



PROFESSIONAL DESIGN SERVICES

SPECIAL NEEDS SAFE ROOM

CHARLOTTE COUNTY



LICENSE #AR0013140

NOVEMBER 20, 2025

Senior Division Manager - Purchasing
Charlotte County Administration Complex
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948

RE: DESIGN – CHARLOTTE COUNTY SPECIAL NEEDS SAFE ROOM | RFP NO. 20260026

Dear Members of the Selection Committee,

PBK Architects Florida, Inc. is pleased to express our interest in partnering with Charlotte County to design the new Special Needs Safe Room—a vital facility that will serve as both a refuge and a resource for residents with health-related special needs during times of crisis. We share the County's commitment to protecting its most vulnerable citizens through resilient, compassionate design—spaces that safeguard life, promote wellness, and strengthen community preparedness.

With decades of leadership in emergency management, healthcare, and shelter design across Florida, PBK brings a unique understanding of how to blend advanced safety standards with the specialized infrastructure required to support individuals with medical and accessibility needs. Our experience designing other special needs shelters and Enhanced Hurricane Protection Area (EHPA) shelters as well as emergency operations centers, public safety complexes, and healthcare environments equips us to deliver a safe room that not only meets FEMA and EHPA criteria but also reflects Charlotte County's dedication to care, resilience, and community service.

A FIRM GROUNDED IN RESILIENT DESIGN

Founded in 1938, PBK has built a legacy of excellence through the design of critical public facilities that perform under the most demanding conditions. We understand that this project is far more than a structure—it is a lifeline for the County's residents who depend on medical equipment, continuous power, and specialized support during emergencies. Our depth of experience in shelters and emergency operations centers is proof of our understanding of durable, hardened critical facility design that provides 24/7 continuous operations and continuity of communications systems during crisis events. Our EHPA shelters are designed to FEMA P-361 standards, providing safe refuge for thousands of residents and serving dual purposes for community use throughout the year. Our portfolio specifically of special needs shelters provides us with the insight to design for redundancy, durability, and comfort while accommodating medical-grade systems, oxygen support, and emergency power resilience.

SPECIALIZED EXPERTISE IN EMERGENCY AND HEALTHCARE DESIGN

PBK has delivered numerous facilities that combine the operational rigor of emergency management with the sensitivity required in healthcare environments. PBK has designed a full spectrum of healthcare environments—including free-standing emergency departments, urgent care centers, outpatient clinics, and comprehensive hospital campuses—balancing operational efficiency, patient flow, infection control, and staff-centered functionality.

This integrated experience enables our team to design a facility that protects both life and wellness—creating an environment where medical care, safety, and compassion converge.

A THOUGHTFUL AND PROVEN APPROACH

Our project delivery model is structured to ensure success on schedule- and grant-driven projects such as this one. From the outset, PBK will conduct a comprehensive programming and scoping session with Charlotte County's Emergency Management and Facilities teams to establish priorities, operational flow, and system requirements. Our team will coordinate across all disciplines in real time, validate budgets at every design milestone, and maintain FEMA compliance documentation throughout the process.

We are familiar with the funding and schedule requirements associated with Hazard Mitigation Grant Program (HMGP) projects as well as Community Development Block Grant (CDBG) grant-funded projects and will ensure that design deliverables align with FEMA and if applicable, CDBG procurement and reporting standards. Our internal resource forecasting system allows us to scale staffing immediately to meet deadlines, ensuring full delivery of the project's objectives within the County's desired timeframe.



LICENSE #AR0013140

NOVEMBER 20, 2025

A TRUSTED PARTNER IN PUBLIC DESIGN

PBK has a long history of service to 60 counties and municipalities across Florida—including Charlotte, Lee, Sarasota, and Collier Counties—under both continuing and stand-alone contracts. Our firm's success in these partnerships stems from our emphasis on clear communication, rigorous quality control, and genuine collaboration with public stakeholders. We are proud to continue this tradition with Charlotte County, providing a reliable partner for a project that will have lasting community impact.

COMMITMENT TO THE COMMUNITY

At its core, this project embodies PBK's purpose: to create spaces that protect, heal, and empower people. We understand that during an emergency, the design of a Special Needs Safe Room must deliver more than shelter—it must provide reassurance, dignity, and care. Every design decision will reflect Charlotte County's values and our shared mission of protecting lives through thoughtful, resilient, and human-centered design.

We appreciate the opportunity to be considered for this critical project and look forward to the chance to collaborate with Charlotte County to deliver a facility that embodies the County's vision for safety, service, and community well-being.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tom Mayo'.

Tom Mayo, AIA
Managing Principal

**PART V - 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
	Tom Mayo, AIA, LEED AP; Principal	42	Fort Myers	Fort Myers	Punta Gorda
	Emmet Van Aken, AIA; Assoc. Principal, Sr. Project Manager	17	Sarasota	Sarasota	Bradenton
	Winola Davidson, IIDA, LEED AP; Interior Design Director	23	Sarasota	Sarasota	Venice
	Howard Braukman, AIA, LEED AP; Assoc. Principal	21	Tampa	Tampa	Tampa
	Amy Bradlow, AIA, LEED GA; Principal	18	St. Petersburg	St. Petersburg	St. Petersburg
	Gina Tercilla; Principal, Director of Marketing	26	West Palm Beach	West Palm Beach	West Palm Beach
2.	Magnitude of Company Operations				
	A) Total professional services fees received within last 24 months:			\$ 550,344,481.00	
	B) Number of similar projects started within last 24 months:			16 Government Projects	
	C) Largest single project to date:			\$ 500,000,000.00	
3.	Magnitude of Charlotte County Projects				
	A) Number of current or scheduled County Projects			4	
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).			\$ 1,183,238.61	
4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided	
	Atwell, LLC	Port Charlotte, FL	10%	Civil Engineering & Landscape Architecture	
	TLC Engineering Solutions	Sarasota, FL	10%	Electrical Engineering, IT/AV/Security	
	CC&A	Tampa, FL	1%	Cost Estimating	
	Mise en Place	Sarasota, FL	2%	Food Service Consultant	
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 PBK Architects Florida, Inc.
(This form must be completed and returned)

6. Minority Business:	Yes _____ No <u>X</u>
The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.	
Comments or Additional Information:	

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

In accordance with section 287.135, Florida Statutes, the undersigned certifies that the company is not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and does not have business operations in Cuba or Syria (if applicable) or the Scrutinized Companies that Boycott Israel List, or is not participating in a boycott of Israel.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. 1 Dated 11/14/25 Addendum No. _____ Dated _____ Addendum No. _____ Dated _____
 Addendum No. 2 Dated 11/18/25 Addendum No. _____ Dated _____ Addendum No. _____ Dated _____

Type of Organization (please check one): ☐ INDIVIDUAL ☐ PARTNERSHIP ☐
 ☒ CORPORATION ☒ JOINT VENTURE ☐

PBK Architects Florida, Inc. 727.896.4611
 Firm Name Telephone

 Fictitious or d/b/a Name 59-2430579
 Federal Employer Identification Number (FEIN)

2714 Dr. MLK Jr. St. N
 Home Office Address

St. Petersburg, FL 33704 87
 City, State, Zip Number of Years in Business

12751 New Brittany Blvd, Suite 401 Ft. Myers, FL 33907
 Address: Office Servicing Charlotte County, other than above

Tom Mayo, AIA, LEED AP 239.275.7774
 Name/Title of your Charlotte County Rep. Telephone

Ward Friszolowski, AIA | Managing Senior Principal
 Name/Title of Individual Binding Firm (Please Print)

Ward Friszolowski 11/20/2025
 Signature of Individual Binding Firm Date

Marketing_East@pbk.com
 Email Address

(This form must be completed & returned)

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that PBK Architects Florida, Inc.
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

11/20/2025
Date

NAME OF FIRM PBK Architects Florida, Inc.
(This form must be completed and returned)

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11/20/2025
Date

NAME OF FIRM PBK Architects Florida, Inc.
(This form must be completed and returned)

BYRD ANTI-LOBBYING CERTIFICATIONCertification for Contracts, Grants, Loans, and Cooperative Agreements

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

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

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

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

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

11/20/2025
Date

Ward Friszolowski, AIA
Type or Print Name

Ward J. Friszolowski
Signature

Managing Senior Principal
Title

END OF PART V

NAME OF FIRM PBK Architects Florida, Inc.
(This form must be completed and returned)

TABLE OF CONTENTS

TEAM PROPOSED FOR THIS PROJECT

I

PROPOSED MANAGEMENT PLAN

II

PREVIOUS EXPERIENCE OF TEAM
PROPOSED FOR THIS PROJECT

III

PROJECT CONTROL

IV

PRESENT PROPOSED DESIGN APPROACH
FOR THIS PROJECT

V

PRESENT EXAMPLES OF RECENTLY
ACCOMPLISHED SIMILAR PROJECTS

VI

DESCRIBE YOUR EXPERIENCE &
CAPABILITIES IN THE FOLLOWING AREAS

VII

VOLUME OF WORK

VIII

LOCATION

IX

LITIGATION

X

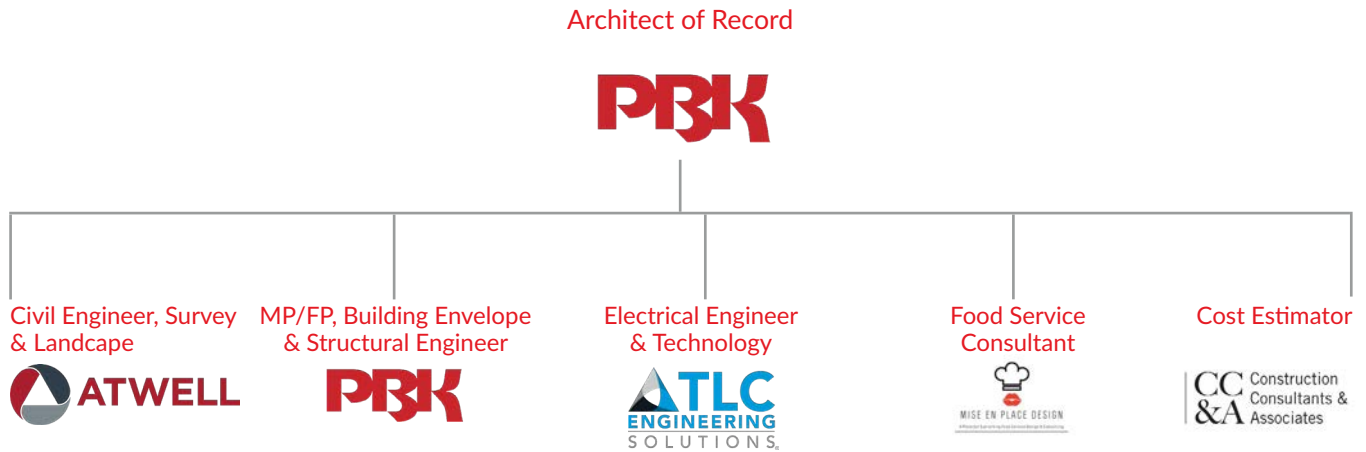
MINORITY BUSINESS

XI





TEAM ORGANIZATION



At PBK Architects Florida, Inc., our team structure for the Charlotte County Special Needs Safe Room is built around a highly coordinated, multidisciplinary group whose expertise spans emergency management design, healthcare environments, special needs shelters, and resilient public-sector infrastructure. Our organization emphasizes clear leadership, technical depth, and disciplined communication—ensuring Charlotte County receives a project grounded in safety, compassion, and operational excellence.

INTEGRATED ENGINEERING & TECHNICAL DISCIPLINES

PBK In-House Engineering – Mechanical Engineering/ Plumbing/Fire Protection, Building Envelope & Structural Engineering

PBK's internal mechanical, plumbing, fire protection, building envelope and structural teams will work alongside the architectural group from day one. This integrated structure allows for rapid decision-making, real-time coordination in the BIM model, and seamless alignment between protective design requirements, redundant MEP systems, and the structural hardening required for hurricane-force conditions.

Atwell – Civil Engineering, Landscape & Surveying

Atwell will lead civil design, including site due diligence, grading, utilities, drainage, stormwater, and survey verification. Their deep experience in Charlotte County supports quick agency coordination and ensures that all site-related components align with local permitting requirements and coastal resiliency standards.

TLC – Electrical Engineer & Technology Consulting

TLC will design electrical systems as well as technology, communications, IT, and emergency support systems essential to a facility activated during major storm events. Their expertise ensures reliable interoperability, hardened communications, and future-ready systems to support emergency personnel and medical caregivers.

Mise en Place – Kitchen Consultant

Mise en Place brings specialized expertise in designing food service spaces that support prolonged shelter activation. Their work ensures the facility can safely and efficiently provide meals to medically vulnerable occupants and staff during extended emergencies.

CC&A – Professional Cost Estimating

CC&A will provide independent cost estimating at each design milestone, ensuring cost alignment, transparency, and budget control—from programming through construction documents.

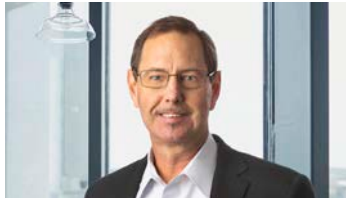
A UNIFIED TEAM FOR A CRITICAL COMMUNITY FACILITY

Together, PBK and its engineering and consulting partners form a cohesive, purpose-driven team built to deliver a resilient, code-compliant, medically supportive Special Needs Safe Room tailored specifically to Charlotte County's vulnerable populations. Our organizational structure enables clear communication, technical rigor, and collaborative problem-solving—ensuring that this essential community resource is delivered on schedule, within budget, and with the highest standard of care.





