Grace.
Design Studios

Design that Defines

Charlotte County
Design - Special Needs Safe Room

RFP No. 20260026
Date: 11/20/2025 3:00 PM
Grace Design Studios, LLC

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November 20, 2025

Charlotte County Purchasing Division
18500 Murdock Circle, Suite 344
Port Charlotte, Florida 33948

Re: Design - Special Needs Safe Room RFP No. 20260026

Dear Selection Committee,

Recognizing the vital role the new Special Needs Safety Shelter will play in protecting and supporting individuals with special needs requirements in Charlotte County, Grace Design Studios, LLC (Grace) has assembled a highly qualified team to ensure its success. Partnering with us provides access to a design team experienced in emergency management, resilient infrastructure, and public safety facilities, as well as an established working relationship with Charlotte County. We look forward to collaborating closely with the County to deliver a safe, efficient, and enduring shelter that meets the community's needs for decades to come.

What sets Grace Design Studios apart?

We are Leaders in Resilient Shelter Design.

Our firm brings extensive experience in designing emergency shelters and specialized facilities like the proposed Special Needs Safe Room. We have a proven record of delivering resilient, FEMA P-361–compliant structures with reinforced protection, backup power, built-in oxygen systems, and medical support spaces. Our expertise in multi-use government facilities and federally funded projects ensures a safe, functional, and fully compliant shelter designed to protect vulnerable populations during emergencies.

We live here. We work here.

Located only 25 minutes from Charlotte County, Grace has extensive knowledge of local codes, permitting requirements, and design experience that will be a tremendous asset to your project. In addition to our physical presence, we highly prioritize open and productive communication between our team and our client. We are here to support you from the start of your project to well beyond completion.

We are committed to the success of your project.

Our team has the resources and capacity to meet your project goals and deadlines. Grace is committed to maintaining project continuity by retaining the same team members from conception through construction. This approach ensures consistent support throughout your project.

Should you have any questions, please contact us at your earliest convenience. We look forward to your favorable consideration.

For the Team,

Kevin Williams, AIA, NCARB, RID, CPTED
Partner-in-Charge

I

Team

Grace.

Kevin Williams
AIA, NCARB, RID, CPTED
Partner-In-Charge,
Quality Assurance

Miguel Goizueta
AIA, NCARB, CALEMA SAP
Partner, Project Manager
Lead Designer

Conrad Brethold
AIA, NCARB
Project Architect

Jeffrey Hoseth
AIA, BSA, CSL, LEED GA
Construction Administrator

Ceclie "Celie" Webre
IIDA, NCIDQ
Interior Designer

Grace understands that the Lead Designer and all other team members will not be substituted without the express permission of the County.

Consultants

Civil Engineering
Johnson Engineering, LLC

Structural Engineering
MP Structures

MEP Engineering
Matern Professional Engineering

Landscape Architect
David M. Jones Jr. and Associates, Inc.

A. Background of the Personnel
1. Project Manager
2. Other Key Personnel
3. Consultants

Kevin Williams

Partner-in-Charge
Quality Assurance
Kevin brings more than three decades of experience shaping civic and public-sector facilities across South Florida and beyond. Known for his collaborative approach and forward-thinking design vision, he consistently delivers impactful, community-focused projects that meet client goals with efficiency and creativity.

Miguel Goizueta

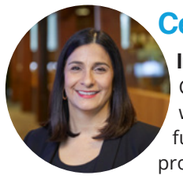
Partner,
Project Manager,
Lead Designer
With more than 31 years of experience, Miguel leads public-sector projects with a steady, informed approach that reflects his deep understanding of the built environment. His ability to build strong client partnerships and translate complex needs into clear, impactful design solutions makes him a trusted leader across Grace's civic practice.

Conrad Brethold

Project Architect
Conrad brings broad experience across commercial, residential, educational, and healthcare projects, now focusing primarily on civic work in Grace Design's Fort Myers office. With a passion for creating lively, engaging spaces, he leads projects through every phase of design and documentation, supported by strong technical skills in BIM, visualization, and project execution.

Jeffrey Hoseth

Construction Administrator
With over 40 years of experience, Jeff specializes in guiding large-scale projects from concept through construction, balancing function, aesthetics, and long-term value. Known for his collaborative approach and attention to detail, he ensures projects are delivered with quality, durability, and a lasting positive impact on the communities they serve.



Celie Webre

Interior Designer
Celie brings 25 years of design experience, with a strong focus on civic interiors and furniture solutions. She excels in guiding projects from concept through installation, blending creativity, meticulous planning, and collaborative problem-solving to deliver engaging, client-focused environments.

Consultants

Civil Engineering

JOHNSON ENGINEERING, LLC
Johnson Engineering is one of the oldest and most prominent civil engineering firms in Southwest Florida. Their team of more than 120 team members consists of professional engineers, surveyors, ecologists, scientists, geologists, certified planners, and landscape architects located throughout Florida. They have helped guide city, county, and state governmental institutions, as well as private companies, through the design and permitting process for decades. An extensive list of well-known Florida roads, shopping centers, schools, hospitals, residential communities, resorts, and commercial developments show a continued dedication to responsibly develop and improve Florida's communities.

Structural Engineering

MP STRUCTURES
MP Structures is locally co-owned and operated by Ruth Powell and Josh Moody. Ruth and Josh have over 30 years of combined engineering and project management experience that encompasses nearly every type of building system, and over 16 years of experience designing and managing projects across Southwest Florida. Their team's mission is to serve the area's designers and builders with the technical expertise and dedication that the building industry deserves.

MEP Engineering

MATERN PROFESSIONAL ENGINEERING
Established in 1984, Matern Professional Engineering is an employee-owned (ESOP) engineering firm dedicated to delivering exceptional results to building owners and operators. Their 40+ years of experience, specialized expertise, and strategic reach (with Florida offices and licenses in nine states) provide a deep understanding of the requirements governed by state, municipal, and federal agencies. They lean into this experience to produce solutions that are energy-efficient, maintenance-friendly, and cost-effective. Our unwavering focus is successful project outcomes for all stakeholders.

Landscape Architecture

DAVID M. JONES JR. AND ASSOCIATES , INC.
DMJA is a Fort Myers based landscape architecture, planning, and certified arborist firm with more than four decades of experience. They provide comprehensive development consulting services, from master and site planning to design enhancement, and is known for a collaborative, team-oriented approach that integrates seamlessly with specialized consultants. Their work emphasizes innovative, cost-effective solutions that balance client goals with site-specific natural systems, resulting in well-coordinated, successful projects across Southwest Florida.

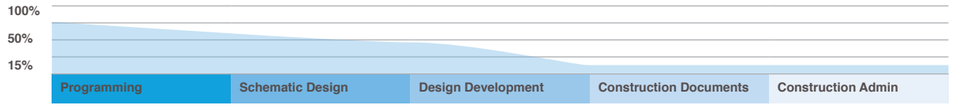
II

Management Plan

Grace.

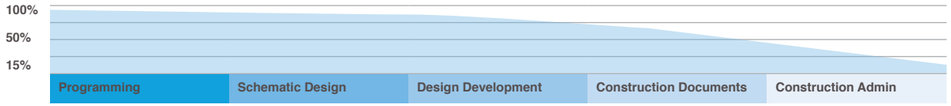
Kevin Williams
Partner-in-Charge, Quality Assurance

Kevin's Anticipated Involvement by Phase:



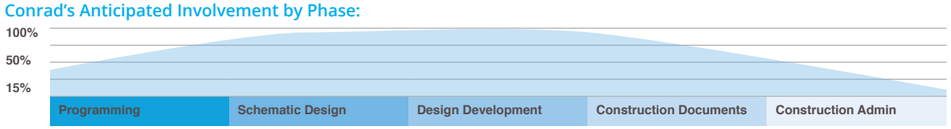
Miguel Goizueta
Partner, Project Manager, Lead Designer

Miguel's Anticipated Involvement by Phase:



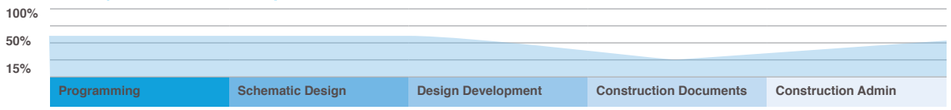
Conrad Brethold
Project Architect

Conrad's Anticipated Involvement by Phase:



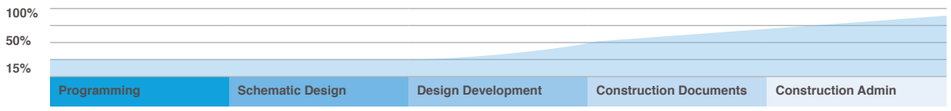
Celie Webre
Interior Designer

Celie's Anticipated Involvement by Phase:



Jeffrey Hoseth
Construction Administrator

Jeffrey's Anticipated Involvement by Phase:



Kevin Williams

AIA, NCARB, RID, CPTED

Partner, Practice Leader

With a 34-year portfolio that has shaped the architectural landscape of South Florida and beyond, Kevin is known for his innovative design style and transformative impact on public sector spaces. His creative vision and collaborative approach have earned the trust of clients and partners alike. Kevin's commitment to teamwork and project delivery means clients count on him to bring bold ideas to life—on time and on budget.

Responsibility
Partner-in-Charge, Quality Assurance

Education
Bachelor, Architecture, University of Tennessee

License
Registered Architect
FL #AR0093058

Registered Interior Designer
FL #ID5427

Certification
American Institute of Architects (AIA)

National Council of Architectural Registration Board (NCARB)

Crime Prevention Through Environmental Design (CPTED)

Years of Experience
36

Years with Firm
31

Relevant Experience

City of Fort Myers Public Works Annex *Fort Myers, FL*
A historic facility was restored and adapted into resilient municipal offices with emergency operations and data recovery capabilities

Lee County Public Safety Annex *Fort Myers, FL*
36,867 SF New public Safety Annex with an Emergency Operations Center

City of Marco Island Rescue Station 50 and Emergency Operations Center *Marco Island, FL*
New facility was designed to survive Category 5, 200+ MPH storm force and house up to 60 emergency personnel with standalone power and utilities for up to five days

Lee County Emergency Operations Center *Fort Myers, FL*
Replacement of a 32,000 SF Emergency Operations Center

Hendry County Emergency Operations Center *LaBelle, FL*
10,000 SF Emergency Operations Center designed to withstand 190 mph winds and sustain 47 personnel for up to two weeks

City of Fort Myers Fire Station 17 *Fort Myers, FL*
New 15,182 SF firehouse with three apparatus bays to house up to six emergency vehicles including a training area

City of Cape Coral Fire Station #10 *Cape Coral, FL*
New fire station and emergency operations center designed with apparatus bays, living quarters, training spaces, and full backup power for extended operations

Lehigh Acres Fire Station #101 *Lehigh Acres, FL*
8,300 SF expansion and repairs to an existing fire station

Lee County Justice Center and Parking Garage *Fort Myers, FL*
17-year, multi-phase master plan and build-out of the New Lee County Justice Center, including major renovations and 10-story addition

The School Board of Lee County Florida, Gateway High School *Fort Myers, FL*
New 357,000 SF prototype high school

Miguel Goizueta

AIA, NCARB, CALEMA SAP

Partner, Studio Leader

As a Partner with over 31 years of experience, Miguel leads projects across Grace Design's public sector practice with unwavering dedication. Known for his deep understanding of the built environment and the commercial, public, and communal forces that shape it, he forges strong client partnerships that consistently result in successful, impactful designs.

