

DESIGN SOUTH COUNTY ANNEX REPLACEMENT PROJECT

Due Date: October 17, 2025

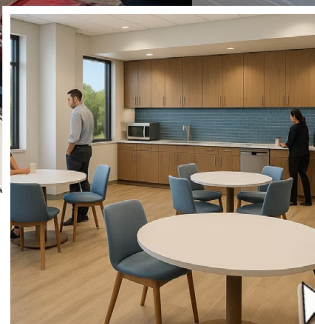
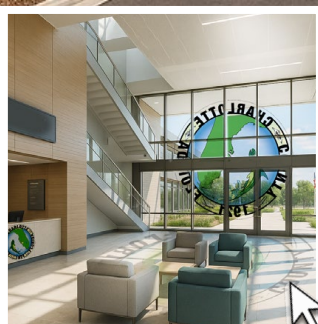
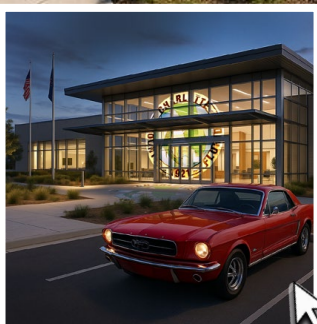
RFP NO. 20250587



**CHARLOTTE COUNTY
PURCHASING DIVISION**
18500 Murdock Cir, Ste. 344
Port Charlotte, FL 33948-1094



HEADQUARTERS:
3820 Colonial Blvd., Ste. 100
Fort Myers, FL 33966
SARASOTA BRANCH:
1990 Main Street, Ste 750,
Sarasota, FL 34236



Please note that images are conceptual for presentation purposes only and are not representative of the final design.

Kindly note that clicking the cursor icon will take you to the ADG 360 application for further details and visuals.

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01 LETTER OF
INTEREST

35 YEARS OF
EXPERIENCE

REGISTERED
ARCHITECTS

100%
LOCALLY OWNED AND
OPERATED

-0- LITIGATION
OR LAWSUIT

WME
CERTIFIED
WOMAN-OWNED BUSINESS
ENTERPRISE



LICENSE NO.: AR0012668

HEADQUARTERS:
3820 Colonial Blvd., Suite. 100
Fort Myers, Florida 33966

SARASOTA BRANCH:
1990 Main Street, Suite 750,
Sarasota, 34236

October 17th, 2025

Alisa L. True, CPPB | Senior Contract Specialist
Charlotte County Purchasing Division
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948-1094

Dear Ms. True and Members of the Professional Services Committee,
RE: RFP 20250587- "Design South County Annex Replacement Project

ADG Architecture, llc (ADG) is pleased to submit our firm's qualifications for the "Design South County Annex Replacement" project. Established in 1990, ADG brings to your project over 35 years of planning, architectural and design experience. ADG has partnered with municipalities throughout the southwest region of Florida from the City of Marco Island to Manatee County. Our team would be honored to continue our relationship with Charlotte County by working on this project and we believe that we are uniquely qualified for the following reasons.

EXPERIENCE WITH CHARLOTTE COUNTY

ADG Architecture llc has extensive experience working with Charlotte County on a number of high profile projects including projects that are used by Charlotte County citizens on a daily basis. These projects include a number of recreation center renovation projects and expansion of the County's community development offices. We have partnered with Charlotte County over the years to develop an ADA transition plan for parks and other cultural resources and then providing design expertise to remedy ADA accessibility challenges. Our body of work with the county has allowed us to earn your trust in our abilities, experience and professionalism.

OUR HIGHLY QUALIFIED TEAM

ADG Architecture, llc is a leading provider of architectural and interior design services to the government sector space. From new construction to renovation, our work with Charlotte County has touched most of the county's facilities over the last 10 years. Our firm will provide the necessary programming and master planning expertise required of this project. Our team possesses the skills required to work with many diverse stake holders, resolve programmatic conflicts, while working within the constraints of the projects budget and schedule. The comprehensive work plan that we develop for this project will provide the flexibility to adjust to evolving program requirements and provide continuous monitoring of the project's costs as compared to the projects budget.

For this project, ADG Architecture has partnered with the following highly qualified consulting firms. Each member of the team provides the requisite skills and experience necessary for this project.

- ▶ **ATWELL Engineering | Civil**
- ▶ **CBRE ,Inc | Site Selection**
- ▶ **Metro Forecasting Models | Population and Development Planning**
- ▶ **Little Diversified Architectural | Architectural Master-planning**
- ▶ **CMTA Inc. | Mechanical Electrical Plumbing**
- ▶ **RIB U.S.COST | Cost Estimating Management**
- ▶ **UES Professional Solutions, LLC | Geo-tech**
- ▶ **TRC Worldwide Engineering| Structural**

CLIENT AND SERVICE ORIENTED TEAM

At ADG Architecture, LLC, our corporate culture is rooted in a “whatever it takes” mindset driven by an unwavering commitment to project success. This ethos inspires our team to consistently go above and beyond, ensuring every project requirement is met with precision, dedication, and excellence.

