Tim Griffin 10% Sherese Powell 20%
BAYSHORE K-8 CONVERSION	The School Board of Lee County	CD*: 30% CA**: 0%	Design: Feb. 2025 Const.: Apr. 2026	Robert Taylor 5% Claude Pullen 10%
N. FORT MYERS HIGH SCHOOL RE-ROOF	The School Board of Lee County	DD*: 100% CA**: 10%	Design: Mar. 2024 Const.: Jun. 2025	Robert Taylor 5% Claude Pullen 10%
Percentage of Staff Support Available for Architectural Services for the New Hardee School Board Projects	Robert Taylor	60%	● ● ● ○	
	Clarisa Parodi	65%	● ● ● ● ○	
	Fred Koenig	50%	● ● ● ○ ○	
	Claude Pullen	60%	● ● ● ● ○	
	Tim Griffin	60%	● ● ● ● ○	
	Sherese Powell	60%	● ● ● ● ○	

*CD: Construction Documentation
**CA: Construction Administration

V. PRESENT PROPOSED DESIGN APPROACH FOR THIS PROJECT

- A. Describe proposed programming implementation strategy to include scheduling recommendations.
- B. What problems do you anticipate and how do you propose to solve them?
- C. What approach will be taken to gather and utilize new and existing data, obtain industry standards, determine recommendations.
- D. Describe innovative approaches to resiliency planning.

V.



V. PRESENT PROPOSED DESIGN APPROACH FOR THIS PROJECT

A. DESCRIBE PROPOSED PROGRAMMING IMPLEMENTATION STRATEGY TO INCLUDE SCHEDULING RECOMMENDATIONS.

At ADG Architecture, our master planning approach is rooted in a structured, data-driven, and stakeholder-focused methodology that ensures a comprehensive and adaptable framework for facility development. We integrate collaborative engagement, strategic analysis, and innovative design solutions to create master plans that are flexible, cost-effective, and future-ready.

Our process begins with a blank framework, allowing us to develop a tailored, strategic approach based on extensive discussions, data analysis, and stakeholder input. We emphasize listening, research, and iterative refinement to ensure that each master plan reflects the unique needs and aspirations of the community it serves. Our core work plan includes:

ADG's PROJECT WORK PLAN

PROJECT FRAMEWORK DEVELOPMENT

Establishing a mission statement, guiding principles, and key project goals that drive the planning process.

STAKEHOLDER ENGAGEMENT & COLLABORATION

Conducting departmental surveys, interviews, and public input sessions to understand operational needs and future growth considerations.

DATA COLLECTION & ANALYSIS

Reviewing existing facility data, prior master plans, and industry benchmarks to create a realistic, informed foundation for the project.

PROGRAMMING & SPACE PLANNING

Evaluating current facility usage, space efficiency, and operational requirements, leading to the development of uniform space standards and a growth-responsive strategy.

FORECASTING & NEEDS ASSESSMENT

Utilizing population growth models and service expansion forecasting to align facility planning with future demands.

PHASED IMPLEMENTATION STRATEGY

Prioritizing projects based on urgency, feasibility, and funding availability, ensuring an organized and financially responsible execution.

PROJECT SCHEDULE & MILESTONES

A detailed timeline with key milestones is developed, ensuring transparency and accountability.

BUDGET CONTROL & COST MANAGEMENT

Continuous financial tracking, cost projections, and phased investment strategies ensure fiscal responsibility.



A sample Gantt chart illustrating a general project schedule, with tasks and timelines structured for efficient planning and execution.

STAKEHOLDER COORDINATION & REVIEW

Regular progress meetings, real-time reporting, and collaborative decision-making guarantee alignment with project goals.

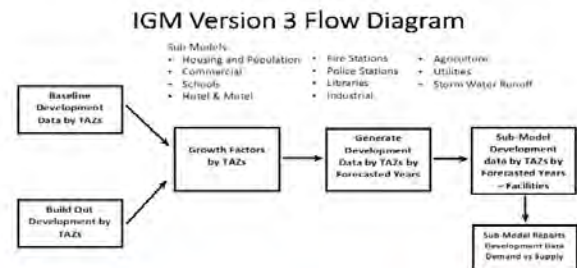
METRO's PROJECT WORK PLAN

Metro Forecasting Models (MFM) will leverage Charlotte County parcel data and 2025 Interactive Growth Model® (IGM®) forecast data to provide a comprehensive analysis of future growth patterns. MFM will contribute insights on vacant and developed County-owned lands and facilities, ensuring an accurate assessment of available resources.

The IGM® forecast data will be analyzed to identify where and when growth is likely to occur within the County. This information will be instrumental in helping department heads understand how the demand for services may evolve over time. By translating projected service demand into staffing needs, MFM will assist in estimating additional workforce requirements, including new management roles necessary to support operational expansion.

MFM has successfully applied this approach in fiscal impact analyses, demonstrating how staffing growth directly affects office space and facility requirements. Through this methodology, MFM will provide County leadership with a data-driven foundation for long-term space planning and workforce projections.