Responsibility
Project Manager, Lead Designer

Education
Bachelor, Architecture, Florida Atlantic University

License
Registered Architect
FL #AR93541,
GA #RA014368,
UT #8836286-0301

Certification
American Institute of Architects (AIA)

National Council of Architectural Registration Board (NCARB)

California Emergency Management Agency Safety Assessment Program (CALEMA SAP)

Years of Experience
31

Years with Firm
9

Relevant Experience

City of Fort Myers Public Works Annex *Fort Myers, FL*
A historic facility was restored and adapted into resilient municipal offices with emergency operations and data recovery capabilities

City of Cape Coral Fire Station #10 *Cape Coral, FL*
New fire station and emergency operations center designed with apparatus bays, living quarters, training spaces, and full backup power for extended operations

Lehigh Acres Fire Station #101 *Lehigh Acres, FL*
This project addressed repairs due to hurricane damage and updates to meet current building codes and operational standards

Lehigh Acres Fire Station #103 *Lehigh Acres, FL*
Project addressed enhancements and improvements due to hurricane damage and updates to meet current building codes and operational standards

Lehigh Acres Fire Station #106 *Lehigh Acres, FL*
New fire station featuring three apparatus bays for emergency vehicles, designed to withstand 170 MPH winds

City of Fort Myers Fire Station 17 *Fort Myers, FL*
New 15,182 SF firehouse with three apparatus bays to house up to six emergency vehicles including a training area

Lee County Justice Center and Parking Garage *Fort Myers, FL*
17-year, multi-phase master plan and build-out of the New Lee County Justice Center, including major renovations and 10-story addition

Charlotte County Supervisor of Elections *Punta Gorda, FL*
New supervisor of elections facility

City of Fort Myers North Library *Fort Myers, FL*
One-story urban library designed with community input, featuring technology, meeting spaces, and indoor and outdoor learning areas

Lee County Bonita Springs Public Library *Bonita Springs, FL*
Two-story library designed with community input, offering modern technology, meeting spaces, and resources for all ages

Conrad Brethold

AIA, NCARB

Senior Architect

Conrad's passion is to design places and spaces that are lively and engaging. He has been involved in a variety of projects from small renovations to large scale commercial, residential, educational, adaptive reuse, and healthcare. Throughout his career he has obtained experience in managing, developing and executing every phase of the design process from conceptual design to full construction documents and close out. Conrad also has extensive experience with public safety projects across Florida including public safety annexes to fire stations and police training centers.

Responsibility
Project Architect

Education
Bachelor, Architecture, Florida Atlantic University

Bachelor, Finance, Florida Atlantic University

License
Registered Architect
LA #9200

Certification
American Institute of Architects (AIA)

National Council of Architectural Registration Boards (NCARB)

Years of Experience
11

Years with Firm
6

Relevant Experience

Lee County Public Safety Annex *Fort Myers, FL*
36,867 SF New public Safety Annex with an Emergency Operations Center

City of Cape Coral Fire Station #10 *Cape Coral, FL*
New fire station and emergency operations center designed with apparatus bays, living quarters, training spaces, and full backup power for extended operations

Ascension Parish Sheriff's Office Training Center Expansion *Gonzales, LA*
New 12,000 SF covered open area that serving as storage and emergency vehicle parking and can act as a staging area during times of crisis

Orleans Parish Sheriff's Office Medical Services Building *New Orleans, LA*
Project is part of New Orleans rebuilding effort for justice facilities damaged by Hurricane Katrina

Louisiana Correctional Institute for Women *St. Gabriel, LA*
Modern, secure campus designed to house 1,000 women and support rehabilitation through centralized educational, vocational, therapeutic, and postnatal spaces.

Bell County Jail Expansion *Belton, TX*
Addition and renovation project which enhanced the existing facility with modern upgrades to promote safety, functionality, and care.

Celie Webre

NCIDQ, IIDA

Interior Designer

Celie's lifelong passion for all things creative has flourished during her impressive 25-year career in the design industry, predominantly within Baton Rouge. For the past two decades, she has been an integral part of a local commercial furniture dealership, leveraging her abundant skills and imaginative flair. Celie's role encompasses the entire design project lifecycle, from visionary business development and meticulous space planning to precise specification, adept project management, and seamless installation coordination. Celie thrives on the power of collaboration, cherishing the opportunity to synergize with fellow team members to craft captivating environments that resonate with the unique visions and desires of their valued clients.

Responsibility

Interior Designer

Education

Bachelor of Arts, Interior Design, Louisiana State University

License

Registered Interior Designer LA #1318

Certification

National Council for Interior Design Qualification (NCIDQ)

International Interior Design Association (IIDA)

Years of Experience

28

Years with Firm

3

Relevant Experience

City of Cape Coral Fire Station #10 *Cape Coral, FL*

New fire station and emergency operations center designed with apparatus bays, living quarters, training spaces, and full backup power for extended operations

City of Central New City Hall *Central, LA*

New facility provides a welcoming civic hub featuring a spacious lobby, a large council chamber for public meetings, and offices for all city services.

Louisiana Correctional Institute for Women *St. Gabriel, LA*

New 300,000 SF building accommodates 1,000 inmates and features modernized dormitories, a medical and postnatal care unit, and a centralized core with educational, vocational, and wellness spaces designed to support rehabilitation and safety.

Richland Parish Hospital *Delhi, LA*

New hospital features a 16-bed nursing unit, emergency department, lab and imaging diagnostics, rehab therapy programs, an attached rural health clinic, and a new helipad for emergency transport.

St. Helena Parish Hospital Additions and Renovations *Greensburg, LA*

Phased renovations and additions featuring a 16-bed acute care unit, new emergency department, consolidated administration area, full ADA and FGI upgrades, and a complete HVAC system replacement.

Jeffrey Hoseth

AIA, CSL, LEED GA

Construction Administrator

With over 41 years of experience, Jeff brings expertise in construction administration, quality assurance, and large-scale project delivery, always with a focus on durability and long-term value. His background on the owner's side instilled a deep commitment to building legacy projects that stand the test of time. Known for his eye for detail, collaborative spirit, and consistency, Jeff excels at guiding teams, coordinating consultants, and managing costs without compromising quality. Driven by precision, organization, and follow-through, Jeff approaches every project as an advocate for clients and end users, ensuring the final product lives up to its design vision.

Responsibility

Construction Administrator

Education

Bachelor, Architecture, University of Michigan

Master, Architecture, University of Michigan

Master, Business Administration, Suffolk University

License

Registered Architect FL #AR104328, MA #10776, MI #33300

Certification

American Institute of Architects (AIA)

Construction Supervisor's License (CSL)

Leadership in Energy and Environmental Design Green Associate (LEED GA)

Years of Experience

41

Years with Firm

1

Relevant Experience

School of Theology Community Center* *Boston, MA*

LEED Gold interiors renovation of lower level meeting/seminar rooms with AV, offices and support spaces.

Boston University The Alan and Sherry Leventhal Center for Student Admissions* *Boston, MA*

Renovation of the former Hillel House into a new student admissions center with 250-seat auditorium, reception lounge area, meeting spaces and staff offices.

Boston University The Pardee School of Global Studies* *Boston, MA*

New high-rise mass timber construction academic office building overlooking the Charles River with a large landscaped park at the ground level.

Boston University The Mugar Library* *Boston, MA*

Complete renovation of an historic Luis Sert designed precast Brutalist style stepped terrace building originally built in 1966.

Boston University English Department Renovation* *Boston, MA*

Structural renovation of entry lobby and finishes on all floors office space of a five-story brownstone building. 27,264 SF and $900,000 project cost.

Boston University Theoretical Chemistry Department Renovation* *Boston, MA*

Renovation of the 5th floor Labs and Office space to create collaborative work spaces for five faculty members and 38 graduate students including conference, seminar and kitchen spaces.

Performed at previous employment

Christopher Beers

P.E., PSM

Port Charlotte - Branch Manager
Johnson Engineering

Chris joined Johnson Engineering in 2006 and is the branch manager of the Charlotte County office. His relevant experience includes years of managing civil engineering projects of all scopes and scales, including storm water, utilities, transportation, aviation, and land development for both public and private clientele. During his time in Port Charlotte, Chris has provided leadership for several Charlotte County capital projects including storm water, parks and transportation projects. He can take a project from conception to as-built performing or managing the multiple disciplines needed to bring a project together. He has a diverse background in permitting and agency (Federal, State and local) compliance. He has represented projects and clients in a variety of public processes and led community involvement in meetings. He is a Charlotte County resident living in Deep Creek.

Responsibility

Civil Engineer

Education

Master of Business Administration, Indiana University

Bachelor of Science, Civil Engineering, Brigham Young University

Licenses

Professional Engineer, FL #64594, IN, KY, UT

Professional Surveyor and Mapper FL #6664

Professional Surveyor KY #3744

Registrations

Peace River Engineering Society

Charlotte County Economic Development Partners

FES Myakka Chapter Member

Years of Experience

31

Relevant Experience

Charlotte County Fire District #10
Port Charlotte, FL

2011 Storm Structures Series
Port Charlotte, FL

2009 Storm Structures Series
Port Charlotte, FL

Greater Port Charlotte Group 3 Storm Structures
Port Charlotte, FL

Charlotte County Eastport Master Planning
Port Charlotte, FL

O'Donnell Regional Park Baseball Field Addition
Port Charlotte, FL

Josh Moody

P.E.

Structural Engineer
MP Structures

Josh, co-founder and Vice President of MP Structures, has over 10 years of experience as a structural engineer and project manager in Southwest Florida. He has led high-profile projects exceeding $100 million across aviation, commercial, medical, educational, municipal, and multi-family sectors. His expertise includes precast concrete, tilt-panel design, post-tensioned concrete, high-rise construction, and ICC-500 compliant hurricane shelters. A strong advocate for Revit/BIM, Josh values detail and teamwork to ensure successful project outcomes.

Responsibility

Structural Engineering

Education

Master, Civil Engineering, University at Buffalo

Bachelor of Science, Physics, New York State University Oswego

Licenses

Professional Engineer FL#96292, NY #107525, NC #056849, and OR #94804PE

Years of Experience

12

Relevant Experience

City of Fort Myers Fire Station 30
Fort Myers, FL

Fort Myers Fleet Shop Renovations
Fort Myers, FL

Immokalee Fire Station 31
Immokalee, FL

City of Marco Island Fire Station 50
Marco Island, FL

City of Marco Island Fire Station 51
Marco Island, FL

Lehigh Fire Station 108
Lehigh Acres, FL

Pepper Ranch Maintenance Building
Immokalee, FL

RSW International Airport - Concourse E
Fort Myers, FL

VITAS Health Freestanding Inpatient Unit
Port St Lucie, FL

Ruth Powell

P.E, S.E.

Structural Engineer
MP Structures

While designing and supervising the design of thousands of projects during her career, Ruth has engineered a wide variety of structural systems and types of buildings. She began structural engineering in 1995 in California, then founded Arches Engineering in Colorado in 2005. In 2015, she became the Director of Engineering for a large team in Southwest Florida. In 2023, Ruth co-founded MP Structures in Fort Myers, Florida. She is detail oriented and believes that a team approach is essential for a successful project.

Responsibility

Structural Engineering

Education

Master, Curriculum and Instruction, Colorado Christian University

Bachelor of Science, Architectural Engineering, California Polytechnic State University

Licenses

Professional Engineer FL#78318, AL, AZ, CA, CO, GA, ID, IL, KS, LA, MI, ME, NM, NC, OR, SC, TN, TX, UT, WA, WY

Years of Experience

12

Relevant Experience

City of Fort Myers Fire Station 31
Fort Myers, FL

Estero Fire Training
Estero, FL

Village of Estero LCPR Maintenance
Estero, FL

Lakes Park Train Bridge
Fort Myers, FL

RSW International Airport - Concourse E
Fort Myers, FL

Clifton Fire Station Addition
Clifton, CO

LeeTran South
Fort Myers, FL

Palisade Fires Station
Palisade, CO

Fire Station #2 Addition
Grand Junction, CO

Gunnison County Public Works
Gunnison, CO

K. Todd Griffith

P.E., LEED AP

Mechanical Engineer
Matern Professional Engineering

Todd is a Senior Vice President and Director of the Southwest Florida Division at Matern, bringing over 30 years of mechanical engineering experience. Since joining Matern in 2007, he has led the growth of the Fort Myers office. Todd specializes in HVAC system design and project management, with involvement in over 20 million square feet of new construction and renovations. His expertise spans a wide range of HVAC systems, including chilled water, DX systems, geothermal, energy recovery, steam and hot water systems, fume exhaust, and building automation.