WARD FRISZOLOWSKI, AIA
PRESIDENT



TOM MAYO, AIA, LEED AP
PRINCIPAL-IN-CHARGE



EMMET VAN AKEN, AIA
PROJECT MANAGER



AMY BRADLOW, AIA, LEED GA
LEAD DESIGNER



HOWARD BRAUKMAN, AIA, LEED AP
SPECIAL NEEDS
HEALTHCARE EXPERT



GINA TERCILLA
GRANT WRITER



WINOLA DAVIDSON, IIDA, LEED AP
INTERIOR DESIGNER

IN-HOUSE SERVICES & CONSULTANTS



Todd Rebol PE
Civil Engineer of Record

Clay Rebol PE
Civil Engineer Project Manager

Richard Ritz RLS
Surveyor

Christopher Miller LA
Landscape Architect



Henryk Diaz PE
MP/FP Engineer

Jonathan Matthews IIBEC,
Building Envelope Specialist

Jay Patel PE
Structural Engineer



Santiago Beron RCDD CTS-D
Technology Consultant

Brett Sands PE LEED AP BD+C
Electrical Engineer



Marisa Mangani
Food Service Consultant



Robert Kaupp LEED AP
Cost Estimator

With 44 years of professional experience, Ward will serve as President and will have overall accountability for the PBK team by providing essential leadership. He will ensure that the appropriate staff and firm resources are committed to the project.



WARD FRISZOLOWSKI, AIA

PRESIDENT

Charlotte County

- Emergency Operations Center Expansion
- Punta Gorda Charlotte Library
- Charlotte Harbor Event & Conference Center
- Cultural Center Master Plan

City of Dunedin

- Emergency Operations Center

City of Clearwater

- Emergency Operations Center

- South Osceola Parking Garage

- Police Firing Range

Pinellas County

- Emergency Operations Center

City of Melbourne

- Emergency Operations Center

City of St. Petersburg

- Emergency Operations Center
- Water Resources Department SW Operations Center

YEARS OF EXPERIENCE

Joined PBK in 1988

Years with Other Firms: 7

EDUCATION

Bachelor of Architecture

University of Texas at Austin

REGISTRATIONS

FL AR #13140

Tom brings over 42 years of architectural and project management experience, including nearly 30 years in Southwest Florida, leading county, civic, and higher education projects. A former Director of Facilities Planning at Florida Gulf Coast University, he managed planning, budgeting, and construction of complex, grant-funded public projects. With 11 LEED-certified facilities, Tom emphasizes sustainable, code-compliant design and close collaboration with Charlotte County staff and stakeholders. As Principal-in-Charge, he ensures responsive service, efficient resource coordination, and quality delivery across all task orders under this continuing services contract.



THOMAS MAYO, AIA

PRINCIPAL-IN-CHARGE

Charlotte County

- Emergency Operations Center (EOC) Expansion
- Cultural Center Master Plan
- County Facilities Master Plan

Charlotte County Port Authority

- Port Authority General Aviation Terminal Expansion*
- Port Authority Central Administration Building

Charlotte County Public Schools

- Continuing Services

- District HR Office Remodel

- Liberty Elementary School Site & Utilities

- Murdock City Office Human Resources Renovation & Men's Restroom

Lee County

- Lee County Electric Cooperative (LCEC) Multi Operations Facility
- Lee County Accessibility Assessment Public Works Facility

YEARS OF EXPERIENCE

Joined PBK in 2021

Years with Other Firms: 38

EDUCATION

Master of Architecture
Florida A&M University

BS, Architectural Studies
Florida State University

REGISTRATIONS

Registered Architect:
Florida #AR0015895

*Previous firm experience

Emmet is a Senior Project Manager with over 17 years of experience. Emmet specializes in public safety and government projects, and is knowledgeable in the design of hardened buildings. Emmet's shelter/hardened building design expertise, schedule and budget management and organizational skills will be a direct benefit to this project.



EMMET VAN AKEN, AIA

PROJECT MANAGER

City of St. Petersburg

- Emergency Operations Center
- Police Department Parking Garage
- Port Terminal Building Renovation
- Albert Whitted Airport Hanger Replacement

Pinellas County

- Emergency Operations Center
- Public Safety Facility Parking Garage

Sarasota County

- Sheriff's Headquarters Expansion

- Mosquito Management Facility

City of Clearwater

- Countryside Branch Library
- Police Firing Range

YEARS EXPERIENCE

Joined PBK in 2008
Years with Other Firms: 0

EDUCATION

Master of Architecture
University of South Florida

REGISTRATIONS

FL AR #97169

As PBK's Civic Market Leader, Amy brings over 18 years of experience designing municipal and civic facilities across Florida, including libraries, public safety buildings, city halls, and community centers. Serving as lead designer for Charlotte County, she will lead programming and schematic design, ensuring the project supports the County's functional, and aesthetic objectives. Amy collaborates closely with County staff, stakeholders, and consultants to align design solutions with budget, schedule, and regulatory requirements, including the Florida Building Code, ADA, and sustainability standards. Her expertise ensures that each facility enhances Charlotte County's civic identity while promoting resilience, operational efficiency, and long-term community value.



AMY BRADLOW, AIA, LEED GA

LEAD DESIGNER

Charlotte County

- Emergency Operations Center Expansion
- Cultural Center Master Plan
- South County Library
- Punta Gorda Charlotte Library

City of Dunedin City Hall

City of Clearwater

- Emergency Operations Center
- South Osceola Parking Garage
- Countryside Library

City of Melbourne Emergency Operations Center

City of Zephyrhills

- City Hall & Master Plan
- Public Library

City of St. Petersburg

- Water Resources Dept. SW Operations Center

Sarasota County

- Sheriff's Headquarters Expansion

City of Cocoa Beach Police Headquarters

YEARS OF EXPERIENCE

Joined PBK in 2007
Years with Other Firms: 0

EDUCATION

Bachelor of Architecture
University of Miami

REGISTRATIONS

FL AR #96872

Howard has been designing healthcare architecture since 1992. He has acquired a vast amount of experience and skills working on a multitude of projects, ranging from minor equipment installations to extensive and complicated renovations and new construction. Howard will provide guidance to the team on space planning, infrastructure, and infection control measures to meet the needs of the shelter occupants.



HOWARD BRAUKMAN, AIA, LEED AP

SPECIAL NEEDS HEALTHCARE EXPERT

BayCare Health System

- FSED Lakeland
- FSED Riverview
- Morton Plant North Bay Hospital Recovery Center
- Morton Plant North Bay Medical Arts Building
- H. Lee Moffitt Cancer Center West Clinic Expansion
- H. Lee Moffitt Cancer Center

Outpatient Surgery Expansion

- Winter Haven Hospital West Expansion
- St. Luke's Eye Surgery Center and Clinic
- St. Anthony's Hospital Endoscopy ASC Relocation/Renovation
- Good Samaritan Medical Central Energy Plant/Equipment Replacement

YEARS OF EXPERIENCE

Joined PBK in 1999
Years with Other Firms: 5

EDUCATION

Master of Architecture
Bachelor of Fine Arts
University of South Florida

REGISTRATIONS

FL AR #93090

As the team's Grant Liaison, Gina will track, report and deliver information on how various aspects of the project will best meet the requirements for a proposed grant. She will participate in any workshops or client meetings to discuss how these project requirements will help the County meet a grant's required goal. She will work with County staff in preparing narrative justification for grant applications as well as assist in writing periodic reports to comply with grant requirements.



GINA TERCILLA

GRANT WRITER

- Palm Beach County Airport Center
- PBSO Tourist Development
- PBSO Council Relocation
- Palm Beach Gardens Arts In Public Places
- Cox Science Center & Aquarium
- Jewish Federation of Palm Beach

County New Community Center

- Loggerhead Marine Life Center Expansion

YEARS OF EXPERIENCE

Joined PBK in 2014
Years with Other Firms: 15

EDUCATION

Associates in Marketing
Palm Beach Junior College

As Director of Interior Design, Nola brings extensive experience developing functional, safe, and enduring interior environments for civic, educational, healthcare and governmental facilities across Florida. For Charlotte County, she will lead space planning, finish selection, and furniture coordination to ensure efficient, accessible, and user-centered public spaces. Her expertise extends from concept through construction, emphasizing durability, ADA compliance, and design alignment with County standards. Through a highly collaborative and responsive approach, Nola ensures that each project's interiors reflect Charlotte County's goals for quality, longevity, and community-focused service under this continuing professional services contract.



WINOLA DAVIDSON, IIDA, LEED AP INTERIOR DESIGNER

Charlotte County

- Emergency Operations Center Expansion
- Punta Gorda Charlotte Library
- Charlotte Harbor Event & Conference Center
- Cultural Center Master Plan

City of Dunedin

- Emergency Operations Center

City of Clearwater

- Emergency Operations Center
- South Osceola Parking Garage

- Police Firing Range

Pinellas County

- Emergency Operations Center

City of Melbourne

- Emergency Operations Center

City of St. Petersburg

- Emergency Operations Center
- Water Resources Department SW Operations Center

- Baycare FSED - Lakeland

- Baycare FSED - Riverview

YEARS OF EXPERIENCE

Joined PBK in 2002
Years with Other Firms: 0

EDUCATION

Bachelor of Design
University of Florida

REGISTRATIONS

FL ID #5086

Jay will be responsible for collaborating closely with the architectural team to develop safe, efficient, and cost-effective structural solutions that align with the project's design intent, code requirements, and schedule. Jay's key responsibilities include reviewing architectural drawings, providing preliminary structural concepts, preparing structural calculations and construction documents, and coordinating with other disciplines to ensure seamless integration of systems. Jay's expertise will be critical in addressing site-specific considerations, material selections, and any structural challenges that arise throughout the design and construction phases.



JAY PATEL, PE STRUCTURAL ENGINEER

City of Palm Beach Gardens

- Police Department Expansion

FDOT

- District I Materials Lab & Office Building
- Regional Transportation & Management Center

US Army

- Fort Leavenworth Golf Maintenance Facility
- Golf Operations and Maintenance

Facilities

USCG

- Cape Cod Unaccompanied Personnel Housing
- C41SR Building 500

University of North Florida

- Student Residence

Garland ISD

- New Technology Center Distribution Center

YEARS OF EXPERIENCE

Joined PBK in 2025
Years with Other Firms: 32

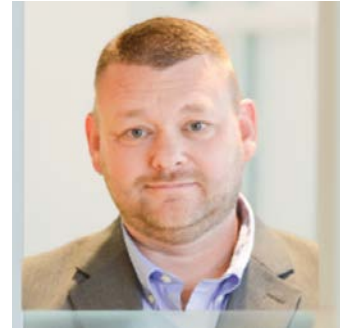
EDUCATION

Master of Science in
Civil Engineering
Virginia Tech

REGISTRATIONS

FL PE #53202

Jonathan has over 24 years of experience in building enclosures, architectural design, construction management, and technical design, with his latest experience focusing on roofing, building rehab, and forensics. Jonathan will provide insight into building envelope enhancements to ensure the strength and resilience of this critical facility.



JONATHAN MATTHEWS, IIBEC

BUILDING ENVELOPE SPECIALIST

- City of St. Petersburg SW, NW, & NE WRF Operations and Maintenance Building
- City of Dunedin WW Plant Building Hardening
- City of Clearwater Phillies Training Center Facility
- University of North Florida Phase II Coggins College of Business Building, Jacksonville
- Baldwin County District County Office Renovation

- Clayton County Public Schools Group V
- Clayton County Public Schools Group VI
- Palos Verdes Unified School District 2024 Roofing Consultant Services
- Wylie Independent School District Administration Additions and Renovations
- Wylie Independent School District Hartman Pre-K Renovation

YEARS OF EXPERIENCE
Joined PBK in 2024
Years with Other Firms: 24

EDUCATION
Building Construction Management
University of Phoenix

Computer Aided Design
Clackmas Community College

With nearly a decade of experience in mechanical systems design, Henryk specializes in HVAC, plumbing, and fire protection engineering across a broad range of project types, including municipal, renovation, commercial, and aviation facilities. His hands-on approach ensures system performance, energy efficiency, and code compliance throughout all project phases. For Charlotte County, Henryk contributes to the development of reliable, sustainable, and well-coordinated Mechanical, Plumbing and Fire Protection systems that support the County's operational and long-term facility goals.



HENRYK DIAZ, PE

MECHANICAL/PLUMBING/FP LEAD ENGINEER

- Pinellas County - Keller Warehouse & Emergency Operations Center
- Power Design - Event Space Buildout
- Pasco County Hudson Library Renovations
- Sarasota County Preserve West Villages
- University of South Florida Student Housing Village*

- Hillsborough Community College Southshore Science and Technology Building*
- Tampa International Airport Economy Garage*
- Lee County Luminary Hotel & Convention Center*
- Collier County Mooring Park Grande Lake*

YEARS OF EXPERIENCE
Joined PBK in 2024
Years with Other Firms: 9

EDUCATION
Bachelor of Science in Mechanical Engineering
University of South Florida

REGISTRATIONS
FL PE #90604

*previous firm experience

Brett is a seasoned electrical engineer with extensive experience delivering mission-critical, public safety, emergency operations, K-12, and municipal facilities throughout Florida. His expertise includes resilient electrical system design, hardened facility infrastructure, emergency power systems, energy-efficient solutions, and the integration of alternative energy sources such as photovoltaic systems. Brett is known for engineering solutions that meet strict energy budgets, enhance facility reliability, and support long-term operational sustainability. He consistently contributes to project success through technical excellence, collaboration, and a deep understanding of high-performance building requirements.