Interactive Growth Model



V. PRESENT PROPOSED DESIGN APPROACH FOR THIS PROJECT

TASK 1 | PROJECT KICK-OFF MEETING

ADG will schedule and facilitate a project kick-off meeting with the County's Steering Committee. This initial organizational meeting will serve as the foundation for the project, during which key project steps will be outlined, strategies discussed, and the project schedule presented for Client approval. The meeting will also clarify team roles, and outline the necessary methodology for obtaining up-to-date data.

During this phase, ADG's team will review the County's core principles, including its mission, vision, values, and strategic focus areas. These guiding elements will play a critical role in shaping the development of the master plan. Once the project team is established, consisting of ADG, consultant team members, and County stakeholders, ADG will collaborate with all parties to outline a detailed, step-by-step process for developing the strategic master plan.

TASK 2 | REVIEW OF LEGACY DATA AND PREVIOUS MASTER PLANS

(Charlotte County Strategic Space Master Plan Phases 2 and 3)

ADG recognizes the significant work already accomplished by both our firm and others leading up to this phase of the master planning process. As part of our methodology, we will thoroughly review prior master planning efforts, particularly the Charlotte County Strategic Space Master Plan Phases 2 and 3. This review ensures that our team fully understands the decisions, discussions, and agreements made in previous phases.

We also acknowledge that facility plans and the factors influencing them are subject to change over time. As such, our review will focus on identifying any shifts in planning, recognizing evolving needs, and understanding the underlying reasons for these changes.

TASK 3 | DATA UPDATE AND SPACE INVENTORY ASSESSMENT

As part of our project plan, we will update the existing Phase 1 master plan space inventory. This update is essential for gaining a clearer understanding of changes that have occurred since the original inventory was completed. Our team will assess how facility space is currently allocated, as well as the services and functions that are being supported within each facility.

In addition to this space assessment, ADG will evaluate previous studies and plans to assess how they align with current population growth models. Current standards for office space utilization will also be documented as each County site is surveyed.

TASK 4 | DEPARTMENTAL WORKSHOPS AND SURVEYS

To gather the necessary data, ADG will create a detailed departmental survey questionnaire that will gather critical information about each department's mission, functions, and space expansion needs. Following the survey, ADG will conduct in-depth interviews with each department to better understand the survey responses and refine our understanding of the County's requirements.

Additionally, the survey phase will include a comprehensive visual inspection of each department's physical space. This evaluation will address parking requirements, real estate needs, land use considerations, and other relevant factors as outlined in the Request for Qualifications (RFQ).

The survey will extend to include all constitutionally elected offices, recognizing that these offices have unique and specific space and operational requirements. Our study will account for these differences in order to ensure that the strategic master plan addresses the diverse needs of all County entities.

TASK 5 | DEVELOPMENT OF UNIFORM SPACE STANDARDS

Based on the data collected in Tasks 3 and 4, ADG will develop a set of uniform space standards tailored to each major County department and constitutional office. These proposed standards will be benchmarked against existing standards, as well as relevant State of Florida and national standards. The information gathered during this task will form the basis for the programming phase, which will be further developed in Task 7.

TASK 6 | FORECASTING FUTURE PERSONNEL REQUIREMENTS

To effectively plan for the future, it is essential to understand the County's growth patterns and how they will influence service levels. This understanding will vary across different regions of the County, with more developed areas demanding greater personnel and service attention, while less populated areas may require less.

Utilizing population growth models, ADG will analyze how growth and the corresponding demand for services will impact personnel requirements. Our team will recommend the most appropriate forecast model, which will be reviewed with the Steering Committee before being used to inform programming standards and requirements in Task 7.

TASK 7 | PROGRAMMING AND PROJECTION OF FUTURE SPACE NEEDS

Before the final master plan can be developed, a detailed programming exercise is necessary. Using the uniform space standards established in Task 5, ADG will compare current space utilization with growth projections derived from the population model developed in Task 6.

This analysis will identify any potential shortfalls in space, as well as instances where technological advancements may lead to a reduction in personnel or space needs. The outcome of this comparison will be documented in a Gap Analysis.

Additionally, the spatial inventory will include a detailed breakdown of space needs by department, projecting future space requirements through the year 2035. This comprehensive analysis will guide the development of the strategic master plan.



V. PRESENT PROPOSED DESIGN APPROACH FOR THIS PROJECT

TASK 8 | DEVELOPMENT OF THE STRATEGIC MASTER PLAN

In this final task, ADG will conduct an exhaustive evaluation of current departmental space utilization versus projected growth needs. Our team will assess how existing space can be most efficiently utilized and will propose alternative graphical solutions that integrate these requirements into current County facilities. This analysis will also extend to satellite County operations in areas such as the west and south County regions and Babcock Ranch.

The master plan will include an implementation strategy outlining recommendations for both major and minor future projects. These projects will be prioritized based on current and future needs, as well as the condition of existing facilities. A cost opinion or order of magnitude for each project will be provided to give the County a clearer picture of potential investments.

B. WHAT PROBLEMS DO YOU ANTICIPATE AND HOW DO YOU PROPOSE TO SOLVE THEM?

PROBLEM

Managing long-term facility needs while adapting to rapid population growth.