EXPERTISE IN DEVELOPING UNIFIED DECISION MAKING IN COMPLEX PROJECTS

Drawing on our extensive experience designing city and county facilities, we are well-versed in collaborating with diverse stakeholder groups. We understand that projects of this nature typically involve a wide range of participants, including the project committee, user groups, elected officials, and members of the public. Our goal is to deliver a successful project that culminates in a functional, dynamic plan one that is shaped by timely input from the right stakeholders. A thoughtfully structured engagement schedule ensures effective information sharing and timely decision-making that will be a benefit to the project.

In closing, ADG Architecture, LLC is excited to partner with Charlotte County on this important project and continue our working relationship. We believe that we are the right team for this project and thank you for your consideration.

Sincerely,
ADG Architecture, LLC



Robert Taylor, AIA, NCARB, LEED AP BD+C, CPTED Certified
President
239-277-0554
BobT@alliancedesigngroup.com



LICENSE NO.: AR0012668

HEADQUARTERS

3820 Colonial Blvd., Suite. 100
Fort Myers, Florida 33966

SARASOTA BRANCH

1990 Main Street, Suite 750,
Sarasota, 34236



tabl.

**TEAM PROPOSED FOR THIS
PROJECT**

PART IV - SUBMITTAL FORMS
PROPOSAL SUBMITTAL SIGNATURE FORM

1.	Project Team Name and Title	Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence						
	Robert Taylor, Principal	50	Fort Myers	Fort Myers	Alva						
	Clarisa Parodi, Principal	30	Fort Myers	Fort Myers	Alva						
	Frederick Koenig, Dir. of Architectural Services	30	Fort Myers	Fort Myers	Port Charlotte						
	Claude Pullen, Staff Architect	30	Fort Myers	Fort Myers	Babcock Ranch						
	Timothy Griffin, Project Manager	10	Fort Myers	Fort Myers	Cape Coral						
	Sherese Powell, Interior Designer	07	Fort Myers	Fort Myers	Fort Myers						
2.	Magnitude of Company Operations										
	A) Total professional services fees received within last 24 months:			\$	13,898,457						
	B) Number of similar projects started within last 24 months:				18						
	C) Largest single project to date:			\$	72 Million						
3.	Magnitude of Charlotte County Projects										
	A) Number of current or scheduled County Projects				01						
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).			\$	138,935						
4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided							
	ATWELL	Fort Myers	15	Civil							
	CMTA Inc.	Port Charlotte	28	Mechanical & Electrical Engineering							
	RIB U.S.COST	Fort Myers	2.5	Cost Estimate							
	UES	Fort Myers	2.5	Geo-tech							
	Little	Orlando	5	Masterplanning							
	CBRE	Fort Myers	1	Site Selection							
	Metro	Fort Myers	1	Growth Management							
	TRC	Fort Myers	10	Structural							
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										
	N/A										

6. Minority Business: 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.	Yes ☒ No ☐
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 09.18.25 Addendum No. 2 Dated 09.30.25 Addendum No. _____ Dated _____
 Addendum No. _____ Dated _____ Addendum No. _____ Dated _____ Addendum No. _____ Dated _____

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

ADG Architecture, llc 239-277-0554
 Firm Name Telephone
N/A 45-4265882
 Fictitious or d/b/a Name Federal Employer Identification Number (FEIN)

3820 Colonial Boulevard, Suite 100
 Home Office Address

Fort Myers, 33966 35
 City, State, Zip Number of Years in Business

3820 Colonial Boulevard, Suite 100, Fort Myers, FL 33966
 Address: Office Servicing Charlotte County, other than above

Robert Taylor, Principal 239-277-0554
 Name/Title of your Charlotte County Rep. Telephone

Robert Taylor, Principal
 Name/Title of Individual Binding Firm (Please Print)

[Signature] 10.17.2025
 Signature of Individual Binding Firm Date

BobT@alliancedesigngroup.com
 Email Address

(This form must be completed & returned)

DRUG FREE WORKPLACE FORM

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

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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



Proposer's Signature

10.17.2025

Date

NAME OF FIRM ADG Architecture, llc

(This form must be completed and returned)

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

Charlotte County Contract #20250587

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

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

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

Further Affiant sayeth naught.