BRETT SANDS, PE, LEED AP BD+C ELECTRICAL ENGINEER

Charlotte County

- Sheriff's Office District 1 Headquarters
- Sheriff's District 3 Headquarters
- Emergency Operations Center Expansion and Renovation
- Sheriff's Office District 5 Headquarters and Babcock Ranch Fire Station 9

Lee County

- Emergency Operations Center
- Emergency Operations Center Expansion

- Collier County Emergency Operations Center
- Sarasota County Emergency Operations Center
- Hendry County Emergency Operations Center
- Punta Gorda Public Safety Complex
- Fort Myers Police Department Headquarters
- Palmetto Police Department
- North Port City Hall & Police Station

YEARS OF EXPERIENCE

Joined TLC in 1994
Years with Other Firms: 12

EDUCATION

Bachelor of Science in
Architectural Engineering
Pennsylvania State University

REGISTRATIONS

FL PE #48477

Santiago is a technology design specialist with 25 years of experience and a strong history supporting PBK projects. He has led the planning and implementation of integrated technology systems for complex EOC, public safety, and municipal facilities across Florida and beyond, delivering coordinated and reliable mission-critical solutions. His deep technical expertise and long-standing collaboration with PBK provide valuable continuity and leadership. Notable PBK projects include the City of Melbourne Joseph Pellicano Law Enforcement Center & Emergency Operations Center, the City of Palm Beach Gardens Emergency Operations Center.



SANTIAGO BERON, RCDD CTS-D TECHNOLOGY CONSULTANT

- Charlotte County Emergency Operations Center Expansion and Renovation
- Sarasota County Sheriff's Office Headquarters Addition & Renovation
- WD Sugg Middle School Replacement
- Gateway High School
- Lehigh Acres Middle School
- Cape Coral Police Department Headquarters

- Brevard County Emergency Operations Center
- Hillsborough County Public Safety Operations Complex
- Pinellas County Emergency Operations Center
- Coco Beach Police Headquarters
- Melbourne Joseph Pellicano Law Enforcement Center & Emergency Operations Center
- Palm Beach Gardens Emergency Operations Communications Center

YEARS OF EXPERIENCE

Joined TLC in 2003
Years with Other Firms: 13

EDUCATION

Master of Business Administration
in Business Admin. & Management
ICESI University

Bachelor of Science in Electrical
Engineering
Pontificia University Javeriana

REGISTRATIONS

RCDD, BICSI, CTS-D, AVIXA

Todd is a Vice President with over 20 years of comprehensive experience in the design, permitting, management, and construction of an extensive range of projects for both the public and private sectors. He manages the Port Charlotte branch office, which services Charlotte County, DeSoto County, Sarasota County, and the City of North Port. As a manager, he is responsible for the office's everyday operations. He uses his experience to place individuals on a project that will draw upon the team's best engineering and/or surveying skills for each project.



TODD REBOL, PE
CIVIL ENGINEER

City of Punta Gorda

- Herald Court Garage

Charlotte County

- Mac V. Horton West County Annex
- Family Services Phase 1 & 2
- Recreation Center & Pool Facility
- District 1 Sheriff's Office Headquarters
- District 3 Sheriff's Office Headquarters
- Harbor Boulevard Improvements

- Sidewalks - Year Three Improvements

- Placida Boat Ramp - Restroom Facility

- Parks & Recreation Restroom Prototype

- Emergency Operations Center (EOC) Expansion

- Cultural Center Master Plan

Charlotte County Affiliations

- Charlotte County Industrial Development Authority

YEARS OF EXPERIENCE
Joined Atwell in 2002
Years with Other Firms: 0

EDUCATION
Bachelor of Science in
Mechanical Engineering
University of South Florida

REGISTRATIONS
FL PE #64040

As a Project Manager with Atwell, LLC., Mr. Rebol is responsible for managing the design, permitting and construction aspects for a larger variety of development projects. He has garnered considerable experience in the preparation of engineering construction plans and local, state, and federal permitting. Mr. Rebol has comprehensive experience in the design and analysis of a large range of civil engineering fields, including but not limited to, wastewater collection and conveyance systems, roadway improvements, sidewalk design and utility improvements. Additionally, he has valued experience in completing construction inspection, cost estimating and design modeling. Mr. Rebol has a strong knowledge in the permit requirements and current rules and regulations that will be critical for a successful project.



CLAYTON REBOL, PE
CIVIL ENGINEER

City of Punta Gorda

- Herald Court Garage

Charlotte County

- Mac V. Horton West County Annex
- Family Services Phase 1 & 2
- Recreation Center & Pool Facility
- District 1 Sheriff's Office Headquarters
- District 3 Sheriff's Office Headquarters
- Harbor Boulevard Improvements

- Sidewalks - Year Three Improvements

- Placida Boat Ramp - Restroom Facility

- Parks & Recreation Restroom Prototype

- Emergency Operations Center (EOC) Expansion

- Cultural Center Master Plan

Charlotte County Affiliations

- Charlotte / DeSoto Building Industry Association

YEARS OF EXPERIENCE
Joined Atwell in 2003
Years with Other Firms: 0

EDUCATION
Bachelor of Science in
Civil Engineering
University of South Florida

REGISTRATIONS
FL PE #70173

Steven is a registered land surveyor with 27 years of experience in Southwest Florida. He has coordinated the field surveying and office mapping of design surveys for many large developments. Steven has extensive experience producing ALTA/ACSM land title surveys, condominium exhibits, record plats, topographic and jurisdictional surveys, utility route surveys and roadway improvement surveys. As Director of Surveying, Steven oversees the company's survey operations.



STEVEN SONBERG, EP, PSM
SURVEYOR

Charlotte County

- Sheriff's Administration & Forensics Lab
- Department of Health
- Fire Station #3
- Fire Station #17
- Transfer Station

YEARS OF EXPERIENCE
Joined Atwell in 2017
Years with Other Firms: 19

EDUCATION
University of Florida

REGISTRATIONS
FL PE #92103
FL Professional Surveyor #6656

Marisa Mangani is a former award - winning executive chef and has over 30 years food service design, and project management experience. Her hands - on approach to design has resulted in successful designs across all areas of the food service industry including country clubs, hotels, restaurants, senior living, government, schools, resorts, hospitals, and churches.



MARISA MANGANI
FOOD SERVICE CONSULTANT

- Charlotte County Emergency Operations Center Expansion/ Renovation
- Charlotte Behavioral Health
- Centerstone behavioral Health
- Havana Community Development Center
- Gulfside Hospice House
- Turley Healthcare
- Lightshare Treatment Center
- LECOM City Park
- 17th Street Park
- STARS Complex
- Oakley Rehab of Wesley Chapel

YEARS OF EXPERIENCE
Joined Mise En Place in 2022
Years with Other Firms: 34

EDUCATION
Associate of Science in Restaurant Management
Portland Community College

Robert A. Kaupp has over 40 years of diversified construction experience. Projects range from Commerical, Institutional, Retail 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 C C & A he is currently providing cost estimates, construction sequence phasing schedules, constructability analysis, drawing review/quality control, value engineering analysis and LEED facilitator services to various Owners and Architects.



ROBERT KAUPP, LEED AP COST ESTIMATOR

Pinellas County

- Operations Building Addition
- Courts Consolidation
- Jails Assessment
- Sheriff's Administration & Forensics Lab

Pasco County

- Nottingham Public Works Facility

Hernando County

- Public Works

City of Tampa

- Public Works

City of Bradenton

- Vehicle Maintenance Facility

St. Johns County

- Fire/Sheriff Facility

Pinellas Park

- Public Safety Facility

YEARS OF EXPERIENCE

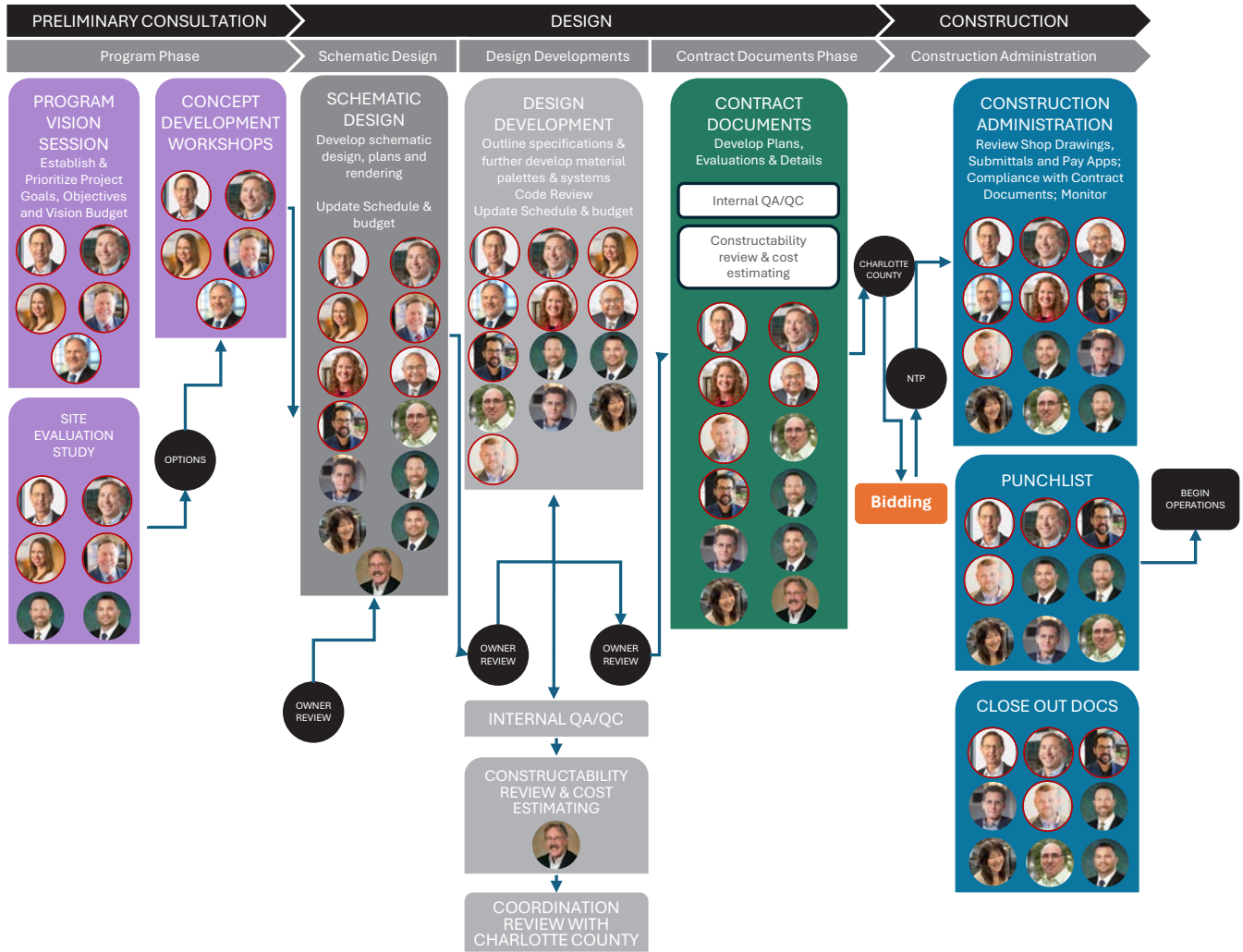
Joined CC&A in 1991
Years with Other Firms: 45

EDUCATION

Bachelor of Structural Engineering
Syracuse University



MANAGEMENT PLAN - PERSONNEL BY PHASES



PRK + Consultants Roster

ROLES & RESPONSIBILITIES

PBK has assembled a highly specialized team whose experience in emergency management design, healthcare environments, and EHPA-rated facilities directly supports the mission of the Charlotte County Special Needs Safe Room. Each team member brings a distinct perspective and expertise, forming an integrated leadership group capable of addressing the project's technical, operational, and human-centered goals.

LEADERSHIP & CLIENT ADVOCACY

Tom Mayo, AIA – Principal-in-Charge

As Principal-in-Charge, Tom provides overarching leadership and serves as the County's primary executive-level liaison. He ensures that the project remains aligned with Charlotte County's mission, operational needs, and FEMA/HMGP funding requirements. Tom will oversee major decisions, support critical path schedule performance, and ensure the team maintains the highest standards of coordination, quality, and responsiveness. His leadership anchors the project from initiation through construction completion.

PROJECT MANAGEMENT & COORDINATION

Emmet Aken – Project Manager

Emmet will lead the day-to-day management of the project, serving as the central point of coordination among the County, PBK's internal team, and all engineering partners. His responsibilities include maintaining schedules, facilitating stakeholder communication, conducting milestone reviews, and ensuring adherence to scope, budget, and grant requirements. With a strong background managing multidisciplinary emergency operations and public safety projects such as the St. Petersburg Police Department Headquarters/Citywide Emergency Operations Center and the Sarasota County Sheriff's Office Headquarters Expansion Emmet brings the steady oversight required for a complex, schedule-sensitive facility such as this Special Needs Safe Room.