SOLUTIONS

METRO FORECASTING MODELS will apply its Interactive Growth Model® (IGM®) to analyze where and when growth will occur, ensuring facility planning aligns with actual demographic trends.

ADG ARCHITECTURE, llc will integrate scalable facility design principles, allowing for phased expansions that adapt to future needs without excessive initial costs.

ATWELL will provide infrastructure analysis and land-use planning, ensuring optimal site selection for expansions based on growth projections.

PROBLEM

Balancing growth demands with budgetary constraints.

SOLUTIONS

METRO FORECASTING MODELS will utilize real-time data modeling from CIGM to prioritize investments, ensuring funding is directed toward the most critical needs first.

ADG ARCHITECTURE, llc will incorporate value-engineered design solutions, optimizing space utilization while maintaining high-functioning facilities within budget.

ATWELL will conduct site feasibility and cost assessments, reducing unexpected costs in land development and utilities infrastructure.

PROBLEM

Ensuring multi-agency collaboration and public engagement.

SOLUTIONS

METRO FORECASTING MODELS will provide growth impact assessments to support evidence-based decision-making for department heads and county leadership.

ADG ARCHITECTURE, llc will facilitate stakeholder workshops and visioning sessions, ensuring department needs, public input, and community service requirements are reflected in the master plan.

ATWELL will align infrastructure planning with Charlotte County's development strategy, ensuring smooth integration between county facilities, transportation, and utilities.

By combining data-driven forecasting, adaptive facility design, and strategic land-use planning, MFM, ADG, and Atwell will deliver a master plan that is future-proof, cost-effective, and aligned with community needs.

C. WHAT APPROACH WILL BE TAKEN TO GATHER AND UTILIZE NEW AND EXISTING DATA, OBTAIN INDUSTRY STANDARDS AND DETERMINE RECOMMENDATIONS.

Our approach integrates comprehensive data analysis, industry best practices, and regulatory compliance to ensure the Charlotte County Strategic Master Space Plan is accurate, forward-thinking, and aligned with the County's long-term needs.

METRO FORECASTING MODELS

- Utilize Charlotte County parcel data and the 2025 Interactive Growth Model® (IGM®) to analyze land use trends, population shifts, and regional development patterns.
- Forecast where and when growth will occur, providing critical insights into service demand projections for County departments.
- Assess vacant and developed County-owned lands and facilities, ensuring optimal space allocation and planning.



V. PRESENT PROPOSED DESIGN APPROACH FOR THIS PROJECT

ADG ARCHITECTURE, llc

- Apply best practices from award-winning government master plans, including long-term facility planning methodologies recognized by the APA (American Planning Association).
- Conduct department-specific space utilization studies, ensuring that operational requirements drive space recommendations.
- Develop flexible programming standards, aligning facility designs with national and regional government guidelines to support scalable and adaptable county services.

ATWELL

- Ensure compliance with Florida Planning and Zoning regulations and County-specific development standards, aligning land use planning with strategic growth projections.
- Provide site feasibility analysis and infrastructure assessments, evaluating factors such as transportation access, utility capacity, and environmental constraints for optimal facility placement.
- Support phased implementation strategies, allowing Charlotte County to prioritize investments efficiently while minimizing long-term costs.

By integrating real-time data analysis, industry-proven planning methodologies, and compliance-driven strategies, MFM, ADG, and Atwell will deliver a master plan that is forward-looking, efficient, and responsive to Charlotte County's evolving needs.

D. DESCRIBE INNOVATIVE APPROACHES TO RESILIENCY PLANNING.

METRO FORECASTING MODELS

- **Data-Driven Forecasting:** Utilize the Interactive Growth Model® (IGM®) to predict where and when future growth will occur, ensuring facility planning aligns with demographic trends, service demand, and economic shifts.
- **Scenario-Based Planning:** Analyze multiple growth scenarios to assess the impact of population increases, economic trends, and service expansion on County operations.
- **Risk & Resiliency Analytics:** Identify geographic and operational vulnerabilities that could affect County services, allowing for proactive adjustments in space planning.

ADG ARCHITECTURE, llc

- **Long-Term Adaptability Framework:** Develop a strategic road-map for space allocation and government service expansion that can adjust to evolving demands and funding cycles.
- **Operational Resiliency Planning:** Assess current County operations to determine gaps, inefficiencies, and opportunities for improved service delivery, ensuring that future facility needs are optimized for efficiency.
- **Departmental Space & Service Impact Analysis:** Evaluate how growth-driven service demands will translate into staffing and operational space needs over the next 10-20 years.

ATWELL

- **Infrastructure & Growth Alignment:** Ensure that space planning recommendations are coordinated with transportation networks, utility expansion, and emergency services, creating a cohesive long-term strategy.
- **Sustainability & Resiliency Assessment:** Incorporate climate resilience, disaster recovery planning, and energy-efficient operational standards into master planning recommendations to future-proof County operations.
- **Phased Expansion & Cost Feasibility Planning:** Develop a flexible implementation plan that allows Charlotte County to prioritize projects based on urgency, budget availability, and projected service demands.
- **Scalable Planning Framework:** Establish a flexible master plan that allows for incremental facility upgrades and phased expansions, ensuring government operations can scale with growth without requiring costly overhauls.
- **Multi-Agency Facility Coordination:** Integrate emergency services, municipal operations, and public safety departments into the planning process, ensuring that facilities support continuity of operations during crises or disaster recovery efforts.