Responsibility

Mechanical Engineer

Education

Bachelor of Science, Mechanical Engineering, Auburn University

Licenses

Professional Engineer FL #67083

Certifications

LEED Accredited Professional (LEED AP)

Years of Experience

32

Relevant Experience

Charlotte County South County Annex Building Assessment
Punta Gorda, FL

Charlotte County Justice Center Expansion
Punta Gorda, FL

Collier County Heritage Bay Government Services Center
Naples, FL

Charlotte County Community Development Building Renovations and Expansion
Port Charlotte, FL

Charlotte County Supervisor of Elections Warehouse Facility
Punta Gorda, FL

Charlotte County Jail Domestic Water Heating System Analysis
Punta Gorda, FL

Collier County Medical Examiners' Office Expansion
Naples, FL

Reflections Assisted Living Facility Memory Care Addition
Lakewood Ranch, FL

Scott Lain

P.E., LEED AP BD+C

Electrical and Plumbing Engineer
Matern Professional Engineering

Currently serving as a Senior Project Manager and Senior Electrical Engineer in Matern's Southwest Florida office, Scott is accountable for project coordination of the electrical systems on his projects and provides leadership for the electrical staff within the Fort Myers office. Also, he is a LEED Accredited Professional, and member of the U.S. Green Building Council (USBGC). Scott's overall responsibilities include project management, quality control, design, specifications, scheduling and technical support for the electrical, communication and renewable systems. He specializes in the implementation of BIM in building design, interior and exterior lighting design, lighting control design, photovoltaic and renewable energy, daylight modeling, electrical power distribution, standby/emergency power systems, and Life Cycle Cost Analysis for electrical systems. He strives to provide clients with the most effective and efficient systems design possible by providing his expert skills to each project.

Responsibility
Electrical + Plumbing Engineer

Licenses
Professional Engineer
FL #69099

Years of Experience
21

Education
Bachelor of Science, Electrical Engineering, University of Central Florida

Certifications
LEED Accredited Professional in Building Design and Construction (LEED AP BD+C)

Relevant Experience

Collier County Heritage Bay Government Services Center
Naples, FL

Charlotte County Justice Center Expansion
Punta Gorda, FL

Charlotte County Supervisor of Elections Warehouse Facility
Punta Gorda, FL

Charlotte County South County Annex Building Assessment
Punta Gorda, FL

Charlotte County Harold Avenue Recreation Center Generator Addition
Port Charlotte, FL

Charlotte County Jail Infirmary Addition
Punta Gorda, FL

City of Naples Fire Rescue Station 1
Naples, FL

Lee County Tax Collector Office Renovations
Cape Coral, FL

Collier County Medical Examiners' Office Expansion
Naples, FL

Gregory Diserio

RLA

Vice President
David M. Jones, Jr. and Associates, Inc

Gregory is Vice-President, Landscape Architect, and Project Team Leader for David M. Jones, Jr. and Associates since 1990. His experience leads the team of employees, Sub consultants, and clients toward successful financial and developmental completion of both public and private industry projects. Projects range from small to regional, comprehensive, multi-phased projects with values above $4 million.

Responsibility
Landscape Architecture

Education
Bachelor of Landscape Architecture, West Virginia University

Licenses
Registered Landscape Architect
FL #840

Affiliations
Lee County Roadway Landscape Advisory Committee Member

American Society of Landscape Architects (ASLA)

Florida Chapter of ASLA

Past Consultant for Unified National Exam Grading

Lehigh Acres Architectural and Zoning Review Board, Past Chairman

Years of Experience
43

Relevant Experience

Collier Emergency Management Services 44 Golden Gate
Naples, FL

Collier Emergency Management Services Performance Way
Naples, FL

Lee County Emergency 911
Fort Myers, FL

City of Cape Coral Police Dept Headquarters
Cape Coral, FL

City of Sanibel Police Department
Sanibel, FL

City of Fort Myers Police Department
Fort Myers, fl

Kevin Williams

Partner-In-Charge, Quality Assurance

Kevin serves as Partner-in-Charge, responsible for establishing overall goals and objectives and coordinating implementation plans. He directs and controls the firm's activities to make sure the design achieves the client's vision and needs, remaining integrally involved from planning through construction. Kevin provides senior-level support and is accountable for project outcomes. His leadership includes coordinating the design of the facility, overseeing the project team, and ensuring that all phases—from planning to construction—align with the client's expectations.

Workload: **Kevin's current workload includes 2 projects in design and 3 projects in construction.**

Miguel Goizueta

Project Manager, Lead Designer

As Project Manager / Lead Designer, Miguel is responsible for administering all phases of the project through construction and interdisciplinary coordination. Miguel will be the main point of contact between Charlotte County and Grace. His responsibilities include implementing design, production of construction documents, and contract administration. He will also oversee budgeting, scheduling, and planning. Miguel will direct, control and monitor all activities.

Workload: **Miguel's current workload includes 3 projects in design and 3 projects in construction.**

Conrad Brethold

Project Architect

Conrad serves as Project Architect, collaborating closely with the Project Manager to develop project-design requirements and solutions. His primary responsibilities include managing the production of construction documents, focusing on design, building materials, construction methods, integration of engineering disciplines, and adherence to building costs and codes. Conrad's role is pivotal in translating project goals into detailed, coordinated documents that guide the project from concept through construction.

Workload: **Conrad's current workload includes 1 project in design and 2 projects in construction.**

Jeffrey Hoseth

Construction Administrator

Jeffrey works closely with all project stakeholders including the general contractor and consultants to observe construction activities and confirm that the work aligns with the project design and meets quality expectations. Responsibilities include regular job site observation visits, especially at critical stages, maintaining document control, reviewing submittals, and providing design clarification as needed.

Workload: **Jeffrey's current workload includes 0 projects in design and 2 projects in construction.**

Celie Webre

Interior Design

As Interior Designer, Celie will be involved in all phases of the project from data collection through construction. She acts as the essential link between architectural and interior elements, making sure programming and planning align with client goals and expectations. Kriste collaborates seamlessly with the entire project team including the County, architects, and engineering consultants to deliver beautiful, functional, and cohesive interior spaces.

Workload: **Celie's current workload includes 3 projects in design and 2 projects in construction.**

III

Experience

Grace.

City of Marco Island

Marco Island Rescue Station 50 and Emergency Operations Center

Station 50 is primarily a fire and rescue station; however, it also serves as the City's emergency operations command center, able to house up to 60 emergency personnel with standalone power and utilities for up to five days. It includes a community room and training center with a 40-person classroom and a data center for the City of Marco Island's essential IT digital assets. The Emergency Operations Center also serves as a district wide training facility.

Grace assisted the City in obtaining and receiving FEMA Hazard Mitigation Grants to support the project. The multiple award-winning facility was designed above code, elevated two feet above base flood elevation, and hardened to withstand Category 5 hurricane-force winds.

The emergency operations center is located on the second level and will serve as ground zero for the City's municipal and public safety emergency operations during a hurricane or other catastrophic events. A three-story tower provides training for first responders as well as access to elevated critical systems and equipment.

Location
Marco Island, FL

Size
24,000 SF

Budget
$12,592,673

Start Date
08/2021

Completion Date
04/2023

Lee County Government

Lee County Public Safety Annex

To meet the Public Safety needs of this growing community, Lee County challenged the design team to prepare a program and design solutions for a Public Safety Annex to be integrated into the existing Lee County Emergency Operations Center. The expanded building will house Public Safety Administration, Emergency Medical Services, and a new Emergency Communications Center, with space for Public Safety's Division of Emergency Communications, Lee County Sheriff's Office Communications, and the County's Department of Transportation's Traffic Operations Center.

When activated for an emergency such as a hurricane, the center will be staffed with key personnel from first-responder agencies, emergency relief organizations, county departments, municipalities, utility companies, and other essential agencies.

To accommodate the numerous personnel during activation, the new facility will be equipped with technology and equipment, numerous restrooms, showers, and sleeping accommodations, an extensive training facility, and additional amenities to contribute to the building's efficiency and operational requirements.

Location
Fort Myers, FL

Size
36,867 SF

Budget
$29,000,000

Start Date
01/2021

Completion Date
05/2025

Hendry County Board of County Commissioners

Hendry County Emergency Operations Center

The Hendry County Emergency Operations Center was designed to meet the criteria established by the Division of Emergency Management for participation in its competitive grant application process. These criteria were first published in FEMA's Civil Preparedness Guide (CPG) 1-20 of 1984, along with additional natural-hazards safety requirements from the American Red Cross' Standards for Hurricane Evacuation Shelter Selection (ARC 4496). Together, these standards were met or exceeded, resulting in a successful bid for funding. Construction of this project was made possible through the use of CDBG funds and FEMA Hazard Mitigation Grants, for which Grace assisted the County in applying for and receiving.

The 10,000 SF facility comprises of two multipurpose breakout rooms that open into a large situation room, supported by an administrative suite, lobby and press conference room, and mechanical, AV, equipment, and supply rooms. The situation room is utilized regularly for law enforcement, public safety, and fire services training, as well as County Commission meetings.

The facility is rated for three-second wind gusts of 190 mph, one-minute sustained winds of 156 mph, and will serve up to 47 personnel during an emergency. It is self-sustainable for up to two weeks, with a 72-hour fuel and stored water capacity.

Location
LaBelle, FL

Size
10,000 SF

Budget
$4,300,000

Start Date
07/2007

Completion Date
01/2009

Shell Point Retirement Community

Shell Point Retirement Community Island Commons Building

Located in the heart of the existing Shell Point Retirement Campus, the 150,000 SF Island Commons is a new four-story Amenity and Social Center designed to serve the Shell Point Island Community. The facility provides a wide range of activities and services for residents, including:

- Administration and Resident Support Space.
- Training Rooms
- Two Dining Venues
- Guest House with 19 Suites

Island Commons also serves the Shell Point Community in a critical emergency capacity, functioning as a shelter and disaster recovery center for the 1,300-resident community, including individuals with special needs. The facility is designed to withstand Category 5 storms and remain independently operational for up to seven days. Elevated above the parking area, all essential habitable spaces are positioned above the Category 5 SLOSH model (18.0' NAVD). The building meets or exceeds all FEMA P-361 and ICC 500 requirements for high-risk shelters.

Location
Fort Myers, FL

Size
150,000 SF

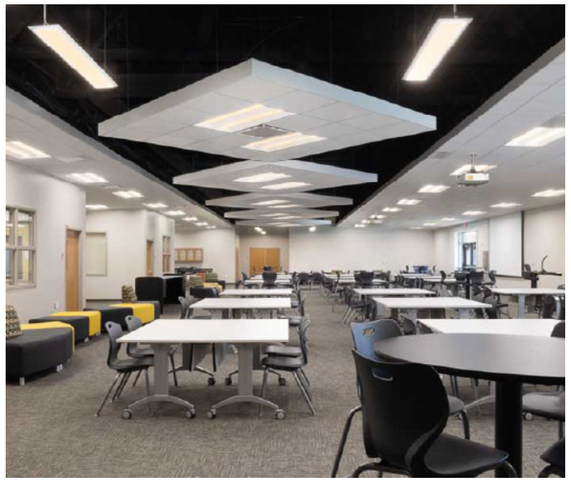
Budget
$76,170,204

Start Date
05/2024

Completion Date
Est. 03/2027

The School Board of Lee County Florida

Gateway High School



Gateway High School marks the second adaptation of the New Era Prototype designed by our firm for the Lee County School District. This flexible three-building plan features a three-story academic building at the center, flanked by a dining/athletic facility on one side and an arts center on the other. Each building has a secured entry which ties the campus together and provides for a single point of entry as well as a public access entry, allowing autonomous use of the athletic and performing arts venue.

The school's design provides enormous flexibility for site adaptation with three buildings and three outside courtyards: an Arrival Plaza, Dining Courtyard and an Arts/ Reading Garden. The school also features a welding lab.

While based on the predecessor school, Bonita Springs High School, the team was able to utilize the flexible prototype design and adapt it to meet the specific needs of Gateway High School and the community it serves. The student population was increased to 2000 student stations, adapting to the ever-changing educational, safety and security standards of the District.

We worked closely with District staff to modify the classroom spaces and layouts as needed to meet the program requirements for this new high school. The exterior of the school was also re-imagined, blending the school into the community it serves.

This school also serves as a Lee County Public Shelter, providing refuge during catastrophic storms. Over 50% of the school services as a Shelter complying with FEMA P361 guidelines and ICC 500 Standards.

Location
Fort Myers, FL

Size
357,000 SF

Final Cost
$81,223,943

Start Date
05/2018

Completion Date
07/2021

Florida Department of Veterans' Affairs

Florida State Veterans Home Collier County

The Florida State Veterans Home, to be located in Collier County, Florida, will be an innovative facility that includes a 45-participant Adult Day Health Care (ADHC) program and is designed to provide a welcoming and supportive environment for residents. It features two 60-bed neighborhoods, each thoughtfully organized into three 20-bed households. These households are further subdivided into two 10-bed wings, ensuring an intimate and personalized living experience. Each neighborhood is designed with shared amenities—including a resident courtyard, support kitchen, servery, bathing suite, and staff/support areas—that serve all three households. Within each household, residents enjoy private and shared spaces such as a living room, den/quiet room, dining area (served by a shared servery/kitchen), and storage areas, fostering comfort and community.