DESIGN EXCELLENCE & ARCHITECTURAL VISION

Amy Bradlow – Lead Designer

As Lead Designer, Amy will guide the architectural vision of the facility, translating Charlotte County's operational goals and community values into a resilient, intuitive, and compassionate built environment. Her experience in emergency operations, shelter, and public safety architecture positions her to lead

the development of design concepts that balance safety, accessibility, and occupant well-being. Amy will lead the programming effort and shape the spatial organization, massing, building character, and overall functional flow. Her design oversight will ensure the facility supports medically vulnerable occupants, care providers, and emergency operations staff in high-stress conditions.

SPECIAL NEEDS & HEALTHCARE EXPERTISE

Howard Braukman – Special Needs Healthcare Expert

Howard is PBK's leading healthcare architect. Notable projects Howard has lead design on include Baycare Free Standing Emergency Departments across the West coast, Golisano Children's Hospital and various clinic renovations and additions for Advent Health North Pinellas. He also has extensive expertise and experience in behavioral health facilities and considerations. He brings essential expertise in healthcare environments, medical support requirements, and special-needs operational protocols. His role is to ensure the facility is designed to support individuals with medical dependencies—including oxygen use, mobility assistance, durable medical equipment, and conditions requiring continuous supervision or environmental control. Howard will guide decisions regarding infection control measures, patient support spaces, caregiver accommodations, and systems needed to sustain medical functions during prolonged emergency events. His involvement ensures the building not only protects life during hurricanes but also supports critical care needs for vulnerable populations.

A UNIFIED, PURPOSE-DRIVEN TEAM

Together, Tom, Emmet, Amy, and Howard form a leadership group grounded in resilience, compassion, and technical excellence. Their combined experience in EOC design, special needs and EHPA shelters, and healthcare environments uniquely positions PBK to deliver a facility that not only withstands the physical demands of a major storm but also provides a safe, supportive, and medically appropriate environment for Charlotte County's most vulnerable residents.



REFERENCES

PBK

Trey Jayne
 Director of Maintenance & Operations
 Charlotte County Public Schools
 Office: 941.575.5400 ext. 1306
 Direct: 941.575.5420

Troy Buhs
 Senior Project Manager, Facilities
 Collier County Public Schools
 39.377.0244
 buhst@collierschools.com

Ray Boss
 Manager of Facilities & Security
 Lee County Electric Cooperative
 Raymond.Boss@lcec.net
 239.229.8019

Troy Barone
 Principal Project Manager
 Collier County
 Tony.Berone@colliercountyfl.gov
 239.252.8696

LEAD DESIGNER: Amy Weber Bradlow, AIA, LEED GA

David Gillespie
 Chief of Police
 Melbourne Police Department
 321.608.6511

Major Todd Johnson
 City of Clearwater Police Department
 727.562.4299

James E. Jackson Jr., AIA
 Senior Project Coordinator
 City of St. Petersburg
 727.892.5342





PREVIOUS EXPERIENCE OF TEAM PROPOSED FOR THIS PROJECTS

The PBK team proposed for the Charlotte County Special Needs Safe Room brings a deeply collaborative history grounded in civic, emergency management, and healthcare design throughout Florida. Under the leadership of Principal-in-Charge Tom Mayo, this group has worked together in multiple configurations on public-sector facilities requiring the same level of complexity, coordination, and resiliency expected for this project.

Tom and Amy have partnered on numerous government and critical-facility projects across the state, including emergency operations centers, law enforcement headquarters, public safety facilities, and multi-use civic buildings. Their partnership includes projects such as the Charlotte County Emergency Operations Center Expansion, Charlotte County Cultural Center Master Plan, and Collier County Senior Center Expansion, all of which required detailed programming workshops, feasibility studies, —directly aligning with the needs of a Special Needs Safe Room.

The team has also collaborated extensively on high-performance public safety environments, including the Sarasota County Sheriff's Office Headquarters Expansion, Clearwater Police Department Substation and Citywide EOC, St. Petersburg Police Department Headquarters and EOC, and

the Melbourne Police Department Headquarters and EOC, where Amy led design and Emmet served as project manager. These projects share the same operational requirements as this safe room—redundant MEP systems, hardened structures, secure circulation, and flexible activation spaces.

In addition, Howard Braukman, PBK's Special Needs Healthcare Expert, has partnered with Amy on multiple healthcare projects serving medically dependent and vulnerable populations, including the Bert Muller Home and The Cottages (Intermediate Care Facilities). His work on healthcare, simulation labs, and medically supported living environments brings critical perspective to the design of a facility intended for occupants with health-related special needs.

Together, this team brings decades of combined experience delivering projects with comparable complexity, scale, and public impact—ranging from countywide emergency preparedness facilities to healthcare environments requiring infection control, accessibility, and specialized equipment planning. Their long-standing working relationships ensure seamless coordination, consistent communication, and a unified approach to designing a resilient, safe, and medically supportive Special Needs Safe Room for Charlotte County.

RELEVANT WORK HISTORY

PBK is one of Florida's most experienced firms in the design of multi-use civic facilities, emergency management buildings, EHPA shelters, and healthcare-support environments. The proposed project team draws from this robust portfolio to bring Charlotte County specialized, relevant expertise.

EMERGENCY OPERATIONS CENTERS & MULTI-USE GOVERNMENT FACILITIES

PBK has designed more than 40 Emergency Operations Centers and public safety facilities across the country. Many of these facilities are designed to withstand 200 mph wind speeds, maintain continuous operations during storm events, and incorporate redundant systems, secure zones, advanced communication networks, and flexible training spaces.

Relevant examples in Florida include:

- Charlotte County Emergency Operations Center – both the original building and the expansion that is currently in the design process
- St. Petersburg Emergency Operations Center / Police Headquarters
- Clearwater Emergency Operations Center / Police Headquarters
- Melbourne Emergency Operations Center / Police Headquarters
- Pinellas County Emergency Operations Center/Sheriff's Headquarters
- Collier County Emergency Operations Center/ Emergency Services Complex

All of our Emergency Operations Center facilities are designed to provide necessary bunk space, food service, and continuous systems operation during emergency events, while also providing blue-skies usage such as training space when the facilities are not activated.

SPECIAL NEEDS AND EHPA-RATED SHELTERS

PBK has decades of experience designing EHPA storm shelters for school districts and municipal clients—including facilities that support special needs populations requiring ADA access, medical equipment, caregiver support, and extended stay provisions. These spaces demand hardened structures, storm-rated envelope components, and MEP systems capable of sustaining life-support equipment under extended emergency power use.

Projects include:

- K-12 Special Needs shelters designed to FEMA P-361 / ICC 500
 - Freedom Crossing Academy
 - Pacetti Bay Middle School
 - Umatilla Elementary School
 - Astatula Elementary School

- Community shelters with integrated medical support zones
- Safe evacuation centers requiring redundancy, infection control measures, and secure infrastructure

In addition to these, PBK has designed over 40 EHPA shelters through Florida.

MEDICAL FACILITIES & MEDICAL TRAINING SPACES

The team has deep experience in healthcare environments, including:

- Medical labs requiring specialized HVAC and electrical infrastructure - such as those designed for the BayCare Fress Standing Emergency Departments
- Senior-care facilities and assisted living centers with medically dependent populations - such as Pines of Sarasota Senior Living Rehabilitation Memory Care
- Healthcare renovation and expansion projects requiring continuous operations and infection control - such as the Winter Haven Hospital Bostick Center Expansion.

This combination of emergency operations knowledge and medical-support experience is critical to designing a Special Needs Safe Room where architecture and MEP systems must function as a cohesive, resilient life-safety environment.



EXPERIENCE WITH FEDERALLY FUNDED GRANT PROJECTS

PBK has extensive experience delivering FEMA-, HUD-, HMGP-, CDBG-, and state grant-funded projects across Florida. Our team understands the rigorous documentation, cost tracking, compliance, and reporting requirements that accompany grant funded building projects, especially those involving resiliency improvements or emergency management functions.

Our grant-funded experience includes:

- **Charlotte County Emergency Operations Center** – Completed under grant funding with PBK supporting the County's documentation, permitting coordination, and compliance milestones.
- **Parc Center for Disabilities** – PBK developed multiple phases of concept plans and cost estimates to support grant applications and has completed several grant-funded improvement projects.
- **Gulfport Senior Center (HUD-funded)** – PBK provided conceptual design, cost models, and updated estimates as the City pursued multi-year funding, with the project currently entering implementation.
- **City of Gulfport Public Safety Complex Study** – PBK prepared conceptual designs and cost models for a new Emergency Operations Center, Police HQ, and Fire HQ to support their upcoming grant applications.

We routinely assist public-sector clients with:

- Preliminary concepts and scoping
- Cost estimates for grant application packages
- FEMA-required environmental documentation
- Procurement and reporting compliance
- Budget/schedule documentation throughout the grant cycle

Our understanding of HMGP, FEMA, and CDBG documentation ensures that the Special Needs Safe Room is designed—and documented—to fully meet grant performance timelines, eligible cost criteria, and required submittal formats.

The PBK team brings unmatched experience in designing facilities where public safety, emergency resilience, and medical support intersect. Their combined background in EOCs, EHPA shelters, healthcare environments, and federally funded civic projects makes them uniquely qualified to deliver a Special Needs Safe Room that supports Charlotte County's most vulnerable residents while meeting the highest standards of safety, documentation, and performance.





SCHEDULE CONTROL & MANAGEMENT APPROACH

TECHNIQUES PLANNED TO ASSURE THE SCHEDULE WILL BE MET

PBK employs a highly structured, proactive scheduling framework that has been refined through decades of work on emergency facilities, FEMA-funded projects, and EHPA-rated shelters across Florida. Because the Special Needs Safe Room must comply with strict performance periods and funding requirements, PBK will use the following techniques to ensure the project remains on schedule from Notice to Proceed through FEMA closeout:

Early, Detailed Project Initiation

- **Schedule and Deliverable Work Plan:** Within 10 days of NTP, PBK will issue a comprehensive Project Work Plan outlining milestone dates, submission deadlines, FEMA documentation requirements, permitting pathways, and internal QA/QC checkpoints.
- **Parallel Work Streams:** Programming, site verification, early engineering coordination, and FEMA/ICC-500 compliance reviews will begin concurrently to shorten the overall design duration.

Integrated, Multidisciplinary Coordination

- **BIM-Based Workflow:** Using real-time Building Information Modeling (BIM/Revit), architectural, civil, and MEP teams work simultaneously, allowing faster coordination and reducing downstream rework.
- **Weekly Internal Coordination Meetings:** PBK conducts internal check-ins to review progress, adjust workloads, and ensure that design milestones remain on track.

Milestone Management & County Engagement

- **Structured Milestone Reviews:** PBK will engage the County at SD, DD, and CD submissions with defined review windows for stakeholder input and comment responses by PBK and consultants to avoid bottlenecks.
- **FEMA Schedule Alignment:** All design deliverables will be sequenced to align with the HMGP grant timeline, ensuring compliance with documentation, procurement, and construction readiness requirements.

Permitting and Agency Coordination

- **Early Contact with Permitting Authorities:** PBK's civil and architectural leads initiate early conversations with the Charlotte County Building Division, Fire Marshal, SWFWMD and utility agencies to identify lead times and streamline submittals.
- **ICC 500 & P-361 Compliance Pre-Review:** PBK performs an internal FEMA compliance audit early in design to ensure all requirements are met.

Real-Time Tracking & Issue Resolution

- **Dynamic Schedule Tracking System:** PBK uses a cloud-based project management system to track deliverables, flag schedule risks, and communicate updates with County staff.
- **Rapid Response Protocol:** PBK commits to 24–48-hour turnaround on County questions, submittals, and clarifications to maintain progress and prevent delays.