METRO FORECASTING MODELS

ADG ARCHITECTURE, llc

ATWELL, ENGINEERING

By leveraging award-winning planning methodologies, real-time data modeling, and a stakeholder driven approach, the Charlotte County Strategic Master Space Plan will be a comprehensive, adaptable, and resilient framework for future facility development and operational efficiency.



VI. PRESENT EXAMPLES OF RECENTLY ACCOMPLISHED SIMILAR PROJECTS WITHIN FIVE (5) YEARS.

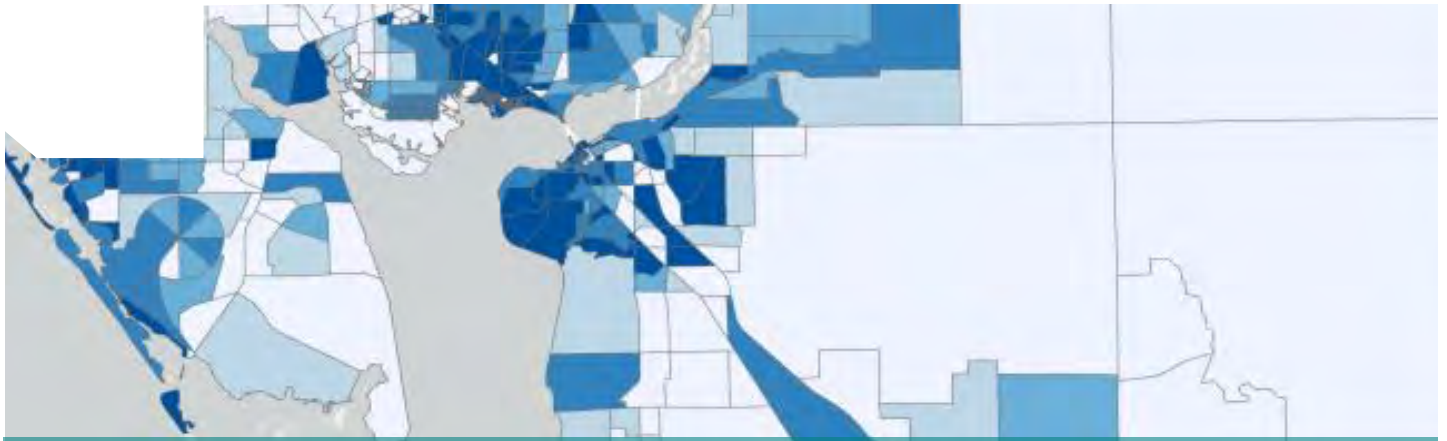
A. Describe projects to demonstrate.

1. Utilization of a systems approach to plan for an organization with multiple departments and stakeholders
2. Utilization of statistical analysis to forecast implications of population growth and regionalization needs to develop a gap analysis
3. Provided implementation plans to address spatial growth, and regionalization, while providing a standards framework and basis of design unique to departmental needs while conforming to an overall organizational uniformity.



VI. PRESENT EXAMPLES OF RECENTLY ACCOMPLISHED

SIMILAR PROJECTS WITHIN FIVE (5) YEARS.



CHARLOTTE INTERACTIVE GROWTH MODEL® (CIGM)

A. DESCRIBE PROJECTS TO DEMONSTRATE.

1. UTILIZATION OF A SYSTEMS APPROACH, GROWTH FORECASTING, AND IMPLEMENTATION PLANS

The Charlotte Interactive Growth Model® (CIGM) provides a data-driven, statistical approach to understanding population growth patterns, spatial development trends, and service needs for Charlotte County. The model utilizes GIS-based analytics, demographic trends, and land-use forecasting to create a precise and actionable Gap Analysis that supports decision-making for future infrastructure and regionalization.

In 2023, Charlotte County partnered with Metro Forecasting Models, LLC (MFM) to develop the Charlotte Interactive Growth Model (CIGM). The model was designed to analyze micro and macro development trends using the best available spatial demographic data, including information from the 2020 Census.

Lead Roles & Responsibilities:

- Metro Forecasting Models, LLC (MFM): Led the development of the CIGM, incorporating spatial modeling and growth analytics.
- Charlotte County Administrators & Community Development Leaders: Provided policy direction and land-use priorities.
- GIS Specialists & Urban Planners: Modeled development patterns and land-use changes over time.

2. UTILIZATION OF STATISTICAL ANALYSIS TO FORECAST IMPLICATIONS OF POPULATION GROWTH AND REGIONALIZATION NEEDS TO DEVELOP A GAP ANALYSIS

The CIGM model is used to assess regionalization needs, ensuring that public services scale efficiently with population growth. The analysis highlights the following service gaps:

A. EMERGENCY SERVICES AND PUBLIC SAFETY

- Fire Stations | The model predicts a demand for 18 additional fire stations by Build-out.
- Law Enforcement | Increased population will strain emergency response times, requiring additional regional law enforcement facilities.
- EMS & Healthcare | Growth clusters such as Babcock Ranch and Burnt Store Road require new medical centers and emergency response units.