Signature

Robert Taylor

Printed Name

President

Title

Yes

Nongovernmental Entity

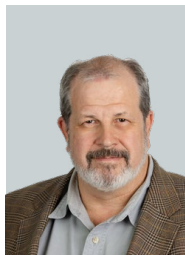
10.08.2025

Date

END OF PART IV

NAME OF FIRM ADG Architecture, llc

(This form must be completed and returned)

CHARLOTTE COUNTY		PROJECT OWNER	
PRIME FIRM KEY PERSONNEL	 ROBERT TAYLOR AIA, NCARB, LEED AP BD+C Certified CPTED Practitioner President PRINCIPAL IN CHARGE 50 YEARS OF EXPERIENCE	 CLARISA PARODI AIA Associate, Certified CPTED Practitioner Principal LEAD DESIGNER 30 YEARS OF EXPERIENCE	No Changes To Designated Key Personnel May Occur Without Charlotte County's Permission
	 FREDERICK KOENIG AIA- NCARB Director of Architectural Services PROJECT MANAGER 30 YEARS OF EXPERIENCE	 CLAUDE PULLEN AIA, NCARB, LEED AP BD + C STAFF ARCHITECT 30 YEARS OF EXPERIENCE	
	 DEREK BORNHORST LAND PLANNER 20 YEARS OF EXPERIENCE	 TODD R REBOL CIVIL ENGINEER 20 YEARS OF EXPERIENCE	
	 JASON SMITH MECHANICAL ENGINEER 27 YEARS OF EXPERIENCE	 DAVID FARMER GROWTH DEVELOPMENT RESEARCH 30 YEARS OF EXPERIENCE	
CONSULTANT KEY TEAM MEMBER	 SEAN TRACY AIA, ALEP, CPTED, MASTER PLANNING CONSULTANT 35 YEARS OF EXPERIENCE	 MATTHEW ELMORE GEO-TECH CONSULTANT 14 YEARS OF EXPERIENCE	
	 PAUL MORSELL STRUCTURAL ENGINEERING 30 YEARS OF EXPERIENCE	 LEIGH SHAW CCP, LEED BD+C, VMA LEAD ESTIMATOR 18 YEARS OF EXPERIENCE	
			
			
CONSULTANT FIRMS			

No Changes To Designated Key Personnel May Occur Without Charlotte County's Permission



ADG ARCHITECTURE, llc
ARCHITECTURE, PRIME
OVER 35 YEARS OF EXPERIENCES



ROBERT TAYLOR, AIA, NCARB, LEED AP BD+C | Certified CPTED Practitioner | President

Robert founded ADG Architecture, llc in 1989 and brings 46+ years in architectural design, master planning, and municipal facilities, including work with the U.S. Army Corps of Engineers and city/county governments. He leads multidisciplinary teams to deliver space optimization, resilient infrastructure, and long-term facility roadmaps. For the Charlotte County Annex and Strategic Master Space Plan, he will direct programming and adjacencies, improve operational workflows and public access, embed resilience and continuity-of-operations, and phase implementation to maintain services while accommodating future growth.

EDUCATION : Bachelors of Architecture Lawrence Technological University Southfield, MI

PROJECT ROLE: Principal in Charge

RELEVANT EXPERIENCES

- City of North Port Family Services, City of North Port, Florida
- City of Sanibel Public Safety Complex, City of Sanibel, Florida
- Charlotte County Community Development Expansion, Charlotte County, Florida
- Dr Ann Murphy S.T.A.R.S Complex, Fort Myers, Florida
- Desoto County Family Complex, Arcadia, Florida



CLARISA PARODI, AIA Associate, Certified CPTED Practitioner | Principal

Clarisa joined ADG Architecture, llc in 2002 and brings over 22 years of experience in public sector design and strategic space planning. She led Charlotte County's Space Master Plan Phase 2 and has delivered functional, resilient, community-focused facilities across Southwest Florida, including the Sanibel Police Department. For the South County Annex Replacement, she will guide programming, stacking and adjacencies for public-facing services, stakeholder engagement, and solutions that elevate accessibility (Americans with Disabilities Act), safety (Crime Prevention Through Environmental Design), and sustainability through high performance building systems and materials.

EDUCATION : Bachelor of Architecture School of Architecture Urbanism and Design, Universidad Nacional de Mar del Plata, Buenos Aires

PROJECT ROLE: Lead Designer

RELEVANT EXPERIENCES

- Collier County Medical Examiner, Naples, Florida
- City of Sanibel Public Safety Complex, City of Sanibel, Florida
- Charlotte County Community Development Expansion, Charlotte County, Florida
- Dr Ann Murphy S.T.A.R.S Complex, Fort Myers, Florida
- Desoto County Family Complex, Arcadia, Florida



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

Fred is an architect with nearly 30 years of experience in public safety, community, and government facilities. He has led master planning and delivery for major initiatives public safety complexes and fire stations from concept through construction closeout. For the South County Annex Replacement, Fred will drive programming, operational workflows, stakeholder facilitation, and phased implementation, pairing code and life-safety rigor with durable, resilient building systems. His work is known for being functional, innovative, and community-centered.