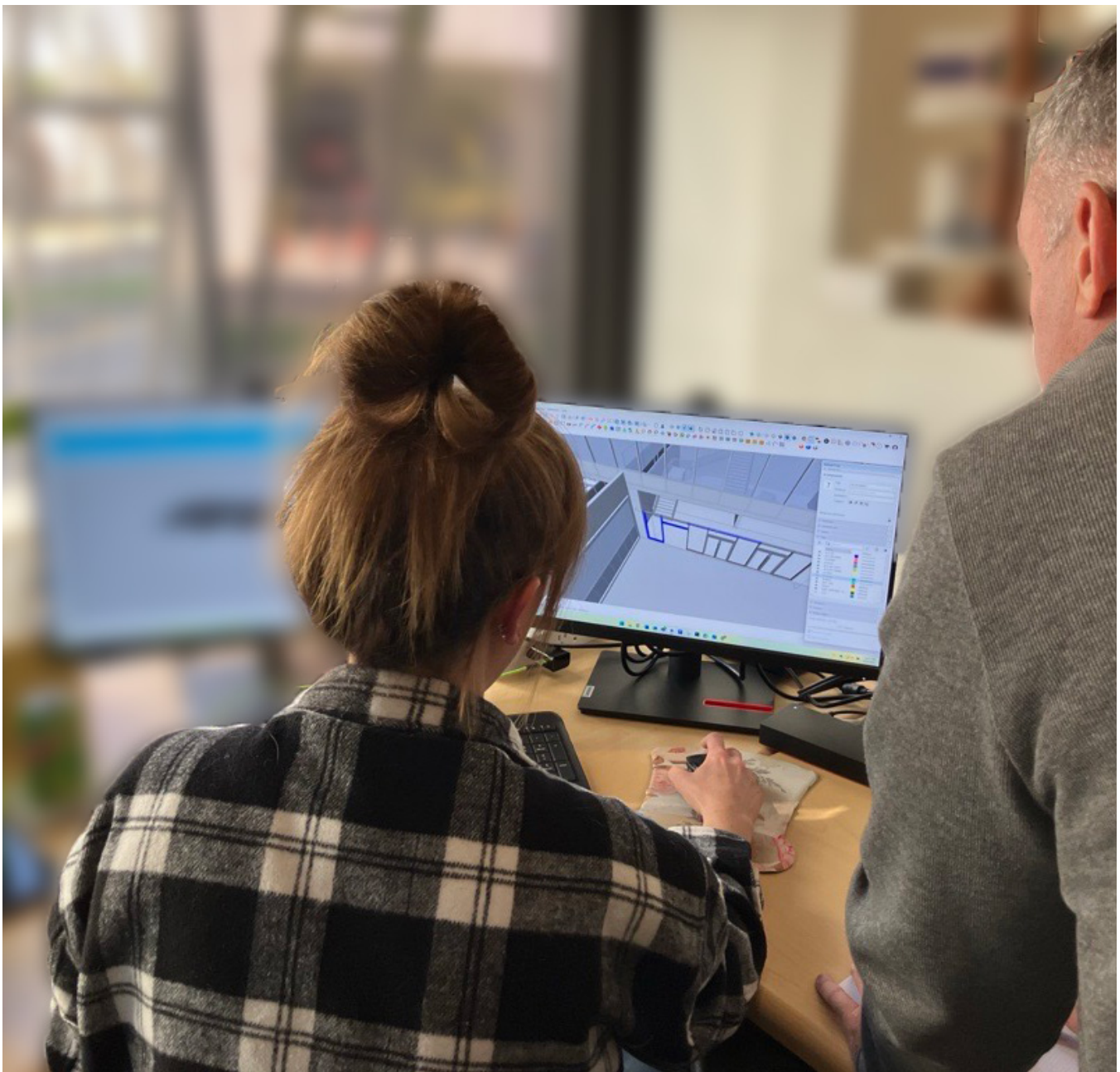
WHO WILL BE RESPONSIBLE FOR ASSURING THE SCHEDULE WILL BE MET

Schedule performance will be overseen through a coordinated leadership structure. Tom Mayo, AIA, will serve as Principal-in-Charge and provide executive oversight, ensuring resources are available and any schedule risks are addressed immediately. Emmet Van Aken, the Project Manager, will be the day-to-day scheduling lead—maintaining the master schedule, monitoring progress, facilitating weekly coordination meetings, and ensuring all milestone deadlines are met.

As Lead Designer, Amy Bradlow will support schedule adherence by initiating a thorough programming process, leading the conceptual design, and providing design oversight throughout the project to ensure the County's goals are met.

Each engineering discipline lead will manage their respective timelines to ensure all components align with PBK's overall project schedule, with Emmet providing oversight and coordination between disciplines to ensure all team members remain on track and meet deadlines.

This leadership team provides clear accountability, coordinated communication, and timely decision-making to ensure all schedule requirements are successfully met.



COST CONTROL & MANAGEMENT APPROACH

PLANNED COST CONTROL TECHNIQUES

PBK's approach to cost control is built around early clarity, continuous validation, and proactive coordination—all essential for a facility that must meet FEMA standards and remain within grant and County funding limits.

Early Cost Framework and Budget Alignment

- Initial Cost Model: At project initiation, PBK develops a baseline cost model that reflects FEMA P-361 requirements, EHPA enhancements, redundant electrical and mechanical systems, and medical support considerations.
- Clear Prioritization of Needs vs. Enhancements: PBK works with the County to differentiate essential life-safety and health-support functions from optional features that may be structured as add alternates.

Milestone-Based Cost Validation

- Cost Estimates at SD, DD, and CD: Each estimate is compared against the established GMP or budget target.
- Third-Party Cost Estimator Integration: PBK incorporates independent cost validation to ensure accuracy, transparency, and early identification of potential cost impacts.

Building Information Modeling (BIM) for Cost Accuracy

- Clash Detection: BIM clash detection is used to identify potential conflicts between architectural, structural, civil, and MEP elements before construction, eliminating costly rework later.
- Quantity Accuracy: BIM-generated quantities provide accurate basis-of-estimate data at each phase. Our model can also be provided to the contractor for their reference during construction.

Value Engineering & Life-Cycle Analysis

- Collaborative Value Workshops: PBK facilitates VE sessions with County staff and (if applicable) the CMAR to evaluate materials, systems, and constructability improvements without reducing durability and resilience.
- Life-Cycle Cost Analysis: Evaluates long-term operating costs such as generator fuel consumption, HVAC loads, and maintenance needs to inform cost-efficient system selection.

Permitting & Procurement Efficiency

- Well-Coordinated Documents: Highly coordinated construction documents reduce RFIs and minimize or eliminate potential change orders.
- Multiple Manufacturer Specifications: PBK specifies a minimum of three acceptable manufacturers per product to encourage competitive pricing.

Responsiveness During Construction Administration

- 24–48 Hour Turnaround: Fast response to RFIs and submittals reduces contractor downtime and prevents cost escalation.
- Clear Documentation: PBK tracks all decisions, clarifications, and change requests to maintain transparency and control.

DEMONSTRATED ABILITY TO MEET PROJECT COST CONTROL

PBK has an exceptional record of delivering EHPA facilities, emergency operations centers, and health-related special needs spaces within established budgets.

Recent examples include:

- Charlotte County EHPA and school shelter projects, delivered with <3% change orders.
- Public Safety and EOC facilities for Collier County, City of Clearwater consistently completed within allocated budgets due to early cost alignment and disciplined QA/QC.
- Pinellas County Emergency Operations Center was completed on time, and significantly under budget.
- St. Pete Emergency Operations Center /Police Headquarters was completed on time and on budget.

Our track record demonstrates PBK's ability to design highly technical, health-supportive, storm-hardened facilities while maintaining strict cost discipline.

WHO WILL BE RESPONSIBLE FOR COST CONTROL

This team structure ensures cost accountability from concept to construction closeout.

Provides executive oversight to ensure budget adherence and approves major cost-related decisions.

Tom Mayo, AIA
Principal-in-Charge

Emmet Van Aken
Project Manager

Serves as the primary cost-control lead, responsible for:

- Managing the cost estimating process
- Tracking design decisions against the budget
- Coordinating value engineering sessions
- Maintaining budget documentation required for FEMA compliance

Each discipline lead evaluates cost impacts within their scope and coordinates with the PM to ensure all design choices remain budget-conscious and consistent with FEMA P-361/EHPA requirements.

**Engineering
Team**

CC&A
Third-Party Cost
Estimator

Provides independent cost estimates at each design milestone to ensure reliable cost projections and prevent budget overruns.

RECENT, CURRENT, & PROJECTED WORKLOAD

PROJECT	KEY PERSONNEL	% COMPLETE
Lee County Libraries Noise Suppression	Tom Mayo	40%
Lee County Solid Waste Admin East	Tom Mayo	85%
Collier County Vanderbilt Beach Facilities Restrooms	Tom Mayo	90%
Collier County Senior Center Expansion & Hardening	Tom Mayo	77%
Lee County Property Appraiser	Tom Mayo	77%
Sarasota County Sheriff's HQ Expansion	Emmet Van Aken, Amy Bradlow, Winola Davidson	37%
FGCU Chick-Fil-A Refresh	Tom Mayo	90%
Mason Academy K-8	Tom Mayo	87%
Charlotte County EOC Expansion	Tom Mayo, Amy Bradlow, Winola Davidson	40%
Ft. Myers Library Youth/Staff Renovation	Tom Mayo	11%
Naples Christian Academy K-12 Master Plan	Tom Mayo	15%
Lee County Facilities Building 4 Remodel	Tom Mayo, Winola Davidson	74%
Lee County Facilities Building 1 Remodel	Tom Mayo, Winola Davidson	72%



APPROACH TO CONSTRUCTABILITY & BIDDING

PBK Architects Florida, Inc. approaches the Charlotte County Special Needs Safe Room with a clear, consistent philosophy: collaboration, clarity, resiliency, and technical accuracy. Drawing on decades of emergency operations, EHPA shelter, government facility, and healthcare design experience, our team brings a fully integrated process built to deliver a safe, medically supportive, and highly coordinated facility that serves the County's most vulnerable residents.

Our approach is grounded in early engagement, disciplined cost and schedule management, and the strategic use of technology to ensure constructability, bidding accuracy, and long-term operational performance.

A. APPROACH TO CONSTRUCTABILITY AND BIDDING

PBK's constructability and bidding methodology is based on proactive coordination, thorough documentation, and a rigorous Quality Control system.

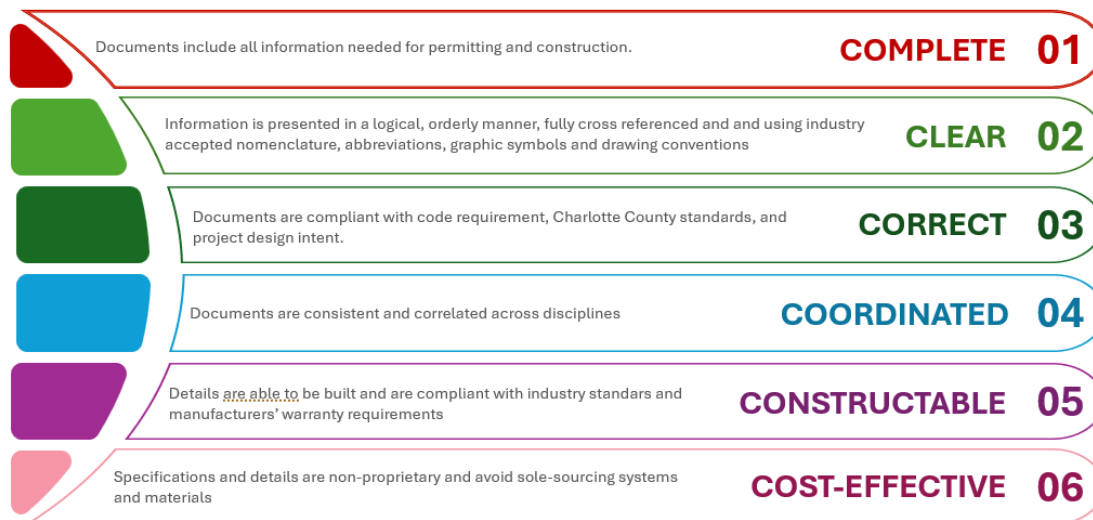
1. Early Constructability Integration

- BIM-driven coordination with all engineering disciplines in real time from schematic design through 100% CDs.
- Clash detection reviews at each design phase to eliminate conflicts before documents reach bidders.
- Constructability reviews by in-house Construction Administrators at the Design Development and Construction Documents phases.
- Regular Proactive Updates to Details and Specifications based on information gathered by our Construction Administration Committee on construction of our projects across the state.

2. Clear, Complete Construction Documents

PBK is known across Florida for producing documents that contractors describe as "clear, coordinated, and easy to bid." We use our 6 C's of Quality Construction Documents to ensure our documents are:

PBK'S 6 C'S OF QUALITY CONSTRUCTION DOCUMENTS



3. Bidding Support

During bidding, PBK will:

- Assist the County in conducting a pre-bid conference, during which we will give an overview of the project, note special conditions and requirements, answer bidders' questions, and present the Revit model to communicate design intent.
- Respond to all RFIs promptly.
- Evaluate potential value-based alternates submitted by bidding firms.
- Issue addenda as necessary to ensure all bidders receive timely clarifications.

This process yields more predictable pricing and reduced need for contingency allowances due to document uncertainty.

ANTICIPATED CHALLENGES AND PROPOSED SOLUTIONS

Special Needs Safe Rooms require careful attention to structure, systems redundancy, medical support functions, and the unique behavioral and physical needs of medically dependent occupants. PBK anticipates the following challenges and has proactive solutions:

1. SERVING A POPULATION WITH A VARIETY OF SPECIAL NEEDS.

Challenge: This facility will be designated as a special needs shelter, but that could mean providing accommodations for people with a variety of different special physical, medical, emotional, or behavioral needs.

Solution:

- Engaging PBK's healthcare and simulation specialists early in programming.
- Site planning to accommodate additional ADA parking spaces, drop-off areas, and public transportation access.
- Providing additional infrastructure for medical support equipment.
- Planning for more space per occupant than a standard shelter layout.
- Designing a flexible plan layout that can separate different groups of people as needed.
- Planning accommodations such as pet relief areas for occupants requiring service animals.

2. GRANT COMPLIANCE

Challenge: The project may be funded by multiple grant sources, with a FEMA Hazard Mitigation Grant (HMGP) for Phase I of the special needs saferoom project and a possible Community Development Block Grant (CDBG) for a stormwater master plan of the site. Different grants have different requirements for reporting and compliance.

Solution:

- Identification of reporting and compliance requirements for each separate grant at project outset.
- Delineation of which aspects of the project are funded by each grant in the project documents.
- Cost estimates coordinated with the various funding sources to confirm budget requirements are met.