B. WATER, WASTEWATER, AND UTILITIES

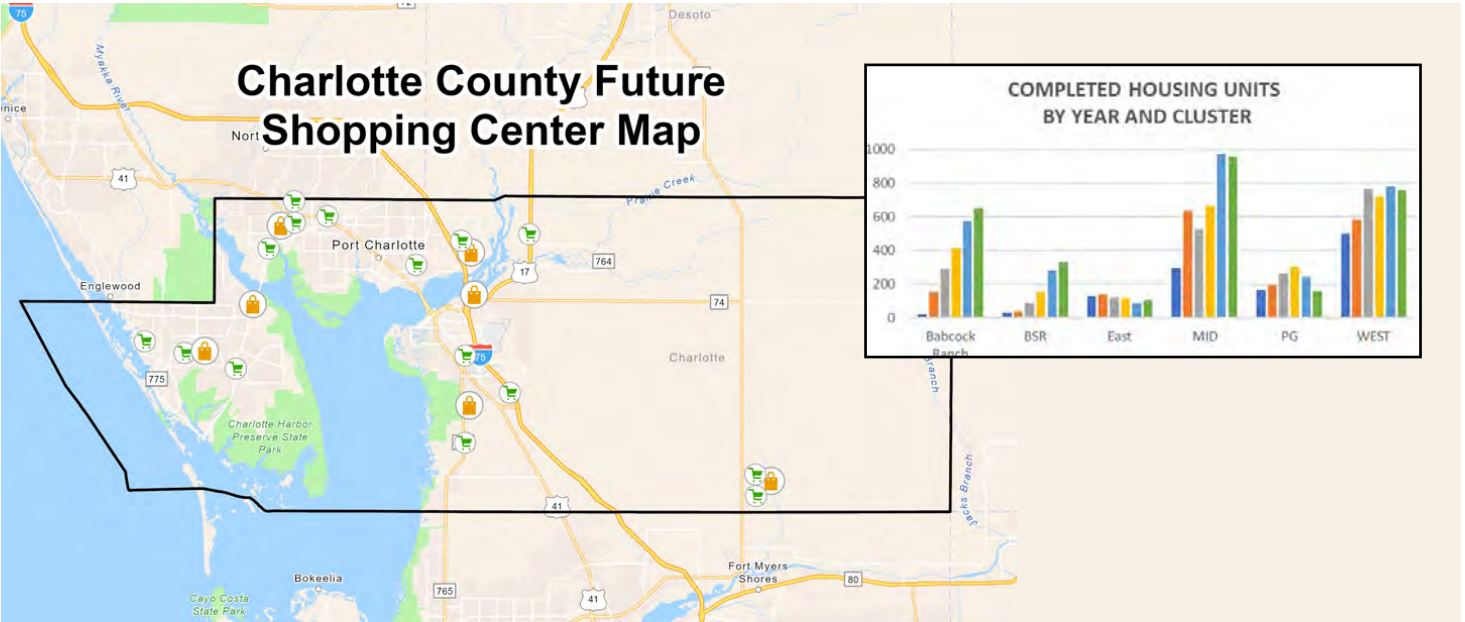
Potable Water Demand | Projected to increase from 36.6 MGD (million gallons per day) in 2023 to 83.6 MGD at Build-out.
Wastewater Generation | Estimated to rise from 29.3 MGD to 67 MGD at Build-out, requiring infrastructure investments.

C. TRANSPORTATION AND INFRASTRUCTURE

- Traffic Congestion - Increased population will lead to traffic bottlenecks, requiring expanded roadways, improved public transit, and intersection upgrades.
- Industrial and Commercial Land Use - The supply of commercial land is not keeping pace with population growth, leading to retail and office space shortages in key regions.



VI. PRESENT EXAMPLES OF RECENTLY ACCOMPLISHED SIMILAR PROJECTS WITHIN FIVE (5) YEARS.



3. PROVIDED IMPLEMENTATION PLANS TO ADDRESS SPATIAL GROWTH, REGIONALIZATION, AND THE DEVELOPMENT OF A STANDARDS FRAMEWORK FOR DEPARTMENTAL NEEDS

**1. SPATIAL GROWTH PLANNING
DATA-DRIVEN FORECASTING**

Metro Forecasting Models (MFM) utilizes CIGM® to analyze land use trends, demographic shifts, and facility capacity projections for housing, commercial, industrial, and public services.

LONG-TERM GROWTH STRATEGY

The CIGM model forecasts population increases in five-year increments through build-out, identifying high-growth clusters such as Murdock Village, Babcock Ranch, and the Burnt Store Road corridor.

LAND USE COORDINATION

The implementation plan integrates zoning, land availability, and development trends to optimize space utilization while mitigating congestion and infrastructure strain.

2. REGIONALIZATION STRATEGY

Multi-Departmental Coordination

The plan ensures alignment across government operations, emergency services, utilities, and public works to develop efficient, regionalized service delivery models.