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

PROJECT ROLE: Senior Project Manager

RELEVANT EXPERIENCES

- Utilities Department New Buildings, City of Sarasota, Florida
- County Clerks Renovation, City of Sarasota, Florida
- Department of Health Renovation, Madison County, NY
- West Coast Inland Navigation District Offices, Venice, Florida



ADG ARCHITECTURE, Ilc
ARCHITECTURE, PRIME
OVER 35 YEARS OF EXPERIENCES



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

Claude joined ADG Architecture, Ilc in 2006. He brings deep experience in architectural design, construction, and project management for government and public-sector facilities. His strengths include facility assessments, space-utilization studies, and master planning; developing clear construction standards; optimizing layouts and workflows; and ensuring compliance with the Americans with Disabilities Act and the Florida Building Code. As a building-envelope specialist, he focuses on durability, energy performance, moisture control, and lifecycle value delivering practical, code-rigorous, and user-focused solutions.

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

PROJECT ROLE: Staff Architect and Project Specifications

RELEVANT EXPERIENCES

- North Fort Myers High School Re-Roof, North Fort Myers, Florida
- C and D Building, Waste Water Management, Marco Island, Florida
- City of Sanibel Public Safety Complex, City of Sanibel, Florida
- Dr Ann Murphy S.T.A.R.S Complex, Fort Myers, Florida
- Lee County Public Education Center, Re-Roof



Sherese Powell | Interior Designer

Sherese holds a B.A. in Interior Design from The Art Institute of Tampa and specializes in coastal and resort projects. She blends smart space planning, color strategy, and resilient material choices to create functional, refined environments that perform in coastal conditions. She's known for an innovative, detail-driven approach and a calm, collaborative process. Her expertise spans space planning, color theory, and material selection, with a strong emphasis on durability and performance in coastal conditions favoring resilient finishes, moisture-tolerant assemblies, and low-maintenance systems that elevate both beauty and longevity.

EDUCATION : Bachelor of Arts, Interior Design of University of Tampa, Florida

PROJECT ROLE: Lead Designer

RELEVANT EXPERIENCES

- Cape Coral Technical College Expansion, Cape Coral, Florida
- West Coast Inland Navigation District Offices, Venice, Florida
- Bayshore School, North Fort Myers, Florida
- Veterans Academy for the Arts, Lehigh Acres, Florida



CBRE
INDUSTRIAL AND LOGISTICS



DEREK BORNHORST | Senior Vice President

Derek Bornhorst is a Senior Vice President with CBRE's Industrial & Logistics group in Fort Myers, Florida. With over 20 years of industry experience, he is recognized as a top producer in the Southwest Florida market. Bornhorst has a proven track record representing national occupier expansions and negotiating investment property sales on behalf of institutional investors. Prior to joining CBRE, he was a founding member and Principal of Lee & Associates in Fort Myers and Naples, where he served for 11 years.

EDUCATION : Bachelor of Arts, Management Information Systems, Ohio

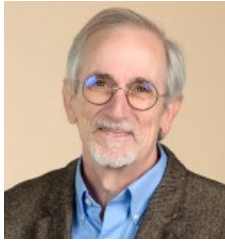
PROJECT ROLE: Land Planning and Site Selection Consultant

RELEVANT EXPERIENCES

- Ambrose Property Group
- FedEx
- Walton Street



• **LITTLE DIVERSIFIED ARCHITECTURAL | ARCHITECTURAL**
 • **MASTERPLANNING**
 •



SEAN TRACY, AIA, ALEP, CPTED | Studio Principal

Sean has over 30 years' experience programming, designing and managing a variety of institutional projects types for government agencies, colleges, and schools including complex multi-phased replacements, new construction, additions and renovations, historic preservation, and security assessments. Sean leads a team of architects and interior designers focused on innovative and cutting-edge educational environments.

EDUCATION : Bachelor of Architecture, New Jersey Institute of Technology

PROJECT ROLE: Master Planning & Urban Design

RELEVANT EXPERIENCES

- Turie T. Small Elementary School Zero-Energy, Daytona Beach
- NeoCity STEM Academy Zero-Energy High School (Prototype 1 & 2), Osceola County
- Roots Farm Campus, Carbon Neutral Higher Education Classroom Building, Orlando
- Lake County Government, Original Courthouse Façade Repair and Reroof, Tavares
- Eastern Florida State College, Public Safety Institute, Melbourne
- Orange County Public Schools, Pine Hills Transportation Depot, Orlando
- Trinity Catholic High School, Performing Arts Center, Ocala



MICHAEL COATES, AIA, NCARB | Designer

With 31 years of experience, Michael is a versatile architect with a balance of design and technical expertise, Michael is adept at coordinating all aspects of project design, from concept design, design development, construction document production, and construction administration.

EDUCATION : Bachelor of Arts in Architecture, University of North Carolina at Charlotte, Charlotte, NC

PROJECT ROLE: Designer

RELEVANT EXPERIENCES

- Wake County Detention Center, Raleigh, NC
- Harnett County Government Center South, Lillington, NC
- Robeson County Department of Social Services, Robeson, NC
- Wake County Public Safety Center Renovations, Raleigh, NC
- Wake Forest Town Hall, Wake Forest, NC
- Durham City Center, Durham, NC
- Wake County Northeast Regional Library, Raleigh, NC



REBECCA SISTRUCK, Prosci CCP, LEED AP ID+C | Director of Space and Change Strategy

Rebecca brings deep expertise in guiding civic, educational, administrative, and community-focused clients through strategic planning processes that align people, place, and purpose. She leverages data-driven insights and proven engagement strategies to understand the priorities of diverse stakeholders. Her approach centers on empathy, collaboration, and alignment to your mission and goals, helping clients make informed decisions that drive operational performance, foster inclusivity, and support long-term impact.