3. WETLANDS

Challenge: There is a wetland area in the center of the site.

Solution: PBK has already consulted our civil engineer, Atwell, regarding this area. It is a low-quality wetland and mitigating it will be possible. This mitigation effort will need to begin early in the project to ensure that this mitigation does not impact the project schedule.

4. POTENTIAL FOR MULTIPLE STAKEHOLDERS WITH COMPETING NEEDS.

Challenge: While this facility will be run by the Emergency Management department during activation, it is also intended to have blue-skies uses such as office, training, and meeting space. It is possible that this building will need to serve multiple departments with potentially competing needs.

Solution:

- Early identification of all stakeholder groups with an interest in the project.
- Organization of programming workshops with each stakeholder to understand and document each group's needs.
- Prioritization of competing needs with County leadership.
- Identification of ways to provide multiple uses of spaces for maximum efficiency and flexible layouts that can quickly shift between normal use and emergency activation.
- Follow-ups with each group at design milestones to obtain approval.
- Utilization of a comment resolution matrix to confirm all requests are addressed.

5. SUSTAINABILITY

Challenge: Although this project will not be LEED-certified, the County would like to utilize sustainable standards. Given that special needs shelters require not only systems redundancy for continuous operation, but also higher power requirements to support medical needs, meeting sustainable goals can be a challenge.

Solution:

- Early identification and prioritization of sustainable goals.
- Early engagement of engineers.
- Regular sustainability check-ins throughout the project to ensure sustainable goals are met.

METHODS TO ENSURE CHARLOTTE COUNTY RECEIVES A QUALITY PROJECT WITHIN BUDGET AND SCHEDULE

PBK employs a rigorous, multi-layered quality management and cost-control process proven across hundreds of public-sector projects.

COMPREHENSIVE BUDGET CONTROL

- Cost estimating at every milestone (SD, DD, early CD, 90% CD).
- Life-cycle evaluation of major systems to balance durability and operational cost.
- Value engineering from the beginning, not as a last-stage correction.
- Non-proprietary specifications to maximize competitive bidding.

SCHEDULE ASSURANCE

- Development of a master project schedule issued at kickoff and maintained throughout design.
- Weekly internal coordination meetings among architecture and engineering.
- Early review cycles with Charlotte County staff to avoid late-stage revisions.
- Parallel workstreams—for example, initiating civil permitting while architecture is still in design development.

QUALITY ASSURANCE / QUALITY CONTROL

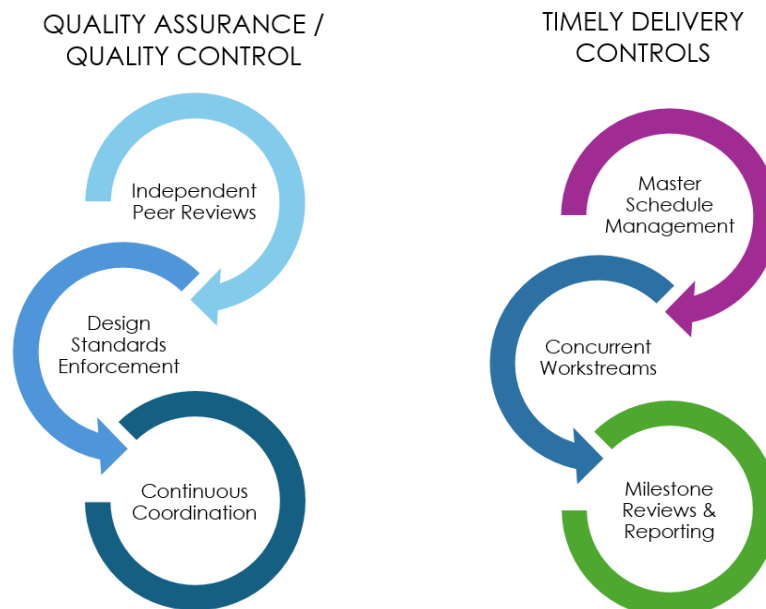
Our QA/QC process includes:

- Internal peer review by an experienced architect at each submittal phase.
- BIM clash detection and coordination reports.
- Independent discipline-specific reviews.
- Technical standards developed and maintained by PBK's internal committees.

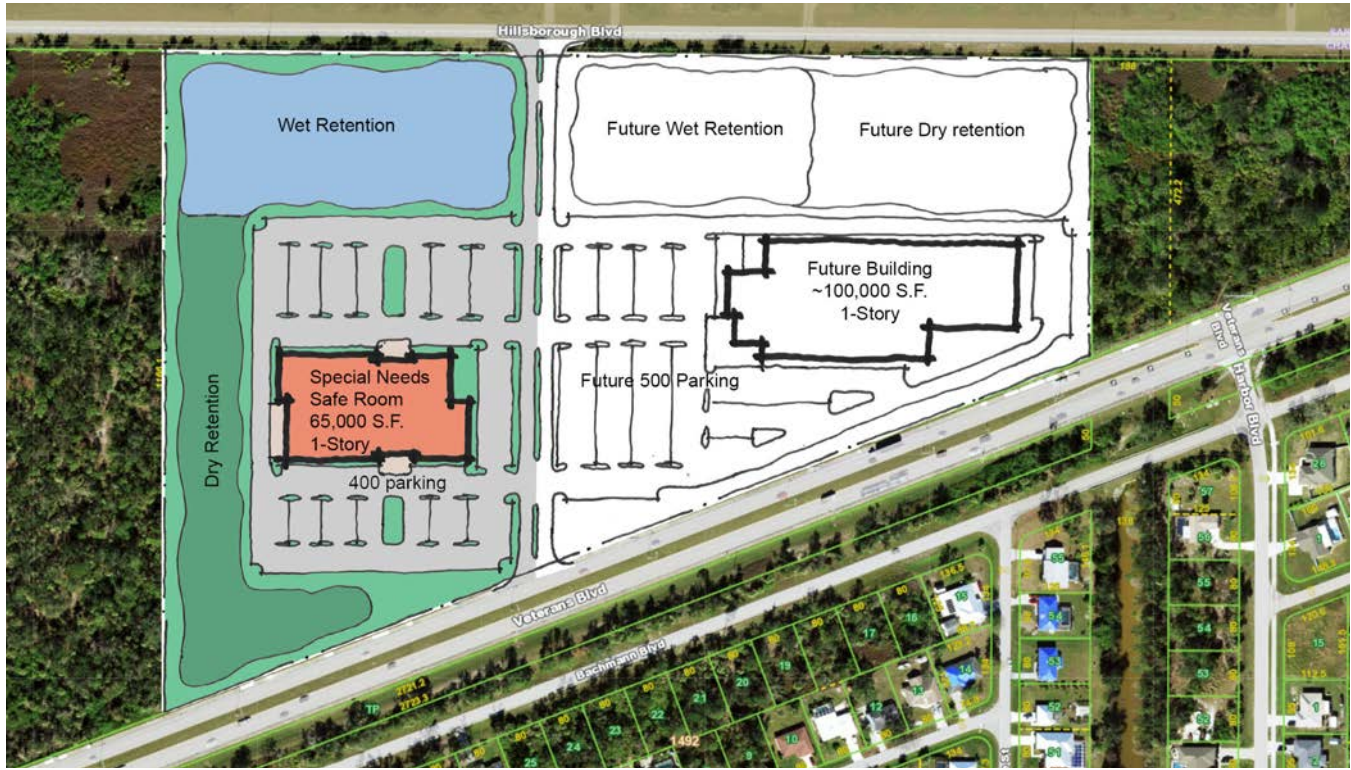
These measures ensure documents that bid smoothly, build efficiently, and reduce change-order risk.

CONSTRUCTION PHASE SUPPORT

- Prompt review of RFIs and submittals
- On-site observation to maintain design intent
- Documentation of issues and rapid resolution
- Support through substantial and final completion
- Post-occupancy assessment with County staff



PRELIMINARY CONCEPT MASTER PLAN



This preliminary plan is provided to help show one possible buildout concept and the approximate total building area to maximize development of the 31.86 acre property. There are many other layout possibilities with this site. We will work with the County during programming and master planning to explore multiple options to develop a preferred concept.

- Approximately $\frac{1}{2}$ of the proposed site will accommodate the project facility program, including the ~65,000 square foot building, parking, and stormwater retention. The remainder of the site may be utilized for other potential future development.
- One-story buildings are shown in this concept. A multi-story building concept would yield additional area efficiency.
- Site access and utilities are available from both Hillsborough Blvd. and Veterans Blvd.
- Adjacent property to the west of the project site is owned by Charlotte County Public schools. Adjacent property to the East of the project site is owned by Charlotte County.
- The existing small wetland area on the project site is of low-quality and may be mitigated.
- The project site is not in a flood zone.
- Surface stormwater retention areas may consume approximately 30% of the site area – approximately $\frac{1}{2}$ for wet retention and $\frac{1}{2}$ for dry retention.
- The addition of a medium cut at Veterans Blvd. for access to the site is likely achievable.

INNOVATIVE APPROACHES IN PROGRAMMING AND DESIGN

The Special Needs Safe Room requires thoughtful design that supports vulnerable populations and enhances emergency response capabilities. PBK brings several innovative approaches:

USER-CENTRIC PROGRAMMING WORKSHOPS

- Initial questionnaires to capture both gray- and blue-skies operational needs.
- Workshops with emergency management leadership, healthcare representatives, facility staff, and stakeholder groups.
- Review of activation plans and their impact on the building design, such as meal plans and caregiver coordination

ADVANCED VISUALIZATION AND VIRTUAL WALKTHROUGHS

- High-quality renderings, 3D simulations, and virtual reality experiences to help the County understand space layouts and operations.
- Real-time design adjustments during meetings for immediate consensus-building.

HEALTHCARE-INFORMED EMERGENCY DESIGN

- Integration of infection control design strategies.
- Flexible sleeping accommodations with acoustic separation.
- ADA-focused design strategies, including power access, bariatric support, and circulation clearances.

TECHNOLOGY-ENHANCED SPACE PLANNING

- Real-time BIM coordination with engineering consultants.
- AI-assisted code checking and design validation workflows to ensure precision.
- Simulation-based analysis of airflow, lighting, and circulation.
- Ability to virtually “walk through” the building model to gain consensus on layout and appearance.

SUSTAINABLE, RESILIENT, LOW-MAINTENANCE SOLUTIONS

- HVAC zoning to reduce energy during non-emergency periods.
- Exterior materials selected for durability in coastal environments.
- Exploration of solar and battery assist systems to strengthen redundancy if desired.

PBK's proposed design approach combines technical rigor, innovative tools, healthcare-informed insight, and decades of public safety design experience. We understand the importance of this Special Needs Safe Room and are committed to delivering a facility that is:

- Resilient during disaster
- Supportive of medically vulnerable residents
- Efficient to operate
- Cost-effective and grant-compliant
- Durable for decades of community use

We look forward to partnering with Charlotte County to create a safe, adaptable, and high-performing environment for your most at-risk community members.







FREEDOM CROSS ACADEMY SPECIAL NEEDS SHELTER

ST. AUGUSTINE, FL

The design of Freedom Crossing Academy is founded on a resilient, centralized organizational model that responds to both everyday educational operations and emergency shelter activation for individuals with health-related needs. Circulation and security flow from a clearly defined, secured entrance into the Administration and Media Center core. From this central hub, all academic wings, arts spaces, physical education facilities and food services extend outward in a radial layout—ensuring that the building footprint remains compact, supervision is easier, and circulation remains simple and contained.

In the context of its emergency shelter use, the core organization enables rapid re-configuration: patients or evacuees with special medical needs can be routed efficiently and safely from the secure entrance into interior zones that are designed for flexibility, access and oversight. The central layout supports a high level of control and monitoring, helping staff provide a comfortable, secure “sense of place” for medically vulnerable occupants even during a crisis situation.

In a shelter scenario, these spaces can readily be converted to ancillary support zones—such as therapy rooms, medical equipment staging, caregiver respite zones, or equipment-charging hubs (for oxygen concentrators, CPAP machines, etc).

By bringing together clear zoning, compact footprint, radial circulation and flexible neighborhood design, the Freedom Crossing prototype supports dual operational modes: a high-performance K-8 educational facility during normal operations, and a thoughtfully configured Special Medical Needs Shelter when activated. This ensures that individuals with health needs—such as those requiring electricity-powered medical equipment or oxygen therapy—are accommodated in a setting where staff supervision, building systems, and spatial layout have been proactively addressed.

This project demonstrates our experience delivering facilities with integrated shelter functions by applying proven design strategies—such as consolidated circulation, flexible compartmentalization, and EHPA-rated areas—that directly support emergency operations for medically vulnerable populations.

OWNER
St. Johns County School Board

SIZE
3-story | 193,725 GSF
1,496 Student Stations

COST
\$36M

COMPLETION DATE
2014

KEY STAFF INVOLVED
Winola Davidson
Ward Friszolowski



PACETTI BAY MIDDLE SCHOOL - SPECIAL NEEDS SHELTER

ST. AUGUSTINE, FL

Pacetti Bay Middle School's prototype design is organized as a single, consolidated building that supports efficient control, clear circulation, and rapid conversion during emergency shelter activation. The three-wing layout provides flexible, compartmentalized areas that can be quickly adapted for medical-needs evacuees, equipment staging, caregiver support, and temporary treatment or monitoring spaces.