At the heart of the facility lies the Central Community Center Building, supporting community-wide programs and services. This dynamic hub includes a canteen/sports bar, multipurpose room, media/conference room, barber/beauty shop, therapy rooms, administrative offices, and essential support facilities such as a central kitchen, laundry, maintenance/facilities spaces, and a central pharmacy.

This Veterans Home also serves as a shelter-in-place for the residents and members of the surrounding community with special needs. The facility is designed as a Risk Category IV, Level E impact structure under authorization from the Governor's Office, ensuring the highest level of protection and resilience.

Location
Naples, FL

Size
166,243 SF

Final Cost
$88,382,675

Start Date
01/2024

Completion Date
06/2027

City of Cape Coral

Cape Coral Fire Station #10

This new and under-development Fire Station is combined with an Emergency Operations Center and includes a service pantry, bunk storage, and dedicated bathrooms for extended operation periods. The EOC can be subdivided for multi-function use, departmental training, and community events. The facility's layout is centered along an efficient ingress-to-egress axis for emergency apparatus within a three-double-stack apparatus bay equipped with rapid-deploy doors. To the north, an additional seven-bay apparatus wing provides expanded storage and workshop capacity. To the south, the main Fire Station and EOC components create a live-work environment accommodating up to 10 firefighters, the crew's Captain, and the Regional Battalion Chief.

The Station also incorporates its own fueling station and is fully supported by an emergency generator. It has a P361 Safe Room and is receiving a FEMA Hazard Mitigation Grant to enhance its protective capabilities.

Location
Cape Coral, FL

Size
24,300 SF

Final Cost
$15,000,000

Start Date
04/2024

Completion Date
10/2026

City of Doral

City of Doral Recreation and Aquatics Center

Grace Design Studios teamed with Bermello Ajamil Partners to design this exciting project. Sited on 82 acres with scenic lake views, the park will become a regional hub for recreation and special events. The Park distributes activity zones across the site. A large entry drive on axis with the lake leads to a roundabout and plaza with fountain. The circular drive surrounding the plaza accommodates accessible drop-off at the Recreation Center to the east and the Aquatics Center to the west. The Aquatic Center is planned for simultaneous competition and recreational use.

Portions of this project also serve as a community storm shelter.

The Aquatic Center amenities include:

- 50-M Competition Pool
- Spectator Grandstands
- Leisure Pool
- Lazy River
- Spray Ground
- Water Slide

Recreation Center amenities include:

- Two-Court Gymnasium
- Cafe with Outdoor Seating
- Meeting Rooms
- Fitness Center
- Multipurpose Rooms
- Multi-generational Spaces (Silver Center, Child Care, Teen Room, Arts and Activity Room)

Location
Doral, FL

Size
96,000 SF

Final Cost
$44,000,000

Start Date
2022

Completion Date
2025

Experience and References - Supply materials indicative of experience in other projects of similar complexity. A reference list for each Firm is required, including name, project and telephone number. A reference list for the lead designer is required identifying name, project and telephone number.

Firm References:

City of Marco Island Rescue Station 50 and Emergency Operations Center
Chris Byrne, Fire Chief
P: 239.398.5040

Lee County Emergency Operations Center
Ben Abes, Director of Public Safety
P: 239.532.3911

Hendry County Emergency Operations Center
Lupe Taylor, Project Manager
P: 863.612.4704

City of Doral Recreation and Aquatics Center
Erin Sullivan, Parks and Rec Director
P: 305.593.6600

Miguel Goizueta, Lead Designer, References:

Charlotte County Supervisor of Elections
Justin Dunn, Facilities Management
P: 941.743.1273

City of Fort Myers Fire Station 17
Graciela Goicoechea, Sr. Project Manager
P: 239.321.7455

City of Fort Myers North Fort Myers Library
Mindi Simon, Director
P: 239.533.4810

Lee County Justice Center and Parking Garage
Ehab Guirguis, P.E., Director, Facilities Construction
P: 239.533.8838

Federal Grant Project Expertise

Grace Design Studios has extensive experience with federally funded grant projects across a variety of sectors, including disaster recovery, healthcare, education, and civic facilities. Our portfolio demonstrates a deep understanding of the unique requirements, compliance standards, and documentation necessary for the successful delivery of projects funded by federal grants such as FEMA, USDA, CDBG, and ESSER.

$650M
FEMA-Funded Projects

$21M
ESSER-Funded Projects

Key Experience + Project Types

FEMA-Funded Projects:
Over the last 20 years, Grace has completed more than $650 million in FEMA-funded projects, including schools, correctional facilities, and disaster recovery efforts. Our team has deep expertise in navigating FEMA's Hazard Mitigation Grant Program (HMGP) and related federal requirements, ensuring all designs address critical elements such as hazard mitigation, flood-proofing, wind loading, and resilient infrastructure. We integrate these standards seamlessly into functional, safe, and community-focused facilities while maintaining compliance with federal documentation and reporting requirements. Notable projects include the Orleans Parish Sheriff's Office facilities, Tanglewood Elementary School, Paul B. Habans Elementary School, and the Louisiana Correctional Institute for Women.

Community Development Block Grant (CDBG) Projects:
Grace has delivered multiple CDBG-funded projects, such as the Hendry County Emergency Operations Center. Our team finalized design within 16 weeks and completed construction in just 10 months, meeting strict grant deadlines and budget constraints. The project's success was due to close collaboration with county officials and adaptive design solutions. Other CDBG projects include the Iberville Parish American Legion, Gonzales Police Department, and Assumption Parish Sheriff's Office.

ESSER-Funded School Projects:
Grace has delivered a robust portfolio of ESSER-funded school projects, supporting districts in leveraging federal relief funds to address urgent facility needs, improve learning environments, and promote health and safety. Our work spans new construction, renovations, and targeted upgrades, all designed to maximize the impact of ESSER funding and align with district educational goals. Our team completed a series of ESSER II and III funded renovations across multiple campuses for St. Landry Parish School Board, including Northwest, Beau Chene, Eunice, and Opelousas.

USDA-Funded Healthcare Facilities:
Our team has completed numerous healthcare projects utilizing USDA financing, including Acadia-St. Landry Parish Hospital, Beauregard Health System, Madison Parish Hospital, and West Feliciana Parish Hospital. These projects required detailed coordination with federal agencies and strict adherence to grant requirements.

Grant Compliance and Administration:
We are highly experienced in navigating federal requirements such as the Davis-Bacon Act, Buy American provisions, Clean Air and Water Acts, and Equal Employment Opportunity clauses. Our team is adept at preparing the necessary documentation, wage rate postings, and reporting required for federal grant compliance.

Federally Funded Projects

FEMA Funded:
- Lee County Emergency Operations Center - Fort Myers, FL
- Lee County Public Safety Annex - Fort Myers, FL
- Cape Coral Fire Station No. 10 - Cape Coral, FL
- Cape Coral Emergency Operations Center Expansion - Cape Coral, FL
- Marco Island Fire Station and Emergency Operations Center - Marco Island, FL
- City of Fort Myers Fire Station 17 - Fort Myers, FL
- Tanglewood Elementary School - Central, LA
- Paul B. Habans Elementary School - New Orleans, LA
- Sherwood Forest Elementary School - New Orleans, LA
- Orleans Parish Sheriff's Office - New Orleans, LA
- St. Amant High School - St. Amant, LA
- Park Forest Elementary School – Baton Rouge, LA
- Louisiana Correctional Institute for Women - St. Gabriel, LA
- CPSO Admin and CCC - Lake Charles, LA
- Cohen High School - New Orleans, LA
- CPPJ Magnolia (9 stories) - Lake Charles, LA
- Gonzales Middle School - Gonzales, LA
- CPPJ 901 Facility (11 stories) - Lake Charles, LA

CDBG Funded:
- Hendry County Emergency Operations Center - LaBelle, FL
- Iberville Parish American Legion - Plaquemine, LA
- Iberville Parish Hospital - Plaquemine, LA
- Gonzales Police Department - Gonzales, LA
- Assumption Parish Sheriff's Office - Napoleonville, LA
- Clermont Harbor Community Center - Clermont Harbor, MS
- Terrebonne Juvenile Detention Center - Gray, LA

ESSER Funded:
- St. Landry Parish- Esser II Northwest - Opelousas, LA
- St. Landry Parish- Esser Funding Renovation - Opelousas, LA
- St. Landry Parish- Esser II Beau Chene - Opelousas, LA
- St. Landry Parish- Esser II Eunice Zone - Opelousas, LA
- St. Landry Parish- Esser II Opelousas - Opelousas, LA
- St. Landry Parish- Esser III Beau Chene - Opelousas, LA
- St. Landry Parish- Esser III Eunice and Northwest - Opelousas, LA
- St. Landry Parish- Esser III Opelousas - Opelousas, LA
- Truman Elementary School - Lafayette LA
- University View Academy- Lynx Den - Baton Rouge, LA
- Franklin High School Renovations - Franklin, LA

IV

Project Control

Grace.

A. Schedule
1. What techniques are planned to assure that schedule will be met?
2. Who will be responsible to assure that schedule will be met?

Schedule

Grace approaches schedule management with a blend of proven strategies, advanced technology, and a collaborative team culture. From the beginning, the team establishes a Critical Path Method (CPM) and overall project schedule, ensuring that every milestone and deliverable is clearly mapped and communicated to all stakeholders. The integration of the Construction Manager at Risk (CMAR) into the project schedule as soon as they are selected allows for seamless coordination and real-time input, which is especially valuable for fast-tracked or phased project deliveries. Weekly internal goals and structured meeting agendas keep the team focused and aligned with long-term objectives, while regular updates and transparent communication foster accountability and momentum.

To further support schedule adherence, Grace leverages cloud-based platforms such as BIM360 and the proprietary Centerline system. These tools provide all consultants and stakeholders with 24/7 access to models, documents, and schedules, enabling real-time collaboration and immediate response to evolving project needs. The team's commitment to keeping originally assigned personnel active across all phases ensures continuity, deep project knowledge, and efficient decision-making. When challenges arise, the team conducts schedule impact reviews, reallocates resources as needed, and reorganizes tasks to maintain progress while demonstrating flexibility and a proactive mindset.

This comprehensive approach is reinforced by a culture of open communication and continuous improvement. By identifying potential risks early, developing mitigation strategies, and maintaining strong relationships with consultants and contractors, Grace consistently delivers projects on time and within budget. The result is a streamlined, efficient process that not only meets schedule commitments but also sets a high standard for project delivery in the industry.

Responsibilities

Clear responsibility is assigned for meeting the project schedule to both the Partner-in-Charge, Kevin Williams, and the Project Manager, Miguel Goizueta, who work in tandem to provide leadership, oversight, and direct communication throughout all phases. The Project Manager serves as the central point of contact, actively coordinating the design team, consultants, and contractors, and tracking progress against established milestones. This role is supported by the Partner-in-Charge, who remains engaged from project kickoff through completion, offering strategic guidance and ensuring that the team's efforts align with client goals and schedule commitments.

Miguel Goizueta

Partner, Project Manager, Lead Designer, Point-of-Contact

Acting as the central point of contact, Miguel will administer all phases of the project with a keen eye on scheduling and planning. He directs, controls, and monitors all activities throughout the project life cycle, utilizing his extensive public safety and civic experience with knowledge of local AHJs and federal funding guidelines to ensure key dates are met through active and transparent communication.

B. Cost
1. What control techniques are planned?
2. Demonstrate ability to meet project cost control.
3. Who will be responsible for cost control?

Ability to Meet Project Cost Control

Grace employs a robust suite of control techniques to deliver projects on budget and demonstrate strong cost control. The process begins at project kickoff, where the team collaborates with stakeholders to establish critical success factors and identify potential risks. These factors are revisited and updated at every design milestone, allowing the team to proactively address challenges and keep the project aligned with financial goals. Throughout the design and construction phases, detailed cost estimates are developed and refined, with value engineering applied to maximize value and identify cost-saving alternatives without compromising quality or functionality.