PROJECT ROLE: Master Planning and Urban Design Specialist

EDUCATION : Bachelor of Fine Art, Interior Design, Paier College of Art
 Charlotte, Charlotte, NC

RELEVANT EXPERIENCES

- Signature Flight Corporate Headquarters Relocation, Orlando, FL
- Reynolds American, Inc, Winston Salem, NC



- **ATWELL**
- **CIVIL ENGINEERING**
- **CONSULTANT WITH ADG FOR 20 YEARS**



TODD R. REBOL, P.E., | Vice President

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

EDUCATION : Bachelors of Science Mechanical Engineering, University of South Florida

PROJECT ROLE: Senior Civil Engineer

RELEVANT EXPERIENCES

- Sidewalks - Year Three Improvements, Charlotte County, Florida
- Family Services Center - Phase 1, Charlotte County, Florida
- District One Sheriff's Office, Charlotte County, Florida
- District Three Sheriff's Office, Charlotte County, Florida
- Harbor Boulevard Improvements, Charlotte County , Florida



ALEXIS CRESPO, AICP, LEED, AP | Vice President Of Land Planning

Alexis, AICP, is a planning leader at ATWELL with deep experience in Southwest Florida and a strong record in government facility planning and land use policy. She has led multidisciplinary teams delivering comprehensive plan updates, land development code amendments, and zoning strategies for municipal, institutional, and mixed-use projects. Her work with local governments emphasizes alignment between growth projections, operational needs, and site programming to support clear, defensible approvals.

PROJECT ROLE: Land Planner

RELEVANT EXPERIENCES

EDUCATION : Ryerson University, Bachelor of Urban & Regional Planning

- Sidewalks - Year Three Improvements, Charlotte County, Florida
- Family Services Center - Phase 1, Charlotte County, Florida



CLAYTON W. REBOL, P.E., | Director

As a Project Manager Mr. Clay manages the design, permitting, and construction of diverse development projects. He brings expertise in civil engineering design, permitting, and construction inspection, with experience in wastewater systems, roadway and utility improvements, cost estimating, and design modeling. His strong knowledge of regulatory requirements ensures efficient and successful project delivery. He is committed to providing, cost-effective solutions that meet client goals and standards.

EDUCATION : Bachelors of Science Civil Engineering, University of South Florida

PROJECT ROLE: Civil Engineer

RELEVANT EXPERIENCES

- Family Services Center - Phase 1, Charlotte County
- District Three Sheriff's Office, Charlotte County
- West County Annex Building, Charlotte County
- Charlotte County Community Development Expansion Project



- **CMTA INC. ELECTRICAL AND MECHANICAL ENGINEERING**
- **ZERO ENERGY CONSULTING**
-



JASON SMITH, P.E., LEED AP BD + C, CEM | Partner, Senior Electrical Engineer

Jason develops mechanical scopes, leads rigorous QA/QC, and delivers cost-effective, innovative solutions. A LEED Accredited Professional and Certified Energy Manager, he brings deep expertise in high-performance civic systems, with experience across K-12 and higher education, government, healthcare, and commercial buildings. He will lead the mechanical team with a focus on humidity control, energy performance, resilience, and maintainability. His approach evaluates DOAS with energy recovery; high-efficiency heat-pump or chilled-water options; right-sized distribution and zoning for public-facing and staff areas; and integrated DDC/BMS. He provides appropriate redundancy (N+1), corrosion-resistant selections and wind-rated louvers, outside-air pretreatment, and emergency ventilation with rapid-restart sequences.

EDUCATION : B.S., Electrical Engineering, University of Central Florida

PROJECT ROLE: Mechanical Engineer of Record

RELEVANT EXPERIENCES

- Charlotte County Sheriff's Office District 3 Administration Support Headquarters, Punta Gorda
- Hillsborough County Public Safety Operations Center, Tampa
- Volusia County Sheriff's Office Sheriff's Evidence Facility & Forensics Lab, Daytona Beach
- Police Headquarters, Hollywood
- Supervisor of Elections, West Palm Beach
- Supervisor of Elections Renovations & Additions, Fort Lauderdale
- New Police Department & Emergency Operations Center, Jupiter
- New Evidence Facility, Bradenton
- New Emergency Operations Center, North Port
- New Police Department Headquarters, North Port



GARY WYDOCK, EI | Partner, Senior Mechanical Engineer

Gary leads the Fort Myers region and oversees office operations, client relations, project management, and design. His principal areas of practice include HVAC, plumbing, and fire protection systems for new construction, renovations, replacements, and upgrades. He has managed and designed facility studies/assessments, replacements, renovations, and new construction across K-12, higher education, local government and federal government, healthcare, and commercial facilities. Gary develops clear MEP bases of design, conducts milestone QA/QC reviews, and directs BIM coordination to maintain constructability and reduce change orders. His approach emphasizes energy performance, maintainability, and coastal resilience corrosion-resistant selections, wind-rated components, thoughtful access, and right-sized redundancy. He is adept at phasing and occupied renovations, planning temporary systems and cutovers to keep departments operational.