Open commons areas—typically used for learning—can be reconfigured using operable partitions to create larger care zones or smaller, contained spaces depending on the level of medical need. Restrooms, planning areas, and distributed ESE spaces within each wing create self-sufficient clusters that enhance supervision and accessibility during shelter operations.

Public areas such as the gymnasium, food-service zone, and multipurpose spaces are positioned for safe after-hours access and can be designated for high-capacity occupancy, distribution, or medical equipment charging. Portions of the facility are designed to meet Enhanced Hurricane Protection Area (EHPA) criteria, enabling the school to function as a reliable Special Medical Needs Shelter for the community during emergencies.

OWNER
St. Johns County School District

SIZE
1,100 Student Stations

COST
\$27M

COMPLETION DATE
2007

KEY STAFF INVOLVED
Gina Tercilla
Winola Davidson
Ward Friszolowski

This project showcases our ability to maintain schedule and cost control through early phasing analysis, disciplined coordination with district staff, the St. Johns County and proactive management of long-lead materials, ensuring the building met both educational and shelter-readiness milestones without overruns.



CHARLOTTE COUNTY EMERGENCY OPERATIONS CENTER EXPANSION

FORT MYERS, FL

Charlotte County's Public Safety Complex continues to evolve as the central hub for the County's emergency readiness, response, and continuity-of-operations functions. Building on the original 31,000 SF facility designed by PBK, the County is now expanding the Complex with an additional 18,000 SF to strengthen operational capacity, improve staff support, and enhance campus-wide resiliency.

The new expansion is being designed to provide Charlotte County with flexible, multi-purpose spaces that serve day-to-day training, departmental meetings, and County COOP activities, while also supporting surge operations during hurricanes or regional emergency events. Additional locker rooms and a commercial kitchen further improve the County's ability to sustain extended operations and accommodate personnel in prolonged activation scenarios.

Located on the County's Public Safety Campus—which includes the ARFF training simulator, fire tower, and fleet maintenance facilities—the expansion integrates seamlessly with existing functions. As part of this effort, PBK is preparing an updated campus master plan to support the County's long-term goals, including future public safety office space and hardened storm-shelter facilities.

Both the existing building and the new expansion are designed as fully hardened structures capable of withstanding hurricane-force winds and storm surge, ensuring that Charlotte County's Emergency Management, Fire Administration, Emergency Operations Center, and redundant 911 dispatch can remain fully operational when the community needs them most. The expansion is scheduled for completion in 2027.

OWNER
Charlotte County Government

SIZE
31,500 SF Original
17,000 SF Expansion

COST
\$19M

COMPLETION DATE
ORIGINAL: 2007
EXPANSION: Est. 2027

KEY STAFF INVOLVED
Tom Mayo
Amy Bradlow
Winola Davidson

This project has benefited from our established relationships with proven local subcontractors who understand Charlotte County's stringent emergency-operations requirements and have consistently delivered high-quality, on-schedule performance on past public safety and municipal projects.



CITY OF ST. PETERSBURG EOC

ST. PETERSBURG, FL

PBK, in partnership with AECOM, designed the City of St. Petersburg's new Police Headquarters and Emergency Operations Center—an advanced, purpose-built facility that supports modern law enforcement operations while strengthening the City's emergency-response capabilities. The three-story building is organized for efficiency: public-facing services on the ground level, Investigations on the second floor, and Administration on the third, with the City's centralized data center integrated into the secure core.

In addition to daily police operations, the facility functions as the City-wide EOC, with the Training area designed to convert into emergency accommodations during activation. The headquarters and all associated support structures are fully hardened, engineered to withstand 195-mph wind loads, and equipped with redundant water, sanitary sewer, and generator systems to maintain full functionality for a minimum of 72 hours during and after major events. This resilient and flexible design ensures that the City can continue critical operations when the community needs it most.

When PBK was originally awarded the project, there was a building program provided by another architect which exceeded the City's budget. PBK worked closely with the City to value engineer the program to an affordable size. PBK assisted the City and PD in identifying ways to make spaces multifunctional, thereby eliminating unnecessary space. The team was able to reduce the program from 227,000 SF to 179,000 SF and stay within budget. The true testament to the success of this effort was that once the project was built, the PD told us that they got everything they needed, including room for growth – they did not feel that they made any sacrifices by reducing the square footage.

OWNER
City of St. Petersburg

SIZE
179,303 SF

COST
\$61.8M

COMPLETION DATE
2020

KEY STAFF INVOLVED
Amy Bradlow
Winola Davidson
Ward Friszolowski
Emmet Van Aken

The project was delivered with strict schedule and cost control, supported by early risk identification and continuous budget validation to keep the complex, hardened facility on time and within budget.



CITY OF MELBOURNE POLICE DEPARTMENT & EOC MELBOURNE, FL

The complexity of this project led to a few challenges during construction, but the design team worked closely with the contractor and local subcontractors to quickly resolve the issues. One example was difficulty sourcing the door from the lobby into the Community Room. The door was required to be both ballistic and fire rated, and due to the prominent location, the City wanted a door that matched the rest of the wood doors in appearance. PBK was able to collaborate with the GC and subcontractor to source a door meeting those requirements.

OWNER
City of Melbourne

SIZE
75,611 SF

COST
\$33.9M

COMPLETION DATE
2024

KEY STAFF INVOLVED
Amy Bradlow
Winola Davidson
Ward Friszolowski

Value engineering efforts included developing alternate drywall details to reduce installation complexity and cost, and implementing an Ice Storage System that, despite higher initial cost, will pay for itself within seven years and provide long-term operational savings.



CLEARWATER POLICE DEPARTMENT SUBSTATION /CITY EMERGENCY OPERATIONS CENTER CLEARWATER, FL

The Clearwater Police / City Emergency Operations Center is a fully hardened replacement facility designed to remain open and fully operational during major emergencies, capable of withstanding Category 5 hurricane forces and 175-mph winds. Beyond daily police functions, the building provides critical activation capabilities through multipurpose spaces—including a dividable training/meeting room, gym and locker facilities, and an advanced virtual-simulation Firearms Training room—supporting sustained response operations when the City activates its emergency command structure. The facility also incorporates offices, conference and roll-call areas, interview and evidence processing spaces, and sustainable, energy-efficient systems that ensure reliable performance during extended emergency events.

OWNER
City of Clearwater

SIZE
22,128 SF

COST
\$11.2M

COMPLETION DATE
2023

KEY STAFF INVOLVED
Amy Bradlow
Winola Davidson
Ward Friszolowski

This project benefited from strong partnerships with experienced local subcontractors who were already familiar with Clearwater's public safety operational requirements and site conditions. Their proven reliability and responsiveness helped maintain construction quality, resolve field conditions quickly, and support the delivery of a fully hardened, emergency-ready facility.

One of the design/construction challenges was the extremely constrained site. It was tight, irregularly shaped, and had an active outdoor firing range, canine facility and impound lot that all had to remain operational during construction. Additionally, a berm with lead contamination from a former firing range needed to remain untouched to avoid remediation costs and schedule impacts.



DR. MONA JAIN MIDDLE SCHOOL EHPA BRADENTON, FL

Dr. Mona Jain Middle School is designed as a fully hardened, single-building campus capable of serving the community as an Enhanced Hurricane Protection Area (EHPA) during major storm events. Its concrete tilt-wall construction, load-bearing masonry exterior, and reinforced structural systems provide the strength, impact resistance, and wind-load performance required to keep occupants safe throughout a hurricane.

The school's secure central corridor—or "great hallway"—organizes the campus into a clear, easily monitored layout that supports controlled movement and sheltering operations. Key spaces such as the Gymnasium, Media Center, and Dining areas are positioned for safe after-hours community access, creating large, adaptable zones ideal for sheltering residents in an emergency. Separate vehicular circulation for cars and buses supports orderly arrival and staging, while robust security and communication systems ensure staff can maintain visibility and oversight during activation.

Durable materials, resilient infrastructure, and strategically planned building systems allow the facility to remain functional and protective when surrounding areas may be compromised. Designed with both safety and long-term flexibility in mind, the school provides Manatee County with a dependable, storm-ready facility capable of supporting its community when it is needed most.

OWNER
School District of Manatee County

SIZE
27+/- acres | 155,691 SF
1,146 Student Stations

COST
\$38M

COMPLETION DATE
2019

KEY STAFF INVOLVED
Emmet Van Aken
Winola Davidson
Ward Friszolowski

When a key material faced an unexpected lead-time delay, we issued an approved equal substitution and revised the sequencing plan, allowing construction to continue uninterrupted while maintaining performance requirements.



SUGG MIDDLE SCHOOL EHPA SHELTER BRADENTON, FL

The new 172,092-square-foot W.D. Sugg Middle School was designed to replace outdated facilities with a modern, resilient campus capable of supporting community sheltering needs as an EHPA-rated building during major storm events. Its hardened construction, reinforced structural systems, and protected internal circulation allow key portions of the school to remain secure, safe, and functional when used for emergency activation.

To maintain uninterrupted campus operations, the school was delivered through a carefully phased approach. Phase I included construction of the new middle school building, chiller yard, and redesigned vehicle and bus circulation to enable immediate occupancy. Phase II followed with demolition of the old structures and completion of the final site improvements and auxiliary program areas.

Accommodating 1,106 students, the school's centralized entry point and interior mall establish an organized, easily supervised layout—one that also supports intuitive movement and controlled access during shelter operations. Durable materials, a unified building footprint, and robust building systems ensure that W.D. Sugg Middle School serves both its educational mission and the County's need for dependable, storm-ready infrastructure.

OWNER
School District of Manatee County

SIZE
172,092 SF

COST
\$50.6M

COMPLETION DATE
2022

KEY STAFF INVOLVED
Emmet Van Aken
Winola Davidson
Ward Friszolowski

Our team implemented targeted value engineering strategies that reduced cost without compromising the school's EHPA performance or long-term durability. By optimizing structural systems, evaluating material alternatives, and aligning mechanical and electrical solutions with the building's dual educational and sheltering functions, we delivered meaningful savings while preserving all required safety, resiliency, and operational goals.



FREE STANDING EMERGENCY DEPARTMENT PROTOTYPES

LAKELAND | VALRICO | DAVENPORT | RIVERVIEW, FL

BayCare's new prototypical Free-Standing Emergency Departments are being designed by PBK to remain fully open, accessible, and operational during emergency events when community demand is highest. Each 12,555-SF facility provides on-site treatment spaces, imaging, and lab services, allowing it to function independently if hospitals are overwhelmed or road access is limited.

Site-specific adjustments ensure that every location maintains reliable emergency access for walk-in patients and ambulances, while the prototype's resilient systems support continuous operation through adverse conditions. PBK is guiding all facilities through AHCA review to ensure they meet the stringent standards required for emergency activation and sustained operation.

OWNER
Baycare Health Systems

SIZE
12,555 SF

COST
\$11.7M (Est.)

COMPLETION DATE
Est. 2026

KEY STAFF INVOLVED
Howard Braukman
Winola Davidson

This project reflects our experience delivering resilient, emergency-ready healthcare facilities with continuous operational capability.



BOSTICK HEART CENTER VERTICAL EXPANSION

WINTER HAVEN, FL

The vertical expansion and second-floor renovation at Winter Haven Hospital was planned and executed with a high level of disaster resilience to ensure continuous operation of critical healthcare services during emergencies. The project included the full interior build-out of the existing second floor—adding interventional and non-interventional imaging suites and a cardiovascular ICU—along with the construction of a new third floor housing 36 ICU beds and future-growth shell space. All work occurred directly above an active Emergency Department, requiring precision phasing, environmental controls, and uninterrupted life-safety performance.

Disaster-preparedness features were integrated throughout the design and construction process, including protected emergency radio systems, flood-resistant infrastructure, and secured water-supply provisions to maintain clinical functionality during hurricane or utility-interruption events.

Building systems, structural elements, and vertical circulation paths were planned to remain operable during extreme conditions, supporting both patient treatment and staff operations. As an AHCA-reviewable project, every component—clinical spaces, mechanical systems, and the vertical addition itself—was designed to meet stringent health-care resiliency requirements, ensuring that the expanded critical-care services remain dependable when the hospital is called upon to function as a community lifeline.

OWNER
Baycare Health Systems

SIZE
86,000 SF

COST
\$27,720,000

COMPLETION DATE
2020

KEY STAFF INVOLVED
Howard Braukman
Ward Friszolowski
Winola Davidson

This project demonstrates our ability to deliver complex healthcare environments that support dual functionality—serving as high-acuity clinical spaces during normal operations while incorporating disaster-preparedness elements, protected infrastructure, and flexible room layouts that can be repurposed for County COOP functions, medical training, meetings, or staging when the shelter is not activated.



VALUE ENGINEERING

PBK's value engineering philosophy is rooted in proactive cost alignment, not post-design cost cutting, and relies on continuous cost monitoring throughout the project. As opposed to value engineering by contractors during construction, PBK's proven method starts immediately, when the Owner and Architect have control over 100% of the decisions that affect project cost. The most effective time to keep a project on budget is during the programming phase, by aligning scope and square footage with the budget. As the design is developed and proceeds through each phase, we continue to monitor the budget and evaluate decisions with budget impacts. In this way, the scope and budget are checked and aligned at each step in the process, rather than waiting until Construction Documents or after the project bids to try to reduce cost. By the time Construction Documents are complete, savings can be generated in only one of two ways: the "easy way" (reducing finishes and equipment quality), or the "hard way" (deducting space). The easy way, however, can have only a minor cost impact this far into the development of a project, perhaps 10-15%. By reducing scope, the hard way may cause the project to fail to meet the needs for which it was designed in the first place, or contractor "value engineering" may save cost at the expense of long-term operating and maintenance cost or functionality. Our proactive cost estimating throughout the design process ensures that we stay within the project budget while continuing to meet project goals and requirements.