Emergency Service Placement

Using CIGM forecasts, the plan strategically locates fire stations, law enforcement, and healthcare facilities based on population growth and response time modeling.

Infrastructure Synchronization: The plan incorporates transportation, wastewater, and potable water demand projections to guide capital improvements and ensure long-term service sustainability.

3. STANDARDS FRAMEWORK FOR DEPARTMENTAL NEEDS

Uniform Space Standards: The plan establishes consistent facility design standards based on national, state, and regional benchmarks, ensuring compliance with Florida Planning and Zoning regulations.

Department-Specific Evaluations: Each county department undergoes a detailed spatial assessment to determine future personnel growth, space utilization, and service demands.

Flexible Implementation Approach: A phased expansion strategy allows the County to adapt facilities to evolving operational needs and funding availability.



VI. PRESENT EXAMPLES OF RECENTLY ACCOMPLISHED

SIMILAR PROJECTS WITHIN FIVE (5) YEARS.



COLLIER COUNTY SHERIFF'S OFFICE LONG-RANGE MASTER PLAN

A. DESCRIBE SPECIFIC PROGRAMMING INITIATIVES WITH SIMILAR SCOPES WHILE IDENTIFYING LEAD ROLES AND RESPONSIBILITIES OF EACH LEAD IDENTIFIED IN PART II.

The Collier County Sheriff's Office (CCSO) initiated a Long-Range Master Plan to extend its planning horizon from 10 years to over 50 years. This initiative focused on forecasting the need for personnel, facilities, and patrol districts based on future population growth and regional service demands.

LEAD ROLES & RESPONSIBILITIES

- **Metro Forecasting Models**
- **Sheriff's Office Leadership:** Directed the long-term planning process, setting public safety priorities.
- **Urban Planners & Data Analysts:** Modeled population growth impacts on law enforcement operations.
- **Facilities & Infrastructure Specialists:** Assessed the need for new patrol districts, station expansions, and law enforcement facilities.

This master plan provided a comprehensive framework for the Sheriff's Office to scale its operations efficiently over multiple decades.

B. PROVIDE EXAMPLES OF INDIVIDUAL ROLES IN STRATEGIC PLANNING DEVELOPMENT AND IMPLEMENTATION PLANS. FORECASTED LAW ENFORCEMENT SERVICE DEMANDS FOR 50+ YEARS, SURPASSING TRADITIONAL 10-YEAR PLANNING MODELS.

- Identified long-term needs for new patrol districts, operational facilities, and personnel expansions.
- Developed a flexible, data-driven approach to ensure law enforcement resources remain aligned with county-wide population growth trends.

By applying a comprehensive methodology, the Sheriff's Office expanded its planning horizon by an additional 25 years, allowing for long-term sustainability.

C. PROVIDE EXAMPLES OF INDIVIDUAL ROLES IN COMPLETING A MASTER SPACE PLAN WITHIN A FIXED BUDGET.

Maximized efficiency by using predictive modeling rather than commissioning multiple short-term studies.

- Reduced costs by optimizing resource allocation for facilities, personnel, and operational infrastructure.
- Enabled phased implementation strategies to ensure budget-friendly, long-term expansion.

By strategically forecasting law enforcement demands, the CCSO was able to secure future-proof funding allocations while avoiding costly short-term adjustments.

D. DEMONSTRATE ABILITY TO WORK WITH MULTIPLE STAKEHOLDERS TO GAIN COLLABORATIVE INPUT AND DELIVER TEAM-DEVELOPED RESULTS.

Worked closely with public safety officials, county planners, and law enforcement leadership to align forecasting with real-world service needs.

- The Long-Range Master Plan received an APA Award of Merit in 2019, recognizing its success in proactive law enforcement planning.

Through cross-agency collaboration, the plan ensures Collier County's public safety operations remain resilient, scalable, and well-integrated with regional growth trends.

VII. DESCRIBE YOUR EXPERIENCE AND CAPABILITIES IN THE FOLLOWING AREAS

- A. Familiarity with telework and hybrid work
- B. Programming and Master Planning
- C. Regionalization of services
- D. Evaluating current governmental operations
- E. Forecasting future needs
- F. Comparative analysis
- G. Local government industry standards

VII.



VII. PRESENT EXAMPLES OF RECENTLY ACCOMPLISHED



A. FAMILIARITY WITH TELEWORK AND HYBRID WORK

The landscape of government workplaces has evolved significantly, particularly in response to the COVID-19 pandemic. Our team has extensive experience in designing flexible work environments that accommodate hybrid work models while maintaining operational efficiency. We integrate adaptable workspace solutions such as shared workstations, hoteling spaces, remote-friendly infrastructure, and technology-enhanced meeting rooms to support seamless collaboration.

Our projects, including S.T.A.R.S Fort Myers, demonstrate our ability to create efficient government spaces that balance in-office presence with remote work flexibility. These designs incorporate robust digital connectivity, enhanced audiovisual systems, and multi-purpose spaces that support both teleworkers and in-person staff.