EDUCATION : B.S., Mechanical Engineering, The Pennsylvania State University

PROJECT ROLE: Senior Mechanical Engineer

RELEVANT EXPERIENCES

- Charlotte County Sheriff's Office District 4 Office & Training Center and K-9 Kennel, Englewood
- Charlotte County Sheriff's Office District 3 Administration Support Headquarters, Punta Gorda
- Charlotte County Sheriff's Office Interior Renovations Feasibility Study & Concept Design, Naples
- Hillsborough County Public Safety Operations Center, Tampa
- Manatee County Sheriff's Office New Evidence Facility, Bradenton
- City of North Port New Emergency Operations Center, North Port
- City of North Port New Police Department Headquarters, North Port
- Lee County Sheriff's Office Headquarters Building STET Renovations, Naples



- METRO FORECASTING MODELS
- GROWTH MANAGEMENT, MOBILITY & INFRASTRUCTURE PLANNING
-



DAVID FARMER, AICP, PE, MPA | Population Expert

David brings a strong background in long-range planning and growth management for local governments. His experience spans comprehensive planning, land development, policy analysis, fiscal impact modeling, and applied research translating complex data into clear recommendations for staff, elected officials, and the public. He is hands-on with GIS, demographic and employment forecasts, level-of-service standards, and scenario modeling to align facilities, mobility, and capital plans. Known for a reliable, communicative, service-oriented style, he takes an active leadership role on every MFM engagement. He leads space forecasting with department leaders; tests alternative sites for access, utilities, zoning, resiliency, and lifecycle cost; and coordinates mobility and parking demand studies.

EDUCATION : Master of Public Administration, Barry University Miami, FL
Bachelor of Science Degree in Civil Engineering, University of Florida

PROJECT ROLE: Population and Interactive Growth Model Expert

RELEVANT EXPERIENCES

- Charlotte County Interactive Growth Model*
- Collier County Sheriff's Office Long-Range Master Plan
- Martin County Interactive Growth Model
- Martin County IGM & Fire Station Relocation Analysis
- Sarasota-Manatee MPO Socioeconomic Data & population forecast for 2050 Long Range Transportation Plan

**The Charlotte County Interactive Growth Model® received the Outstanding Study/Plan Award at the Florida Planning and Zoning Association Conference held in Port Charlotte in 2024*



- TRC WORLDWIDE ENGINEERING
- STRUCTURAL DESIGN AND CONSULTING SERVICES
-



PAUL MOERSCHER, P.E., S.I. | President | Structural Engineer of Record

Mr. Moerschel has had a major role in the design and detailing of various projects and structure types including municipal, educational, residential, office buildings, healthcare, and small commercial buildings. He has developed an extensive background in design utilizing various types of structural systems. Mr. Moerschel has proven his ability to produce cost-effective structural system designs by demonstrating effective management techniques and utilizing experience to overcome project constraints.

EDUCATION : Masters of Science in Civil Engineering and Structural Engineering Georgia Institute of Technology

PROJECT ROLE: Senior Structural Project Manager

RELEVANT EXPERIENCES

- Gulf Coast Medical Center Expansion, Fort Myers
- Naples Fire Department, Station #1 & Administration, Naples
- Passenger Terminal, Charlotte County Airport (PGD), Naples
- Seacrest Country Day School Gymnasium/Science Building Addition, Naples
- Sanibel Fire & Rescue, Station #172, Sanibel Island
- Page Field Terminal Building, Fort Myers



- **UES GEOTECH ENGINEERING**
- **NATIONAL GEOTECHNICAL, MATERIALS TESTING, INSPECTION,**
- **AND ENVIRONMENTAL**



ADAM DORNACKER, PE | Geotechnical Department Manager, Professional Engineer

Mr. Dornacker is a licensed Professional Engineer with over 12 years of experience in geotechnical engineering. He manages UES' Fort Myers Geotechnical Department, overseeing staff, drilling operations, and report preparation. His expertise includes foundation design and monitoring, soil and concrete testing, and geotechnical instrumentation review.