A key element of cost control is the integration of advanced technology and transparent communication. Grace Design Studios leverages Building Information Modeling (BIM) and the proprietary Centerline platform to enable real-time collaboration, document management, and cost tracking. This approach allows the team to monitor project costs at a granular level, assess the impact of design decisions, and provide up-to-date information to all stakeholders. Regular reviews, milestone estimates, and open dialogue with the client and construction partners ensure that any potential overruns are identified early and addressed through targeted solutions.

The firm's track record includes successful implementation of rigorous value engineering, life cycle cost analysis, and continuous budget monitoring on projects such as the Lee County Public Safety Annex. By scrutinizing every proposed element, substituting materials where appropriate, and redesigning structural components for efficiency, Grace consistently delivers projects that meet or exceed cost control expectations. This disciplined, collaborative, and technology-driven approach empowers the team to avoid surprises, maintain financial discipline, and deliver exceptional value to clients.

Responsibility

Miguel Goizueta, the Studio Leader, Lead Designer, and Project Manager, will be the primary individual responsible for cost control throughout the project. The Project Manager leads the coordination of cost estimates, value engineering, and budget monitoring, working closely with Kevin Williams, the Partner-in-Charge, to provide oversight and strategic direction.

C. Recent, current, and projected workload.

Our experienced team of 480+ professionals has enabled Grace to achieve a 90% repeat client rate and maintain a strong portfolio of public sector commissions in Southwest Florida. After evaluating our current and projected workload, we are confident in our ability to provide Charlotte County with a dedicated team ready to hit the ground running and deliver a successful project to the County.

Current Workload: Workload for the Grace Fort Myers team includes 17 projects in design and 14 projects in construction.

Projected Workload: The Grace Fort Myers office does not currently have any projects in contract negotiations.

Work Plan

1. Firms submitting should demonstrate their understanding of the project. An outline description of anticipated tasks in sequence should be prepared. Firms should identify anticipated deliverables and a general schedule for a project of this magnitude.

Tasks, Deliverables + Schedule

Designing a special needs safe room requires a systematic, data-driven, and collaborative approach to guarantee that the space addresses both current and future accessibility and safety requirements. Our proposed process details, in chronological order, the essential tasks, deliverables, and estimated durations needed to complete project initiation, functional programming, site selection, and preliminary cost and schedule alignment. Each is tailored to the unique needs of individuals with special needs. This approach prioritizes user safety, comfort, and adaptability, ensuring the resulting environment is supportive, secure, and responsive to evolving requirements.

Programming Phase	Duration (Weeks)	Key Deliverables
Existing Conditions Documentation	2-3	Existing Conditions Report, Facility Space Inventory Spreadsheet, and Deficiency Summary compared to County's previous reports
Stakeholder Engagement and Programmatic Needs Assessment	4-6	Stakeholder Summary Report, Needs Assessment Matrix, Comparative Benchmarking Summary
Functional Programmatic Matrix Development	2-3	Functional Programmatic Matrix, Adjacency Diagram, and Workflow Schematics
Site Selection and Feasibility Analysis	4-6	Site Selection Report, Comparative Evaluation Matrix, and Conceptual Site Feasibility Summary
Budgeting and ROM Cost Analysis	2-4	Programmatic ROM Budget Estimate
Project's Implementation Schedule and Programmatic Document Deliverable Package	2-3	Project Master Schedule, Milestone Deliverables Summary, and Project Planning Descriptive Narrative

Project Design Phase

8-12 WEEKS

1 **NOTICE TO PROCEED**

2 **PROGRAMMING/PLANNING AND SITE DESIGN**

8-10 WEEKS

3 **SCHEMATIC DESIGN**
*Concept Plans, Elevations, Preliminary Cost Estimate

10-12 WEEKS

4 **DESIGN DEVELOPMENT**
*Detailed Design Set, Updated Cost Estimate

12-16 WEEKS

5 **CONSTRUCTION DOCUMENTS**
*Final Technical Drawings, Specifications

8-10 WEEKS

6 **PERMITTING AND BIDDING**
*Approved Permits, Bid Analysis, Contractor Award

13-14 MONTHS

7 **CONSTRUCTION ADMINISTRATION**
*Progress Reports, Inspections, Closeout Documents

SUBSTANTIAL COMPLETION

+/- 2 WEEKS

8 **POST-OCCUPANCY**
*As-Built Records, Commissioning Summary

V

Design Approach

Grace.

Constructibility + Bidding Approach

At Grace, our approach is rooted in proactive collaboration, rigorous documentation, and leveraging advanced technology to deliver high-quality, cost-effective results.

Constructibility

We integrate constructibility reviews throughout the design process, utilizing Building Information Modeling (BIM) to visualize and coordinate every aspect of the project in real time. This allows us to identify and resolve potential challenges early, optimize material selections, and streamline construction sequencing. Our in-house review team conducts independent, phased assessments of drawings and specifications to confirm design integrity, code compliance, and practical build-out within project constraints. This process reduces the risk of costly revisions and change orders during construction, ensuring a smooth transition from design to implementation.

Bidding

During the bidding phase, we support our clients by preparing comprehensive bidding documents, facilitating the distribution of these documents to prospective bidders, and organizing pre-bid conferences. We respond promptly to contractor questions and issue addenda as needed to clarify requirements. Our team collaborates with owners and construction managers to evaluate proposals, ensuring that the selected contractor fully understands the project's goals and requirements. We also recommend including alternates in the design packages to protect the base bid and provide flexibility for upgrades if the base bid is favorable.

Integrated Cost + Communication Strategy

We believe in a proactive approach to budget management. Early in the project, we identify potential concerns and develop solutions or alternates to meet available funds. Our process includes regular value engineering reviews to assess the impact of proposed changes on program, functionality, durability, and cost. This ensures that value decisions are made with all pertinent information, supporting true value rather than simple cost reduction. Our proprietary Centerline platform provides real-time access to project information for all stakeholders, supporting transparent communication and efficient document management throughout the bidding and construction phases. This centralized system helps keep the entire team aligned, informed, and accountable, further supporting successful project delivery.

Quality Assurance / Quality Control

Grace employs a comprehensive five-phase QA/QC process to ensure error-free documents and maintain the highest standards throughout all project phases. During Schematic Design, preliminary building code and program verification are completed, with quality assurance reviews by Project Managers, Architects, and Interior Designers. In Design Development, redlines, consultant coordination, and quality assurance reviews are conducted, with optional quality control reviews for complex projects. Construction Documentation includes thorough redlines, comprehensive coordination, required QA reviews, and a mandatory quality control review before stamping. During Construction Administration, QA/QC data metrics are recorded with continuous monitoring and documentation. Finally, Project Closeout involves a design team review meeting, capture of benchmarking data, and post-occupancy evaluation.

Challenges		Solution	
Site Conditions - Schedule Control			
Utilities Available / Easements Dedication Expandability	**No direct water or sewer service currently on-site**. Extensions or new mains will require utility easements, engineering reports, and FDEP permits.	→ Engage Charlotte County Utilities for capacity confirmation and Apply for FDEP SRF loans or FEMA mitigation funds for infrastructure.	Water service application is at the site with an existing 8" water main on Hillsborough
	Utility extension approvals can take 6–12 months, including design and permitting.	→ Complete commission boundary/topographic	
Roads + Access	**Veterans Blvd Corridor** will be undergoing major intersection and lane improvements through 2026, which may **restrict access and staging areas during construction.**	→ Complete Traffic and road work design early and coordinate with county transportation projects. Secure staging areas and alternate routes before construction start.	
	A Traffic Impact Analysis is required for large-scale development or shelter facility	→ Prioritize Completion	
	CCPW coordination on R/W work for utility extensions and Driveways (Veterans and Hillsborough Blvd) - Including Power Service	→ Prioritize Completion	
	The 'Bachman Tract' was to get ingress/egress to Veterans Blvd.	→ Fully developed intersection with signal plans. - Provide a fully developed intersection with consideration for a signal placed at the Harbor Blvd and Veterans intersections as part of the permits / DOT process.	
Water + Environmental + Zoning + Management	**Terrain elevation - FEMA BFE++** requires zoning for what we know with slosh elevation compliance	→ **No current issues.** Building Floor Elevation must comply with grant requirements.	
	Environmental Permits and Schedule Impact requires pulling FDEP Wastewater Permit, SWFWMD Environmental Resource Permit (ERP) and Protected Species Survey (PSS)	→ **Confirmed by Engineer** we will need these. Implementation into the project timeline is needed in order to fit the grant's scheduled timeframe.	
	Zoning issues - New shelter or facility will require rezoning or PD amendment, public hearings, and compliance with the Charlotte 2050 Comprehensive Plan.	→ **Zoning process** to be included and prioritized into the overall project timeline.	

Challenges		Solution
Grant Related Requirements		
Grant Assistance	**Schedule control - related to Grant's Milestones** Compliance grace periods for updated ICC 500/FEMA P-361 standards typically expire within 12–18 months after new editions	→ Monthly progress audits tied to grant drawdowns. We will begin environmental and historic reviews during design phase to compress timeline.
	Must follow 2 **CFR Part 200 procurement rules** (competitive bidding, cost reasonableness)	→ Assign a Project Manager for 2 CFR Part 200 adherence.
	NEPA compliance and Section 106 reviews can delay start. From concept to completion: 24–36 months, factoring design, permitting, grant approval, and construction	→ Identify dependencies (grant approval, design, procurement). + Add 10–15% time allowance for regulatory delays.
Medical Dedicated Personnel + Emergency Procedures		
Limiting Disruptions	**Dedicated protocols and Isolation requirements**	→ **Pre-registration and Planning:** Encourage patients to register with local emergency management and bring a minimum 7-day supply of medications and medical records.
	Medication Access Interruption - control	**Medication Tracking Systems:** Use standardized tools like C-MIST to document and monitor health needs in shelters
Storage + Stability	Must Maintain secured storage during active construction	→ Utilize Lockable cabinets with chain-of-custody logs for narcotics and psychiatric meds
	Maintaining Complex Regimens	→ Assign licensed medical staff for dispensing.
	Crowded Conditions and Immunocompromised Patients	→ Implement isolation areas for immunocompromised patients. Utilizing ICRA Protocols during construction. Stock PPE and sanitation supplies.
Medication Continuity - Stress + Trauma Patients	Maintaining Medication Continuity and minimizing Stress and Trauma Patients	→ Maintain battery backup for critical medical devices (oxygen concentrators, feeding pumps).
		Staff Training: Train shelter staff on handling complex medication regimens and recognizing signs of deterioration
		Incident reporting system for any medication or health-related issues.
Budget Analysis + Control		
Increased Construction Costs	**Cost escalations** due to Tariff policies - **20%** estimated	→ **Early Procurement:** Lock in prices through forward-buying or long-term supplier agreements.
		Scenario Planning: Build flexible budgets with contingency for policy-driven cost changes.
	Labor costs are expected to rise 4–6% annually, adding significant pressure to project budgets.	→ **Accelerated Project Delivery:** Reduce exposure to prolonged inflation by shortening timelines.
	Expect continued cost escalation of 3–6% annually for most sectors	→ **Alternative Materials:** Explore substitutes like engineered wood or recycled steel. **Value Engineering:** Optimize designs to reduce material intensity without compromising quality. **Diversify Suppliers:** Avoid reliance on single-source vendors or overseas-only suppliers. **Leverage Incentives:** Tap into tax credits and grants for sustainable construction. Include price adjustment terms in contracts to manage inflation risk.

Key Risks

to the Charlotte County Special Needs Safe Room

Mitigating Potential Delays

The project faces several potential delays across various categories, each presenting unique challenges that require strategic mitigation approaches.

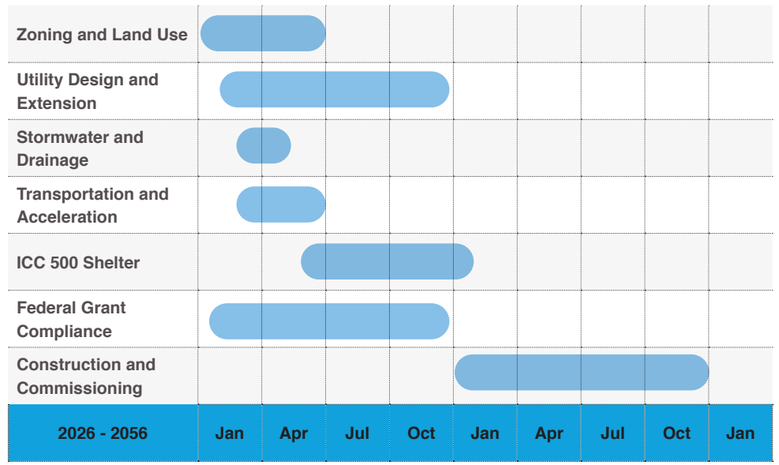
Zoning Challenges (Potential 3-6 months process)
Planned Development (PD) amendments and associated public hearings represent a significant regulatory hurdle. These processes involve multiple stakeholder reviews, public comment periods, and potential appeals. The timeline can extend based on community feedback, local government meeting schedules, and the complexity of requested amendments. Early engagement with planning authorities and proactive community outreach can help streamline this process.