B. PROGRAMMING AND MASTER PLANNING

We excel in master planning and programming for complex government facilities, integrating multiple functions into cohesive plans. Our extensive experience on projects throughout Florida, such as the City of Fort Myers Site Surveys and Report with Cost Projections for ADA Compliance and the Charlotte County Environmental Campus Space Utilization Study, demonstrates our ability to develop comprehensive long-term strategies through detailed site studies, feasibility assessments, and space utilization planning.

C. REGIONALIZATION OF SERVICES

Our team is adept at designing facilities that support regionalized government services, maximizing efficiency by consolidating multiple agencies into shared spaces. Our work on Charlotte County Strategic Master Plan Phase 2 illustrates our expertise in co-locating government functions, reducing operational costs, and improving service accessibility for residents. By integrating cross-jurisdictional coordination and shared-use facilities, we ensure that government services are more effective and streamlined for regional needs.

D. EVALUATING CURRENT GOVERNMENTAL OPERATIONS

We specialize in assessing current government operations to identify opportunities for space optimization and improved workflows. Through facility assessments and operational studies, we analyze departmental efficiencies, adjacency requirements, and functional space needs.

E. FORECASTING FUTURE NEEDS

Our team employs data-driven methodologies to project future government space requirements. Using spatial modeling, demographic trends, and growth projections, we develop scalable design solutions that accommodate long-term workforce and service expansion. For the Charlotte Master Plan Space Study, we will leverage IGM® forecast data to anticipate staffing growth, service demands, and infrastructure requirements, ensuring that facilities remain future-ready.

F. COMPARATIVE ANALYSIS

We conduct comparative benchmarking studies to ensure that government facilities align with industry best practices and operational efficiencies. By analyzing similar municipal projects, we provide data-backed recommendations that improve space allocation and service delivery.

G. LOCAL GOVERNMENT INDUSTRY STANDARDS

We design all facilities to meet local government industry standards, ensuring compliance with building codes, accessibility requirements, and sustainability guidelines. Our projects adhere to Florida Building Code (FBC), LEED certification requirements, and ADA accessibility mandates.

Our team brings extensive experience in ADA compliance, having conducted numerous ADA compliance studies and accessibility audits. This includes detailed assessments of public facilities, identification of barriers, and development of cost-effective remediation plans to ensure compliance with ADA standards. Our team's collective experience ensures that accessibility is fully integrated into the planning process.

Our team's experience and capabilities ensure that the Charlotte Master Plan Space Study will be executed with efficiency, adaptability, and a forward-thinking approach, aligning with the County's long-term vision and operational goals.



VIII. VOLUME OF WORK - TOTAL OF PAYMENTS RECEIVED FROM COUNTY WITHIN THE PAST 24 MONTHS*

- \$0 - \$49,999 5 points
- \$50,000 - \$99,999 4 points
- \$100,000 - \$199,999 3 points
- \$200,000 - \$349,999 2 points
- \$350,000 - \$499,999 1 points
- \$500,000 + 0 points

VIII.



* Based upon information provided on Proposal Submittal Signature Form, Magnitude of Charlotte County Projects

VIII. VOLUME OF WORK - TOTAL OF PAYMENTS RECEIVED

FROM COUNTY WITHIN THE PAST 24 MONTHS*

ADG Architecture, llc has not completed any projects for Charlotte County as the primary consultant in the past three years; however, we remain fully committed to delivering high-quality, innovative, and efficient master planning solutions that align with the County’s long-term vision. With a proven track record of meeting deadlines, maintaining clear communication, and executing complex projects seamlessly, we welcome the opportunity to contribute our expertise to this initiative and build a strong, trusted partnership with Charlotte County.

* Based upon information provided on Proposal Submittal Signature Form, Magnitude of Charlotte County Projects



IX. LOCATION

Describe the Prime and Sub-Consultants responsiveness as it relates to the firm's location to the project.



CASE STUDY | 2016

CHARLOTTE COUNTY PUBLIC FACILITIES STRATEGIC MASTER SPACE PLAN - PHASE 2

OVERVIEW

The Charlotte County Public Facilities Strategic Master Space Plan - Phase 2, conducted by ADG Architecture, llc, was a comprehensive initiative aimed at evaluating and optimizing the use of public facilities across the county. This project provided a detailed assessment of current space utilization and developed strategies to meet future needs effectively.

SCOPE OF WORK

ADG Architecture, llc conducted physical surveys of 45 county-owned or leased facilities, meticulously documenting existing space usage by departments and agencies. Using AutoCAD, the team generated accurate "as-built" floor plans, which became the foundation for detailed data analysis and reporting.

METHODOLOGY

Facility Surveys: Comprehensive walk-through assessments of all identified sites.