EDUCATION : BS, Civil Engineering, Florida Gulf Coast University

PROJECT ROLE: Geotech Project Manager

RELEVANT EXPERIENCES

- Charlotte County Fire Stations #3, #6 & #17, Punta Gorda And Port Charlotte
- Charlotte County Beach Recreation Center, Port Charlotte
- Castaways Condos Charlotte County, Englewood
- Multiple Fire Station/Training Facilities, Lee County & Collier County
- Sanibel Island Causeway, Sanibel



MATTHEW ELMORE, PE | Engineering Services Manager

Mr. Elmore oversees geotechnical investigations, construction materials testing, and related technical services for both public and private projects. A licensed professional civil engineer with 14 years of experience, he specializes in geotechnical engineering, foundation design, and materials testing for a wide range of facilities including transportation, industrial, and municipal projects. His expertise spans soil and site improvement, seismic analysis, pavement design, and inspection of concrete, foundations, and deep foundation systems.

EDUCATION : BS, Civil Engineering, Trine University

PROJECT ROLE: Project Manager

RELEVANT EXPERIENCES

- Punta Gorda Airport Inspection Services, Charlotte County
- Charlotte Behavioral CSU Addition Punta Gorda, Charlotte County
- Sabal Springs Irrigation Water Storage Tank North Fort Myers, Lee County
- Fort Myers Shores Fire Station, Alva



- **RIB U.S.COST**
- **NATIONAL COST ESTIMATOR**
-



LEIGH SHAW, CCP, LEED AP BD+C, VMA | Lead Cost Estimator

Leigh Shaw has 18 years of experience providing construction cost control services. She is currently a Project Manager and Senior Cost Estimator where she performs cost estimating along with QA/QC specifically for our South Florida projects. Leigh is also responsible for the preparation of detailed quantity take-offs; labor, material, and equipment pricing; and summarizing cost estimates for projects of all types. She serves various clients in a broad range of industry, namely in, healthcare, civic, and government.

EDUCATION : Masters of Science, Construction Management

PROJECT ROLE: Lead Cost Estimator

RELEVANT EXPERIENCES

- Coral Gables Fire Station, Coral Gables, FL
- FLETC AE Tactical Training Venue, U.S. Department of Homeland Security, Glynco, GA
- ATF Compound, Bureau of Alcohol, Tobacco, Firearms & Explosives, U.S. Department of Homeland Security, Glynco, GA
- West Matheson Hammock Nursery / Dade-County Nursery, Miami, FL

Below you will find reference names and contact information for the lead designer, prime firm, and consultants.

LEAD DESIGNER CLARISA PARODI, AIA Associate, Certified CPTED Practitioner	
Miss Camden Smith, Project Manager Collier County	239-682-0082 camden.smith@colliercountyfl.gov
Mr. Stephen Hanna, Project Manager The School District of Lee County	239-707-3885 Stephenh@leeschools.net
Miss Cindy Tamalez, Project Manager Desoto County	863-993-4816 x 349 c.talamantez@desotobocc.com
ADG ARCHITECTURE, llc	
Miss Camden Smith, Project Manager Collier County	239-682-0082 camden.smith@colliercountyfl.gov
Mr. Stephen Hanna, Project Manager The School District of Lee County	239-707-3885 Stephenh@leeschools.net
Miss Cindy Tamalez, Project Manager Desoto County	863-993-4816 x 349 c.talamantez@desotobocc.com
Mr. JD Heuther, Vice President	239-229-2784 jd@gpconstruction.com
LITTLE	
Mr. Thomas Ward, Executive Director	(321) 230-5741; thomasw@4rsmokehouse.com
Mr. Sam Isham, Vice President of Construction	(910) 521-8013
ATWELL	
Mr. Rob Humpel, President	(941) 205-1400 rhumpel@fpcbuilds.com
Mr. Scott Edwards, President	(239) 278-1177; scott.edwards@lennar.com
METRO	
Mr. Hector Flores, Charlotte County Administrator	(941) 743-1944
Mr. Ben Bailey, Community Development Director	(941) 743-1211
CMTA	
Mr. Michael Manos, PE, LEED AP	(703) 228-4430
Mr. Pete Berdovich, Director of Construction	(502) 636-4400
UES	
Mr. Bill Morris	(239) 337-3993
Mr. Henery Gerrero	(239) 357-4456
RIB U.S.COST	
Mr. James Phillips, Project Manager	(312) 755-0700; james.phillips@perkinswill.com
Mr. Lawrence Kline, Managing Director, Principal	(305) 569-1374; Lawrence.Kline@perkinswill.com



tabll.