Utility Infrastructure (Potential 6-12 months process)
Water and sewer line extensions present the most substantial infrastructure challenge. These delays stem from multiple factors including utility company coordination, easement acquisition, environmental permitting, and construction sequencing. The extended timeline often reflects the need for engineering studies, capacity assessments, and potential upgrades to existing utility systems. Coordination with utility providers early in the design phase is critical to minimize these impacts.

Stormwater Management (Potential 1-2 months process)
While relatively minor compared to other categories, stormwater engineering and approval processes require careful coordination with environmental agencies. This includes hydraulic modeling, environmental impact assessments, and compliance with local drainage requirements. The shorter timeline reflects the more standardized nature of these approvals, though site-specific conditions can complicate the process.

ICC 500 Shelter Design (Potential 3-6 months process)
The specialized nature of ICC 500 shelter design requires extensive peer review and compliance verification. This process involves structural analysis for extreme weather conditions, life safety system validation, and coordination with emergency management agencies. The peer review process is particularly critical given the facility's role in protecting vulnerable populations during disasters.

Grant Compliance Requirements (Potential 6-12 months process)
NEPA (National Environmental Policy Act) compliance and federal procurement requirements represent the most complex regulatory challenge. NEPA reviews can involve environmental assessments, cultural resource surveys, and public participation processes. Federal procurement rules add additional layers of documentation, competitive bidding requirements, and compliance verification that can significantly extend project timelines.



These interconnected challenges require a comprehensive risk management strategy that addresses regulatory, technical, and administrative requirements simultaneously. Early stakeholder engagement, parallel processing of approvals where possible, and maintaining flexibility in project scheduling will be essential for successful project delivery.

C. What methods will you employ to ensure Charlotte County receives a quality project designed within budget and schedule?

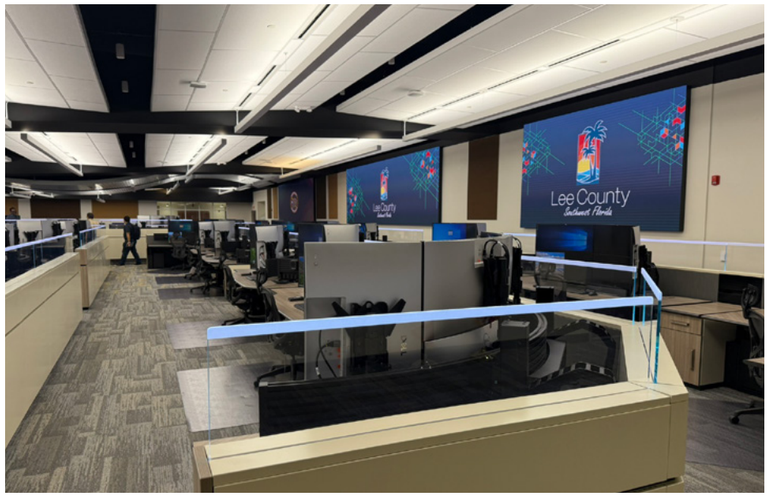
Ensuring Quality, Budget + Schedule.

Our team employs a proactive, collaborative, and technology-driven approach to deliver quality projects for Charlotte County on budget and on schedule.

The team's methods are rooted in transparency, early stakeholder engagement, and continuous communication, ensuring that every phase of the project aligns with the County's goals and expectations. To ensure the County receives a quality multifunctional government building project designed within budget and schedule, we recommend using impactful methods to include:

Clear Goals + Scope

At the heart of every successful project is a foundation built on clarity. Grace begins each engagement by working closely with clients and stakeholders to define precise, measurable goals and a well-articulated scope. This up-front investment in planning acts as a roadmap, guiding every decision and helping the team stay focused on the project's true intent. By documenting these goals and scope in detail, the team creates a shared understanding that empowers everyone to resist "scope creep"—the temptation to add features or make changes that fall outside the original vision. This discipline not only prevents costly changes and delays but also supports a more predictable, enjoyable project journey for all involved.



Defining a Clear Vision + Delivering a Resilient, Flexible Annex

A standout example is the Lee County Public Safety Annex in Fort Myers, Florida. From the outset, Grace partnered with Lee County to clearly define the project's scope: integrating a new Public Safety Annex into the existing Emergency Operations Center to house Public Safety Administration, Emergency Medical Services, and a new Emergency Communications Center. The team worked with stakeholders to identify essential needs, such as technology upgrades, expanded restrooms and showers, sleeping accommodations, and a training facility while also planning for flexible, multifunctional spaces to support emergency operations. When the owner requested additional bunk space and showers to address deficiencies discovered after Hurricane Irma, the team responded by incorporating wall-mounted Murphy bunk beds and expanded restroom facilities, all while maintaining the original project budget and schedule. This disciplined approach to scope definition and management allowed the project to adapt to evolving needs without costly overruns, delivering a resilient, efficient hub for Lee County's emergency response.

Constant Communication + Stakeholder Engagement

Grace champions a culture of open, transparent communication. From Project Kickoff to Closeout, the team maintains regular check-ins, structured meetings, and clear documentation. This approach builds trust, aligns expectations, and keeps everyone moving in the same direction.

Leveraging Project Management Software

Technology is a game-changer for project delivery. Our Centerline platform enables real-time tracking of schedules, documents, and communications. This centralized hub supports phased, agile delivery giving the team the flexibility to adapt to evolving needs while maintaining control over cost and timelines. By integrating all project data in one place, Centerline reduces errors, streamlines collaboration, and keeps everyone accountable. Moving into construction, Centerline seamlessly integrates with popular construction project management platforms like Procore. This will ensure a smooth handoff between teams mitigating the risk of information loss.

Proactive Risk Management

Risk is an inevitable part of any project, but we take a proactive risk mitigation stance. Early in the process, the team identifies potential risks like unproven construction methods, materials, systems, or long lead items. We then develop strategies collaboratively with the owner and potential contractor to mitigate them. Regular risk assessments and contingency planning are woven into the project's fabric, allowing the team to adapt quickly to changing circumstances. We rely on the team's collective experience to highlight risk early. This forward-thinking approach minimizes disruptions, protects quality, and keeps the project on track, even when the unexpected arises.

Continuous Monitoring + Evaluation

Success is measured by more than just reaching the finish line. It's about how the journey unfolds. Grace employs key performance indicators (KPIs) to track scope, time, cost, and quality throughout the project life cycle. Milestone quality reviews and regular progress assessments provide opportunities for course correction, ensuring that the project remains aligned with its goals and delivers lasting value.

Skilled Project Team Leadership

The Grace team is led by experienced project managers and quality control professionals who bring strong leadership and a spirit of collaboration to every project. These leaders coordinate across disciplines, optimize resource allocation, and foster a culture of proactive problem-solving. Their hands-on involvement ensures that the project benefits from both technical expertise and a human touch, driving efficiency and innovation at every stage.

Adaptive Design for High-Needs Safety Spaces

Grace employs a specialized, research-informed approach to programming and designing safe rooms for individuals with special needs in Charlotte County. Our methodology prioritizes protection, accessibility, staff readiness, and emotional well-being, ensuring environments support both immediate safety and long-term resilience. Below are the five key steps we follow to translate this approach into effective, adaptive safe room designs:

Step 1

Discovery + Assessment

Our process begins by gathering essential data through site reviews, policy evaluations, and an in-depth assessment of safety risks, occupant behaviors, mobility needs, and supervision requirements. This phase establishes the functional goals and performance criteria that will guide all subsequent design decisions.

Step 2

Collaborative Programming

We conduct focused workshops with security specialists, behavioral health professionals, caregivers, emergency personnel, and facility leadership. Targeted surveys, one-on-one interviews, and operational workflow mapping further refine response protocols, occupant profiles, and sensory considerations, so that the programming reflects a holistic understanding of user needs.

Step 3

Visualization + Simulation

Using advanced visualization tools including VR, SketchUp, Autodesk Revit, and Enscape, we test room configurations, sight lines, sensory conditions, and emergency procedures in immersive digital environments. Stakeholders can evaluate layouts and safety features in real time, allowing informed decision-making and reducing design revisions.

Step 4

Adaptive, Evidence-Based Design

We integrate controlled flexibility into the design, incorporating calming sensory cues, anti-ligature and impact-resistant fixtures, durable materials, clear circulation paths, and discreet safety infrastructure. Evidence-based design principles guide decisions related to acoustics, lighting, and environmental triggers to support comfort, de-escalation, and protection.

Step 5

Iteration + Consensus-Building

Ongoing collaboration remains central throughout the design process. Visioning sessions, design charrettes, and live polling tools bring caregivers, administrators, emergency personnel, and community representatives into iterative review cycles. This process ensures consensus, alignment with operational protocols, and a shared commitment to a secure and supportive final environment.

VI

Similar Projects

Grace.

Shell Point Retirement Community

Shell Point Retirement Community Island Commons Building

Projects Delivering Similar Facilities

Island Commons serves the Shell Point Community in a critical emergency capacity, functioning as a shelter and disaster recovery center for the 1,300-resident community, including individuals with special needs. The facility provides a protected environment comparable to a FEMA P-361–compliant special-needs safe room, designed to withstand Category 5 storms and remain independently operational for up to seven days. Elevated above the parking area, all essential habitable spaces are positioned above the Category 5 SLOSH model (18.0′ NAVD), ensuring maximum protection. The building meets or exceeds all FEMA P-361 and ICC 500 requirements for high-risk shelters, providing life-safety, resilience, and accessibility for vulnerable populations.

Schedule + Cost Control

Currently the project is tracking to be completed on the time. While there have been several owner-requested revisions, we have worked closely with the Owner and Construction Manager to minimize their impact by effectively utilizing the owner's contingency, tax savings, and buy-out savings.

Successful Value Engineering Solutions

As an ICC 500 compliant building, all window openings must withstand the impact of a nine-pound projectile at one-half the ultimate design wind speed. Because only a limited number of products meet this standard, costs are typically high. After evaluating all available options, including one-time product approval testing, we identified a compliant system at a significantly lower cost. Although it came with certain size limitations, we were able to accommodate these through minor elevation adjustments.

Successful Experiences with Local Subcontractors

Although the Construction Manager was not based in Southwest Florida, our pre-construction process enabled us to bring in key sub-contractors, many of whom we have partnered with for more than 30 years, who had the experience and capability required for this project. Engaging firms with deep local roots ensured both strong performance and a vested commitment to delivering a high-quality result in their own community.

Additional Construction Costs Caused by Design Deficiencies, Not Program Changes

While the Owner has made some significant changes resulting in cost impact, to date none of these are attributed to design deficiencies or omissions.

Construction Problems + Means Taken to Solve Them

The primary construction problem was logistical. The Island Commons, as well as a 12-story residential tower building, were being concurrently built about 100 yards away and in the middle of an existing campus serving 1,300 residents. Working closely with the Construction Manager, the team implemented detailed phasing plans to minimize disruptions to daily campus operations. This included coordinating construction schedules, establishing clear pathways for residents and staff, and creating temporary access routes to ensure safety and functionality. Regular communication with campus leadership and residents helped address concerns promptly, while proactive planning mitigated delays and ensured the project stayed on track.

The School Board of Lee County Florida

Gateway High School

Projects Delivering Similar Facilities

The high school's designation as the Lee County Public Shelter positions it directly in line with the performance requirements of a special-needs safe room. Designed to provide refuge during catastrophic storms, the facility incorporates the same hardened construction, elevated floor elevations, and life-safety protections required for housing medically vulnerable populations. Its ability to maintain secure refuge areas, sustain operations during extended power outages, and support large occupant loads mirrors the operational and environmental stability essential to special-needs sheltering. The project's robust infrastructure—emergency power, protected refuge spaces, and enhanced storm hardening—ensures the school can not only serve the general public but also accommodate the critical needs of individuals requiring medical equipment, controlled environments, and continuous support during severe weather events.