COST ANALYSIS AND CONTROL

PBK has a proven cost management system specifically developed for grant-funded, FEMA-compliant, and EHPA-rated facilities.

Our process includes:

- Cost modeling during programming to establish an accurate baseline for FEMA P-361–compliant spaces.
- Milestone cost estimates at SD, DD, and CD prepared by PBK and verified by independent estimators.
- BIM-driven quantity generation to provide accurate basis-of-estimate data early in the design.
- Continuous budget tracking through our Project Execution Plan (PEP), ensuring all scope decisions remain within available funds.
- Close coordination with Charlotte County to review cost options, alternates, and potential grant-eligible enhancements.

PBK's rigorous QA/QC and integrated design approach consistently produces projects with change order rates below industry averages.

LIFE CYCLE COST ANALYSIS

PBK incorporates life cycle cost analysis into every major design decision, evaluating first cost, durability, and long-term operational expenditure—an essential step for a 24/7 emergency-support facility like this Safe Room.

Our life cycle analysis includes:

- Energy-efficient mechanical and electrical systems with redundancy
- Roofing and envelope systems designed for prolonged hurricane exposure
- Equipment sizing to support medically dependent populations under emergency conditions
- Evaluation of material durability in coastal environments
- Maintenance cost forecasting to reduce long-term burden on the County

Our goal is to help Charlotte County select systems that offer the lowest total cost of ownership, not simply the lowest initial price.



ENVIRONMENTAL ASSESSMENT

PBK is experienced in supporting the environmental compliance requirements associated with HMGP and other federal/state grant programs. We understand that FEMA-funded projects may require environmental surveys, wetlands evaluations, endangered species reviews, cultural resource coordination, and NEPA-related documentation.

Our team will coordinate with environmental specialists to provide:

- Site-specific environmental impact assessments
- Air quality and water resource evaluations
- Wildlife and habitat reviews
- Coastal hazard zone and floodplain analysis
- Documentation supporting compliance with FEMA's Environmental and Historic Preservation (EHP) guidelines

PBK ensures that environmental findings are incorporated into the design early, protecting both the County's schedule and compliance obligations.



PERMITTING FOR CHARLOTTE COUNTY

With decades of experience working directly in Charlotte County, PBK has an in-depth understanding of the local permitting process and the agencies responsible for approval—including the Charlotte County Building Division, Fire Marshal, SWFWMD, and utilities.

PBK's permitting strategy includes:

- Early pre-application meetings with all Authorities Having Jurisdiction (AHJ)
- Proactive communication with County reviewers during design
- Early submission of civil permits to accelerate the critical path
- Close coordination during bidding to minimize contractor questions
- Comprehensive, coordinated construction documents that reduce review cycles

Our proactive permitting process has contributed to the successful delivery of numerous County projects, including the original Charlotte County EOC, Charlotte Harbor Event Center, Sheriff's Office renovations, and Punta Gorda Charlotte Library.

SPECIALIZED MARINE / COASTAL EXPERIENCE

PBK has extensive experience designing facilities in Florida's most demanding coastal environments, where wind loads, surge forces, salt exposure, and storm resilience are critical design drivers.

Our marine/coastal capabilities include:

- Structural envelope design for 200 mph wind loads
- Reinforced building assemblies that meet EHPA and FEMA P-361 requirements
- Double-roof systems for resilience against storm uplift
- Corrosion-resistant materials and building systems
- Coastal floodplain analysis and site grading strategies, as well as wet- and dry-floodproofing strategies
- MEP systems designed for storm protection, redundancy, and long-term durability

PBK has designed more than 50 EOCs and EHPA-rated shelters throughout Florida—including several in coastal regions prone to high-impact hurricanes—giving us unmatched capability in designing facilities like the Special Needs Safe Room.

EXPERIENCE WORKING ON PUBLIC AND GOVERNMENT FACILITIES

PBK is one of Florida's most experienced public-sector design firms, having completed more than 1,250 government projects for over 60 counties and municipalities, including extensive work in Charlotte County.

Our government facility experience includes:

- Emergency Operations Centers
- Special needs and medical support shelters
- EHPA-rated education shelters
- Public safety buildings
- Healthcare and medical training facilities
- Civic centers and libraries
- Administrative and operational facilities

PBK designed Charlotte County's Emergency Operations Center and current expansion, Charlotte Harbor Event and Conference Center, Sheriff's Office tenant build-out, and the Punta Gorda Charlotte Library—projects that demonstrate our long-standing partnership with the County and deep knowledge of local standards, site conditions, and community expectations.

We understand the technical, operational, security, and resiliency needs unique to public-sector facilities and are deeply committed to delivering a Safe Room that reinforces Charlotte County's capacity to safeguard its residents—particularly those with medical and accessibility needs.



VOLUME OF WORK

Total payments received from County within the past 24 months.

Within the past 24 months, PBK has received \$500,000+ from Charlotte County.





PRK

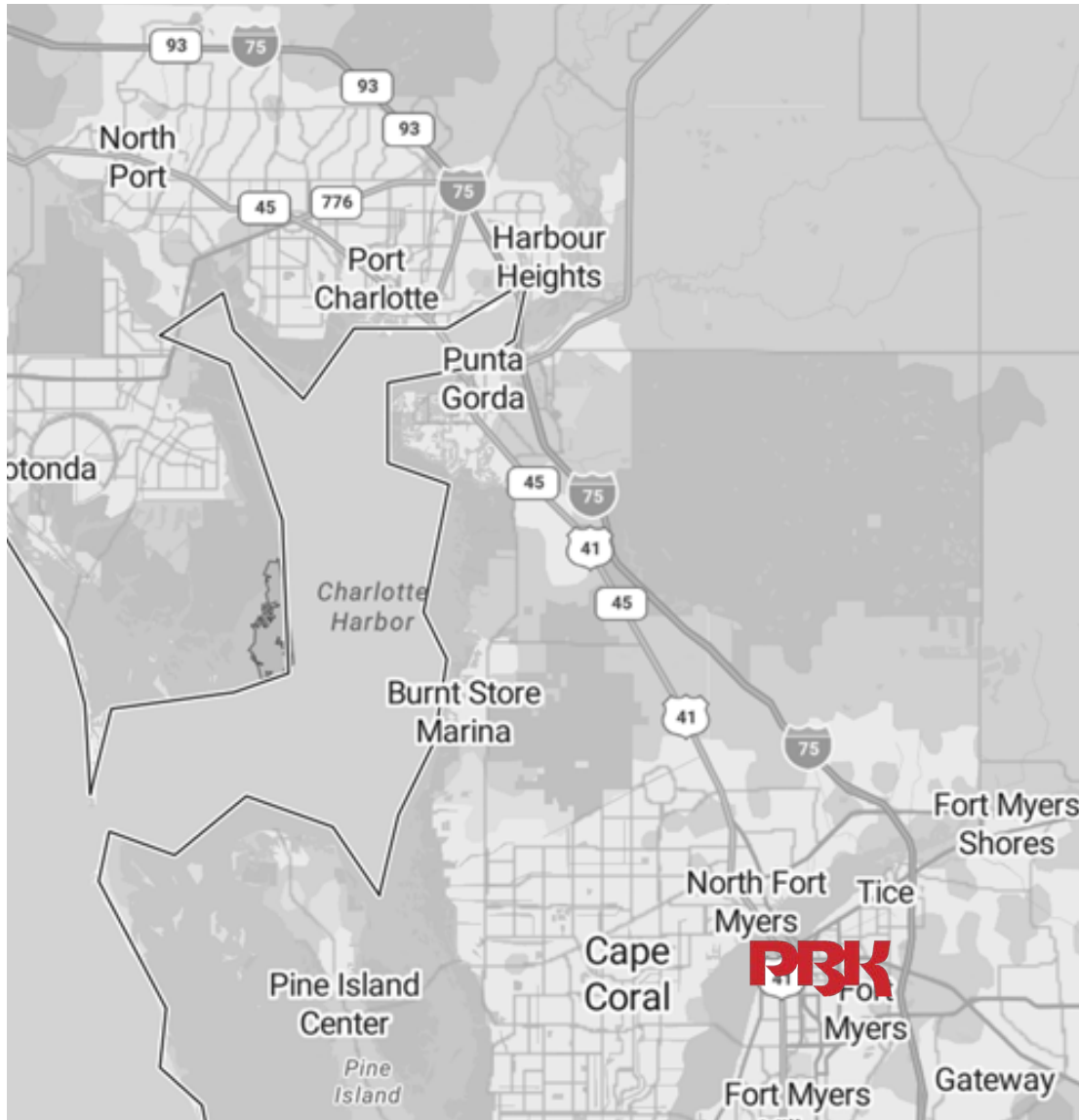
IX | LOCATION

LOCATION

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

Services for this Charlotte County project will be performed from our primary office location in Fort Myers. PBK's Fort Myers office is approximately 35 miles from the project site.

This close proximity is a critical advantage for on-call services, where responsiveness and accessibility are essential. Being located within a short drive allows our team to be readily available for site visits, meetings, and immediate support whenever needed, ensuring that we can quickly mobilize and address the County's priorities with minimal delay.



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PRIME CONTACT
 Tom Mayo, AIA, LEED AP
 Principal-in-Charge
 marketing_east@pbk.com



LITIGATION

Have you been named as a defendant or co-defendant in the last five years? If so, describe circumstances and outcome, including case number, case name and court.

Please note that the following Litigation cases are a reflection of Harvard Jolly Inc., now operating as PBK. PBK has provided a high-level of service and dedication to our clients for the past 87 years. We have a proven track-record of handling disputes, so they are quickly resolved and to the satisfaction of our clients.

Name of Opposing Party: Pinellas County
Date Litigation Initiated: June 1, 2018
Current Status: Resolved

In December 2017, Harvard Jolly was notified by Pinellas County that there were some construction issues at the Pinellas County Public Safety Campus of which Harvard Jolly was the architect of record. This building experienced several construction problems. Harvard Jolly was proactive in helping counsel for the County to conduct discovery in this matter and was able to come to a resolution with the County in December of 2019. Harvard Jolly continues to enjoy a well-established, working relationship with Pinellas County and has for over 80 years.

Name of Opposing Party:
The Official Committee of Unsecured
Creditors of Miami International Medical
Center, LLC d/b/a The Miami Medical
Center (MIMC)
Date Arbitration Initiated: Nov. 21, 2018
Current Status: Resolved

On or about April 16, 2014, Harvard Jolly and Miami International Medical Center ("MIMC") entered into a contract wherein Harvard Jolly agreed to provide professional architectural services in connection with the renovation and expansion of the MIMC. MIMC directed Harvard Jolly to retain The RC Group as its electrical subconsultant. After construction was complete, MIMC filed for bankruptcy and became a debtor to its Liquidating Trustee. The Liquidating Trustee ("LT") filed a Demand for Arbitration in November 2018 relating to the electrical design services provided through Harvard Jolly as it related to the RC Group and Ray Cruz, P.E (collectively "RC"). At around the same time, the LT brought a separate adversary action against RC in the Bankruptcy court. The Arbitration action against Harvard Jolly was stayed throughout the pendency of the LT's adversary action against RC in the Bankruptcy court until those claims were resolved in October 2022. The LT soon thereafter resolved its claim against Harvard Jolly in November 2022.

Name of Opposing Party:
Montville Center Associates
Date Litigation Initiated: June 12, 2014
Current Status: Resolved

In 2017, Montville Center Associates filed suit against Harvard Jolly for breach of contract stemming from the work of a structural subconsultant on a project that started in March 2014. Montville requested several extensions to this matter, postponing its resolution. The case proceeded to trial in December 2023 and a jury found in favor of Harvard Jolly on all issues but one. The only issue Montville Center Associates prevailed in resulted in a jury award of \$42,000 of its \$4.1M claim.

As to all the above referenced matters, Harvard Jolly Inc.'s attorney is:

Jon D. Derrevere, Esq
Derrevere Stevens Black & Cozad
2005 Vista Parkway, Suite 210
West Palm Beach, Florida 33411
T: (561) 684-3222
E: jdd@derreverelaw.com

Please feel free to contact Mr. Derrevere with any additional questions or concerns relating to the foregoing.



PRK

MINORITY BUSINESS

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

PBK is not a Certified Minority Business Enterprise. However, we strongly support initiatives to include diverse vendors and consultants on our project teams. Selection of certified diverse sub-consultants is customary on PBK awarded projects and we are committed to continuing Certified Business Participation. PBK is so supportive of minority participation that we not only include minority sub-consultants on our projects, but we have also incorporated this practice in the daily operation of our firm.

PBK recognizes the importance of working with minority, small and diverse business enterprises (MBE, SBE and DBE). As a company, both on the corporate level as well as branch offices, we strive to reflect the makeup of the diverse world within which we conduct business. We reach out to diverse businesses for printing, office and drafting supplies, software and computer hardware, maintenance services for copiers, printers, phones, catering for business meetings and events, company vehicle service, building maintenance, project photography, courier and delivery services, professional services, as well as a host of others.