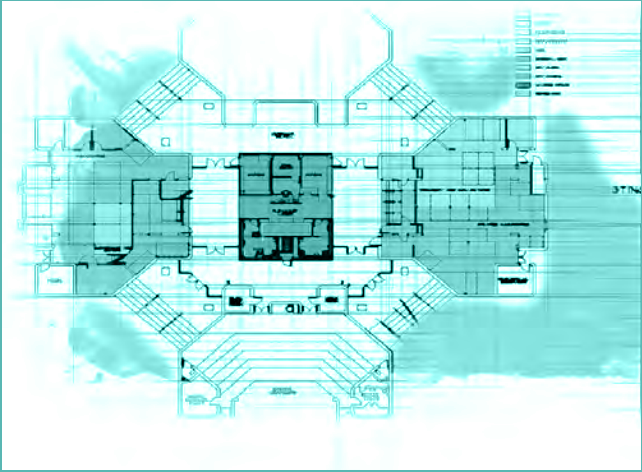
AutoCAD Floor Plans: Creation of precise digital floor plans for each facility.

Data Collection & Analysis: Compilation of spatial data, including total square footage, departmental allocations, and usage patterns.

Master Spreadsheet: Aggregation of data into a countywide space utilization chart, summarizing usage by department and agency.

KEY DELIVERABLES

- As-Built Floor Plans
Departmental Space Reports
Individual Building Reports
Countywide Space Utilization Chart



ADG ARCHITECTURE, llc
3820 Colonial Blvd, Ste. 100,
Fort Myers, FL 33966

47 MINS LESS THAN AN HOUR

Our headquarters is conveniently located just 47 minutes from the Charlotte County Purchasing Building, providing easy access for ongoing collaboration and project management.

With over 500 successfully completed projects in the region over the past 35 years, our team has built a strong reputation for reliability, efficiency, and seamless communication. We take pride in our proven track record of never missing a deadline and ensuring that every project benefits from clear, proactive coordination with all stakeholders.



X. LITIGATION - HAVE YOU BEEN NAMED AS A DEFENDANT OR CO-DEFENDANT IN A LAWSUIT IN THE LAST FIVE YEARS

If so, describe circumstances and outcome, including Case Number, Case Name and Court.



X. LITIGATION

In response to the inquiry regarding litigation: We confirm that ADG Architecture, llc. has not been named as a defendant or co-defendant in any lawsuit in the last five years. Our firm maintains a strong commitment to ethical business practices, professional integrity, and client satisfaction, ensuring that our projects are executed with the highest standards of quality, compliance, and accountability.

With a 35-year track record of successfully delivering over 500 projects in the region, we have consistently met client expectations while adhering to all regulatory and contractual requirements. Our proactive approach to risk management, thorough documentation, and open communication helps mitigate potential disputes, reinforcing our reputation as a trusted and dependable partner in architectural planning and design.



**ZER-0-LAWSUIT
PAST 35+
YEARS**



XI. MINORITY BUSINESS

Certified MBE, Sub-Consultants Certified MBE, and/or Non-Certified MBE.



XI. MINORITY BUSINESS

As a certified woman-owned minority business, we proudly support all efforts to foster diversity and equitable opportunities for a stronger, more inclusive future.

Our firm is dedicated to promoting diversity within the architecture and construction industry, ensuring equal opportunities for all professionals, partners, and vendors. We actively engage with small, disadvantaged, and minority-owned businesses to foster collaborative growth and economic empowerment. Our commitment extends beyond our own operations VIII. VOLUME OF WORK - TOTAL OF PAYMENTS RECEIVED FROM COUNTY WITHIN THE PAST 24 MONTHS* we advocate for inclusive project teams, diverse hiring practices, and community-focused initiatives that contribute to a more representative and thriving industry. Through our work, we strive to create environments that reflect the richness of the communities we serve, ensuring that every project embodies the values of accessibility, equity, and innovation.

State of Florida

Woman & Minority Business
Certification

ADG Architecture, llc

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
01/14/2025 to 01/14/2027



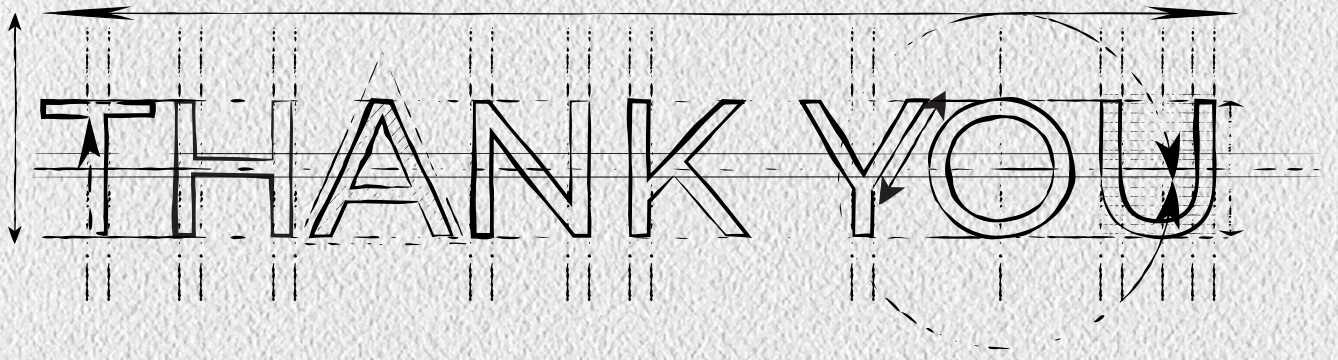
Pedro Allende
Florida Department of Management Services

FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
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ADG Team