Schedule + Cost Control

This project was our first re-use of our High School Prototype for the Lee County School District. The design of the project for the new site location and increased student population took 9 months to complete and was finalized in March 2019. The construction of the project was completed in July 2021. The overall project duration was 38 months with some delays in the construction schedule due to the COVID-19 pandemic.

Successful Value Engineering Solutions

In our early design meetings with the School District's ESE Specialist we were able to come up with a design solution that provided a better utilization of the classroom space. This also allowed us to reduce the amount of plumbing fixtures within the ESE spaces while still meeting the needs of the students and staff by creating shared spaces.

Successful Experiences with Local Subcontractors

We worked closely with the Construction Manager and were heavily involved in their construction BIM coordination meetings with their sub-contractors. The team utilized the Resolve software for BIM and VR collaboration. The key benefit of the VR Meetings is that it allowed for complete team buy-in and understanding around an issue or task. This helped reduce the overall number of project RFI issues.

Additional Construction Costs Caused by Design Deficiencies, Not Program Changes

There were no additional construction costs caused by design deficiencies. The only additional costs were associated with changes when it was decided we needed to upgrade the facility to meet hurricane shelter requirements.

Construction Problems + Means Taken to Solve Them

The primary construction challenge on Gateway High School was the COVID-19 pandemic, which caused labor and material delays. The Contractor quickly implemented health and safety protocols, adjusted work sequencing, and coordinated closely with the design team to keep sub-contractors working safely and productively. Through proactive communication and early identification of long-lead items, the team was able to mitigate schedule impacts and maintain project momentum.

City of Doral

City of Doral Recreation and Aquatics Center

Projects Delivering Similar Facilities

This facility includes a designated community storm shelter designed to withstand severe weather and provide protected space during regional emergencies. This approach closely parallels the development of a special needs safe room, where reinforced construction, reliable power, enhanced ventilation, and accessible layouts are essential to safeguard vulnerable occupants. Both spaces prioritize life safety, resilience, and accessibility, ensuring that individuals who require additional support have a secure environment when it is needed most.

Schedule + Cost Control

Project was complete in time for grand opening of the of the larger development and was within the Guaranteed Maximum Price. Some of the contingency fund were expended to address some owner requested revisions.

Successful Value Engineering Solutions

To limit the budget impact of creating a shelter within a public building, Grace strategically designed larger spaces intended for shelter use within the interior of the building. This approach optimized the use of existing spaces, reducing the need for extensive structural modifications while ensuring compliance with safety and shelter requirements. By re-purposing interior areas, the design maximized functionality and cost efficiency without compromising the building's primary purpose.

Successful Experiences with Local Subcontractors

Grace has successfully collaborated with local subcontractors in Miami-Dade County on various projects, ensuring high-quality results and seamless project execution. By engaging subcontractors with deep local expertise and strong community ties, the team has been able to leverage their knowledge of regional regulations, construction practices, and supply chains. This approach has fostered effective communication, timely delivery, and a shared commitment to delivering projects that meet the needs of the local community.

Additional Construction Costs Caused by Design Deficiencies, Not Program Changes

While the Owner has made some significant changes resulting in cost impact, to date none of these are attributed to design deficiencies or omissions.

Construction Problems + Means Taken to Solve Them

The Doral Recreation and Aquatic Center, a cornerstone of the Mayor's term and part of a multi-phase master-planned development, faced significant challenges due to its high-profile nature and the involvement of multiple projects and contractors. Complex coordination across teams, integration with adjacent facilities, and stringent regulatory requirements demanded advanced solutions, including centralized project management, BIM modeling, and early engagement with permitting agencies. Rising material costs and schedule pressures were mitigated through value engineering, bulk procurement, and contingency planning, while proactive risk management and transparent communication preserved public confidence. Through disciplined planning and collaboration, the project was successfully delivered as a flagship amenity, reinforcing the City of Doral's vision for a vibrant, connected community.

City of Fort Myers

City of Fort Myers Fire Station 17

Projects Delivering Similar Facilities

Fort Myers' new fire station was delivered using a collaborative Construction Manager at Risk (CMAR) process with early cost benchmarking and iterative cost modeling at the 30, 60, and 90 percent design stages. Throughout design development, the team conducted constructability reviews, updated estimates, and carried out value engineering to keep the project aligned with scope, quality, and market conditions. This transparent, market-informed approach resulted in more than $300,000 in savings and a Guaranteed Maximum Price (GMP) that protected both budget and schedule. The same methodology applies directly to a special needs safe room, where early cost opinions and continuous review are essential for integrating reinforced construction, accessibility features, and critical life-safety systems. By using CMAR-driven cost checks and collaborative decision-making, the owner can balance protective requirements with budget goals while ensuring the safe room meets all functional and resilience standards.

Schedule + Cost Control

At each major project milestone, including programming, schematic design, and subsequent development phases, the team rigorously reviews and adjusts both the schedule and cost projections, ensuring the owner's budget and expected timeline are maintained, plus allowing for proactive adjustments in response to any emerging challenges or opportunities. The overall process also included considering projects effective utilization of projects after completion, by improving firefighter schedule training to be had on site, improving overall response time and avoiding additional costs of sending the staff to other facilities.

Successful Value Engineering Solutions

Throughout the project's development, the design team employed a rigorous and ongoing constructability and value engineering process aimed at enhancing both performance and cost-efficiency. At each phase, mechanical and electrical systems were thoroughly analyzed, leading to the selection of alternative, more efficient options that upheld required operational standards. The project also Integrated an on-site fuel dispensing service allowed the design to unify power generator capabilities with emergency vehicle fueling, creating a single solution that maximized backup power reliability and ensured vehicle readiness.

Successful Experiences with Local Subcontractors

Grace emphasized the advantage of engaging reputable local subcontractors. Effective collaboration with these partners was instrumental in delivering the new fire station, supported by continuous constructability reviews and careful coordination of BIM shop drawings that streamlined the transition from design to construction. All subcontractors and suppliers underwent a rigorous evaluation and qualification process, prioritizing proven experience, technical proficiency, and alignment with project goals to ensure excellent service quality. This strategic approach allowed the owner to benefit from the expertise of local trade partners, reduce disruption from traveling crews, maintain schedule integrity, and achieve accurate installations, timely milestones, and consistently high standards throughout construction.

Additional Construction Costs Caused by Design Deficiencies, Not Program Changes

No additional construction costs were incurred due to design deficiencies, and even amidst supply chain disruptions, the project maintained both the GMP and overall budget without a single change order. Our team proactively advised the owner to allocate a contingency fund for potential escalations; however, these risks were significantly minimized through early buyouts and strategic procurement planning, ensuring financial stability and efficient resource management throughout the project.

Construction Problems + Means Taken to Solve Them

Construction of the new fire station faced several challenges, including complex permit processing, strict wetland preservation requirements, and the need to relocate endangered species. The team engaged regulatory agencies early, conducted detailed ecological assessments, and coordinated relocation activities to maintain compliance and keep the project on schedule. Site geometry required creative layout solutions and careful planning to optimize building orientation for emergency deployment, supported by rigorous constructability reviews throughout. Traffic access also posed difficulties due to the high-traffic corridor, which were resolved through dedicated deceleration and exit lanes, signalized controls, and modeled egress routes that enabled rapid, unobstructed emergency response and strengthened overall public safety.

VII

Experience + Capabilities

Grace.

Collaborative Design for Multi-Agency Facilities

Value Engineering:

Our value engineering process begins early by integrating cost analysis and design alternatives at each project milestone. We leverage historical data, benchmarking, and input from local contractors and specialty consultants to provide detailed cost breakdowns and identify opportunities for savings. This approach helps minimize surprises during bidding and construction, empowering our clients to make informed decisions about scope enhancements or alternates if bids are favorable.

Cost Analysis + Control:

Grace employs a comprehensive, transparent approach to cost analysis and control, ensuring that every project remains aligned with the client's budget from concept through closeout. Our process is designed to maximize value, minimize risk, and support informed decision-making at every stage. Using target value design, each discipline is assigned a budget target, and proposals are continuously evaluated to ensure alignment, reducing the risk of overruns. Value engineering reviews identify cost-saving opportunities without compromising quality, durability, or program needs, while life cycle cost analysis balances initial costs with long-term operational expenses. Transparent communication is supported through our proprietary Centerline platform, giving stakeholders real-time access to budgets, estimates, and documentation. During the bid phase, we prepare comprehensive packages, facilitate pre-bid meetings, and review bids for completeness and best value. Throughout construction, disciplined change management tracks costs and schedule impacts of any modifications. This integrated strategy ensures projects are fiscally responsible, on schedule, and aligned with client goals.

Life Cycle Cost Analysis:

Life Cycle Cost Analysis (LCCA) is incorporated as a core component of our design and value engineering process, especially for public and government facilities. LCCA is a methodical approach that evaluates the total cost of facility ownership by considering not only initial construction costs, but also long-term expenses such as energy consumption, maintenance, operations, repairs, and eventual replacement or disposal. Our LCCA process includes:

- **Early Integration:** We begin LCCA during the initial design phases, using it to inform material selection, system choices, and design strategies that will impact the building's long-term performance and cost.
- **Comprehensive Evaluation:** We assess all major building systems—envelope, HVAC, lighting, plumbing, and finishes—comparing alternatives based on their projected operational and maintenance costs over the facility's expected lifespan.
- **Data-Driven Decision Making:** Our team leverages industry benchmarks, manufacturer data, and the Whole Building Design Guide (WBDG) to provide accurate, project-specific cost projections.
- **Sustainability and Resilience:** LCCA helps us identify opportunities for energy efficiency, water conservation, and durable materials, supporting sustainable design and reducing the facility's environmental footprint.
- **Client Collaboration:** We present LCCA findings in clear, actionable formats, empowering owners to make informed decisions that balance first costs with long-term value.

Environmental Assessment:

We approach environmental assessment as an integral part of our planning and design process, particularly for public and government facilities and projects in sensitive regions such as South Florida. Our team, including experienced partners like Johnson Engineering, brings extensive expertise in conducting environmental assessments (EAs) and navigating permitting requirements at the local, state, and federal levels. Our environmental assessment process typically includes:

- **Site Evaluation:** We conduct thorough evaluations of existing site conditions, including wetlands, protected species, flood zones, and potential contamination. This may involve Phase I and Phase II Environmental Site Assessments (ESAs) to identify and address any environmental risks or regulatory concerns.
- **Regulatory Compliance:** Our team is highly familiar with the Federal Clean Water Act, Endangered Species Act, Florida's Water Resources Act, and local comprehensive plans and land development regulations. We collaborate closely with regulatory agencies to secure necessary permits and approvals, ensuring all environmental requirements are met.
- **Sustainable Design Integration:** We incorporate findings from environmental assessments into the design, prioritizing strategies that protect natural resources, manage stormwater, and minimize site disturbance. Our approach supports both environmental stewardship and project resilience.
- **Documentation and Reporting:** Our team prepares all required documentation for permitting and compliance, including mitigation plans when necessary

Permitting for Charlotte County:

Grace works closely with all authorities having jurisdiction throughout Southwest Florida. Our team's experience designing public and government facilities allows us to have a deep understanding of the standards, procedures, and regulations required. Located less than 30 miles from Charlotte County, our team has a proven track record of permitting in Charlotte County and surrounding areas.

Specialized Marine + Coastal Experience:

Our approach combines deep technical knowledge, hands-on disaster recovery, and a commitment to resilient, sustainable design—making us a trusted partner for marine and coastal projects that demand both innovation and proven performance.

Our portfolio includes rapid-response, FEMA-funded restoration and mitigation projects following major hurricanes, such as Hurricane Ian in 2022. For Lee County, we delivered disaster recovery design solutions, including the establishment of a 46-building temporary campus at Cape Coral Technical College and restoration work for multiple schools in Cape Coral and surrounding coastal communities. These projects required advanced knowledge of FEMA regulations, flood zone design, and coastal hazard mitigation, ensuring continuity of operations in the wake of severe storm events.

Our team's expertise extends to the design of emergency operations centers and public safety facilities in hurricane-prone coastal areas, including the Lee County Emergency Operations Center (Fort Myers), Marco Island Fire Station 50 and Emergency Operations Center, and Hendry County Emergency Operations Center (LaBelle). These facilities are engineered for hurricane wind loads, storm surge, and rapid recovery, incorporating elevated foundations, impact-resistant glazing, and redundant power systems.

Environmental stewardship is a cornerstone of our coastal work. Our team, including partners like Johnson Engineering, has extensive experience with South Florida water management, flood zone compliance, and permitting for protected species and wetlands. We have successfully navigated complex regulatory environments for projects such as the Babcock Ranch Community, Charlotte Harbor Water Association, and South County Regional Park, ensuring that all marine and coastal developments meet or exceed local, state, and federal requirements.

Working on Public and/or Government Facilities + Amenities:

Our team is well-versed in the unique requirements of public sector work, including compliance with local, state, and federal regulations, public procurement processes, and the need for transparency and accountability throughout the project life cycle. We have successfully completed projects for city, county, and state agencies, as well as for special districts and public authorities.

VIII - XI

Volume of Work, Location, Litigation, Minority Business

Grace.

VII. Volume of Work - Total of Payments Received From County Within the Past 24 Months
IX. Location - Describe the Prime and Sub-consultants responsiveness as it relates to the Firm's location to the project.
X. Litigation - Have you been named as a defendant or co-defendant in a lawsuit in the last five years?
XI. Minority Business - Certified MBE, Sub consultants Certified MBE, and/or Non-Certified MBE

Volume of Work

We are happy to include Charlotte County among our most valued clients as we are currently in the construction phase on the Charlotte County Supervisor of Elections Warehouse. Total of payments received from the County within the last 24 months is $159,032.49.

See the Proposal Submittal Signature Form in Section XII Forms.

Location

Grace, along with our proposed consultants, are conveniently located just 30 minutes from the project site. This proximity ensures effective communication and allows us to promptly address project needs at any given moment. We are committed to collaborating efficiently with the County and other stakeholders throughout the project to ensure its success.

Florida
Fort Myers
Lakeland
Naples
Orlando
Pensacola

Arizona
Phoenix

Colorado
Denver

Hawaii
Honolulu

Indiana
Jeffersonville

Kentucky
Lexington

Louisiana
Baton Rouge
Lafayette
Lake Charles
New Orleans
Shreveport

Maryland
Baltimore

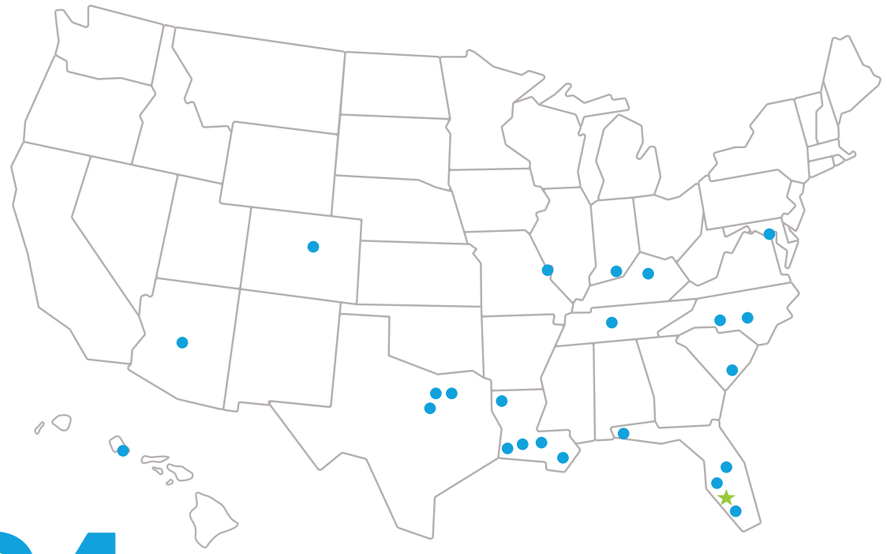
Missouri
St. Louis

North Carolina
Charlotte
Pinehurst

South Carolina
Charleston

Tennessee
Nashville

Texas
Dallas
Fort Worth
Irving



24 Office Locations

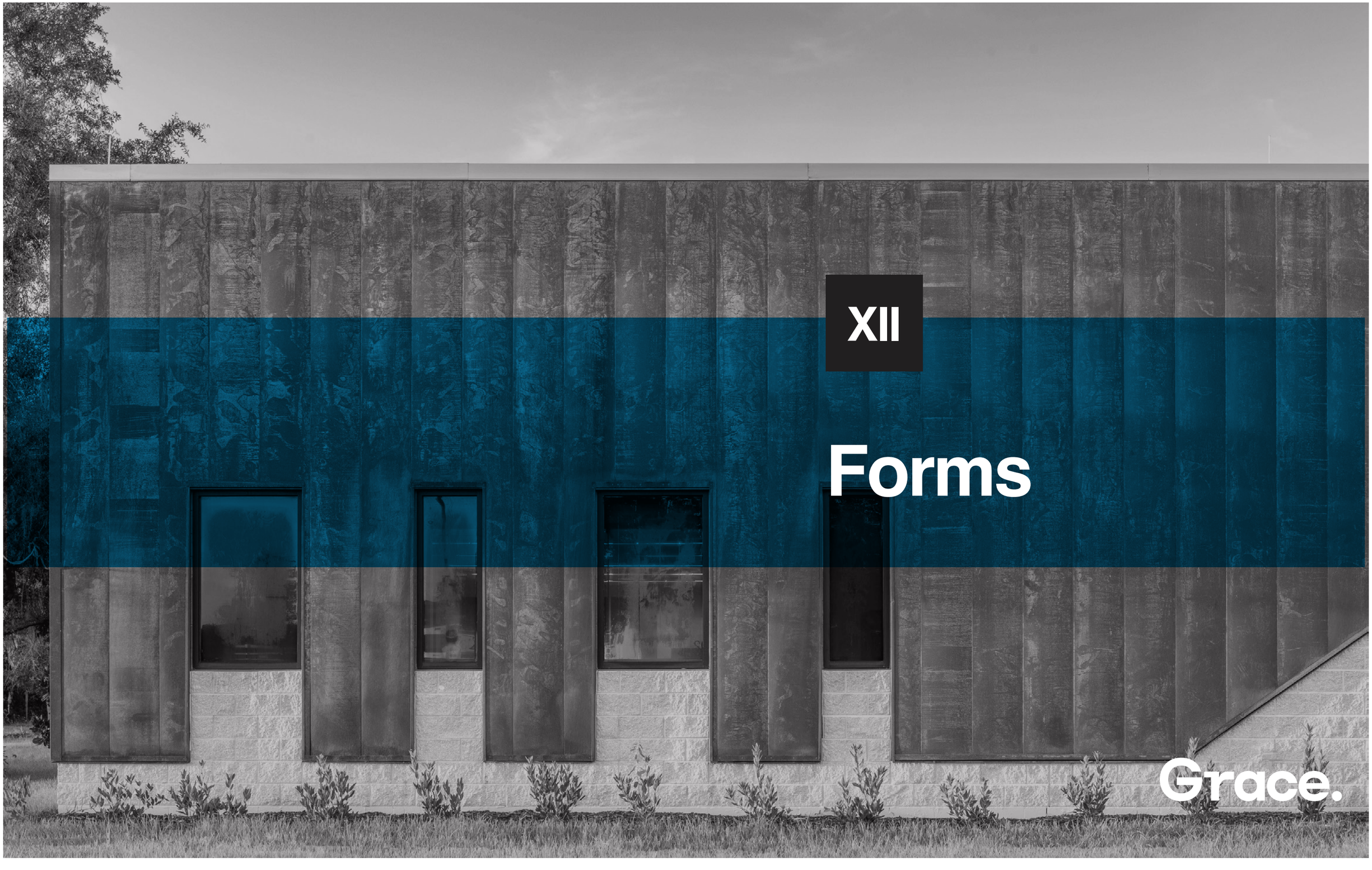
Litigation

In the past five years, Grace has had two claims made against it. The first claim is currently being defended. No payments have been made to settle the matter, and no reserves have been posted to date. The claim is considered highly defensible, and no lawsuit has been filed. The second claim involves a lawsuit filed by a general contractor, alleging that Grace's scope of work was expanded and contributed to construction delays. Grace is actively defending the case and believes the claim lacks merit. Grace maintains a strong track record and takes all claims seriously, addressing each with professionalism and diligence.

Minority Business

Although not a MBE firm, Grace always strives to meet or exceed any MBE goal. We are committed to increasing diversity in the workforce and in our contracting practices. We will continue to seek opportunities throughout the project to enhance diversity.

See form in section XII Forms.



XII

Forms

Grace.

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
	Kevin Williams, Partner-in-Charge	36	Fort Myers	Fort Myers	Fort Myers
	Miguel Goizueta, Project Manager, Lead Designer	31	Fort Myers	Fort Myers	Fort Myers
	Conrad Brethold, Project Architect	11	Fort Myers	Fort Myers	Baton Rouge
	Ceile Webre, Interior Designer	28	Baton Rouge	Baton Rouge	Baton Rouge
	Jeffery Hoseth, Construction Administrator	41	Fort Myers	Fort Myers	Fort Myers

2.	Magnitude of Company Operations	
	A) Total professional services fees received within last 24 months:	$157.5M
	B) Number of similar projects started within last 24 months:	99
	C) Largest single project to date:	$500M

3.	Magnitude of Charlotte County Projects	
	A) Number of current or scheduled County Projects	1
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).	$159,032.49

4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided
	Johnson Engineering	Fort Myers	Up to 30%	Civil Engineering
	MP Structures	Fort Myers	Up to 30%	Structural Engineering
	Matern Professional Engineering Inc.	Fort Myers	Up to 30%	MEP Engineering
	David M. Jones Jr. and Associates, Inc.	Fort Myers	Up to 30%	Landscape Architect

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 Grace Design Studios, LLC
(This form must be completed and returned)

6. Minority Business: Yes _____ No ✓
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 11/14/2025 Addendum No. 2 Dated 11/18/2025 Addendum No._____ Dated_____
Addendum No._____ Dated_____ Addendum No._____ Dated_____ Addendum No._____ Dated_____

Type of Organization (please check one): INDIVIDUAL (__) PARTNERSHIP (✓)
CORPORATION (__) JOINT VENTURE (__)

Grace Design Studios, LLC — Firm Name
225.338.5569 — Telephone
_____ — Fictitious or d/b/a Name
88-3891126 — Federal Employer Identification Number (FEIN)
501 Government Street, Suite 200 — Home Office Address
Baton Rouge, LA 70802 — City, State, Zip
58 — Number of Years in Business
1500 Jackson Street, Suite 200 Fort Myers, FL 33901 — Address: Office Servicing Charlotte County, other than above
Kevin Williams, Partner-in-Charge — Name/Title of your Charlotte County Rep.
239.278.3838 — Telephone
Partner — Name/Title of Individual Binding Firm (Please Print)
[signature] — Signature of Individual Binding Firm
11/19/2025 — Date
kwilliams@grace-design.com — Email Address

(This form must be completed & returned)

BYRD ANTI-LOBBYING CERTIFICATION

Certification 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 an 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.

11/19/2025
Date

Kevin Williams
Type or Print Name

Signature

Partner
Title

END OF PART V

NAME OF FIRM Grace Design Studios, LLC
(This form must be completed and returned)

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that Grace Design Studios, LLC (name of business) does:

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

11/19/2025
Date

NAME OF FIRM Grace Design Studios, LLC
(This form must be completed and returned)

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

Charlotte County Contract #20260026

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

1. I am over the age of 18 and I have personal knowledge of the matters set forth except as otherwise set forth herein.

2. I am an officer or representative of the Nongovernmental Entity and authorized to provide this affidavit on the Company's behalf.

3. Nongovernmental Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.

4. This declaration is made pursuant to Section 92.525, Florida Statutes. I understand that making a false statement in this declaration may subject me to criminal penalties.

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

Further Affiant sayeth naught.

Signature

Kevin Williams
Printed Name

Partner
Title

Grace Design Studios, LLC
Nongovernmental Entity

11/19/2025
Date

NAME OF FIRM Grace Design Studios, LLC
(This form must be completed and returned)

Grace
Design Studios

POINT OF CONTACT
Miguel Goizueta
(Main Contact)
E: mgoizueta@grace-design.com

1500 Jackson Street, Suite 200
Fort Myers, FL 33901

239.278.3838

grace-design.com