PROPOSED
MANAGEMENT PLAN

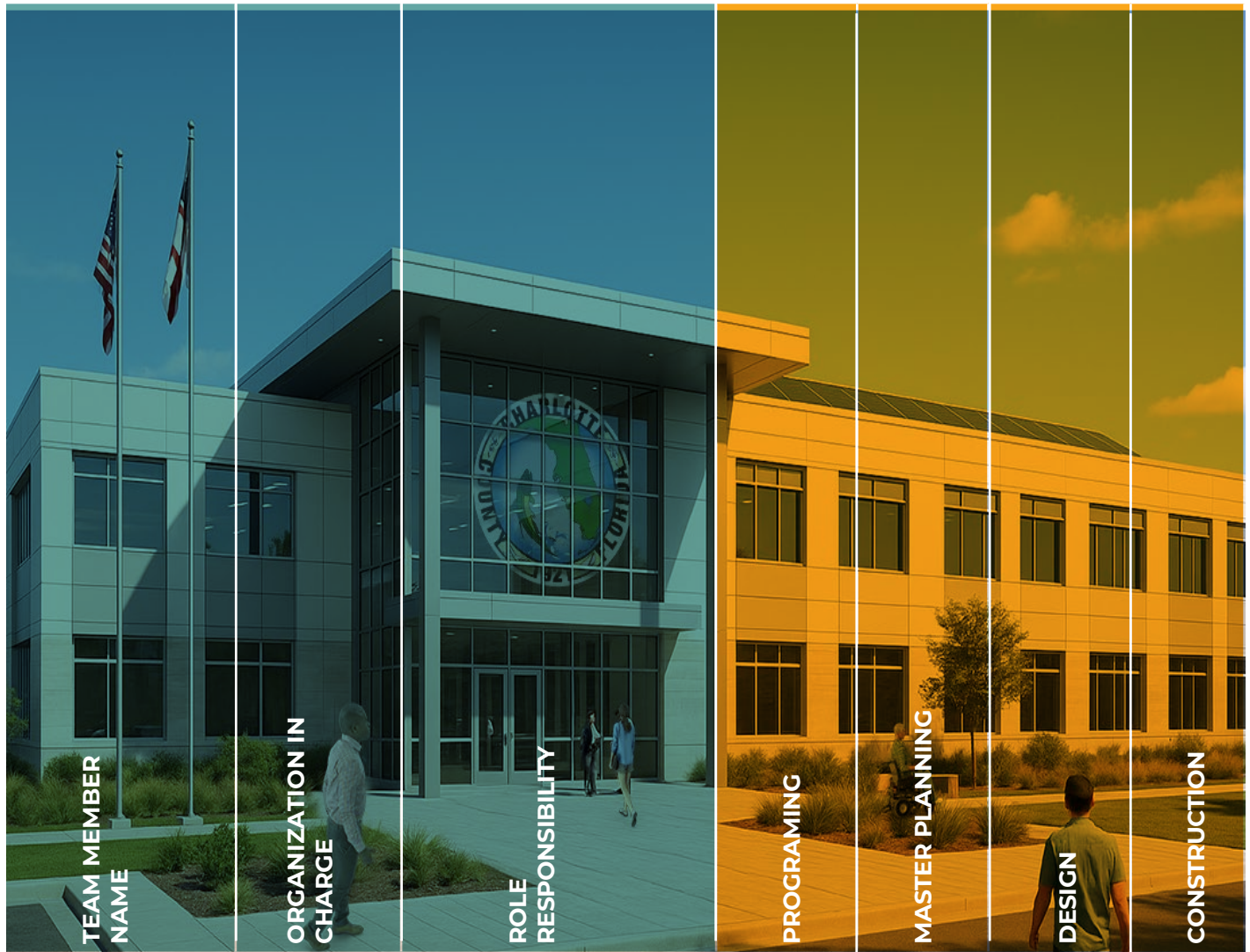
TEAM RESPONSIBILITY MATRIX	ADG	LITTLE	ATWELL	CMTA	TRC	UES	CBRE	METRO	RIB USA
PROGRAMMING PHASE									
Industry Standard Operational Analysis	○	●						●	
Community Resource Analysis	○	●		●	●		●	●	
Stakeholder Meetings	●	●	●				○	○	
Conceptual Site Planning	○	○	●	○			○	○	
Programming	●	●	○						
Site Security Planning	●	○	○						
Facility Condition Surveys	●	○	○	●	●	●			
Site Inventory & Analysis	●	●	○			○	●		
Site Selection Support (if applicable)	●	○	●			○	●	●	
Growth & Space Forecast Inputs	●							○	
MASTER PLANNING									
Site Plan	○	○	●	○					
Mobility & Parking Demand	●	○	●				○	○	
Crime Prevention Through Environmental Design (CPTED)	●	●							
Preliminary Cost Model (ROM)	●	○	○	○	○				●
DESIGN PHASE									
Civil Engineering	○		●			○			●
Geo-Technical Study			●			●			
Schematic Design	●		●	●	●				○
Design Development	●		●	●	●				○
Construction Cost Estimate	○		○	○	○				●
Construction Documents	●		●	●	○				
Structural Documents	○		●		●	○			
MEP Documents	○			●					
Crime Prevention Design Documents	●								
Food Services Documents	●			○					
Acoustical Design	●								
Sustainability	●		○	○				●	
Ff&E, Signage Design	●		○						
Pricing	●		○	○	○				●
CONSTRUCTION PHASE									
Construction Administration	●		●	●	●	○			
Construction Contract Support	●								
State Agency System Coordination	●		○	○					

CLICK HERE
INTERACTIVE PHASE
AVAILABILITY



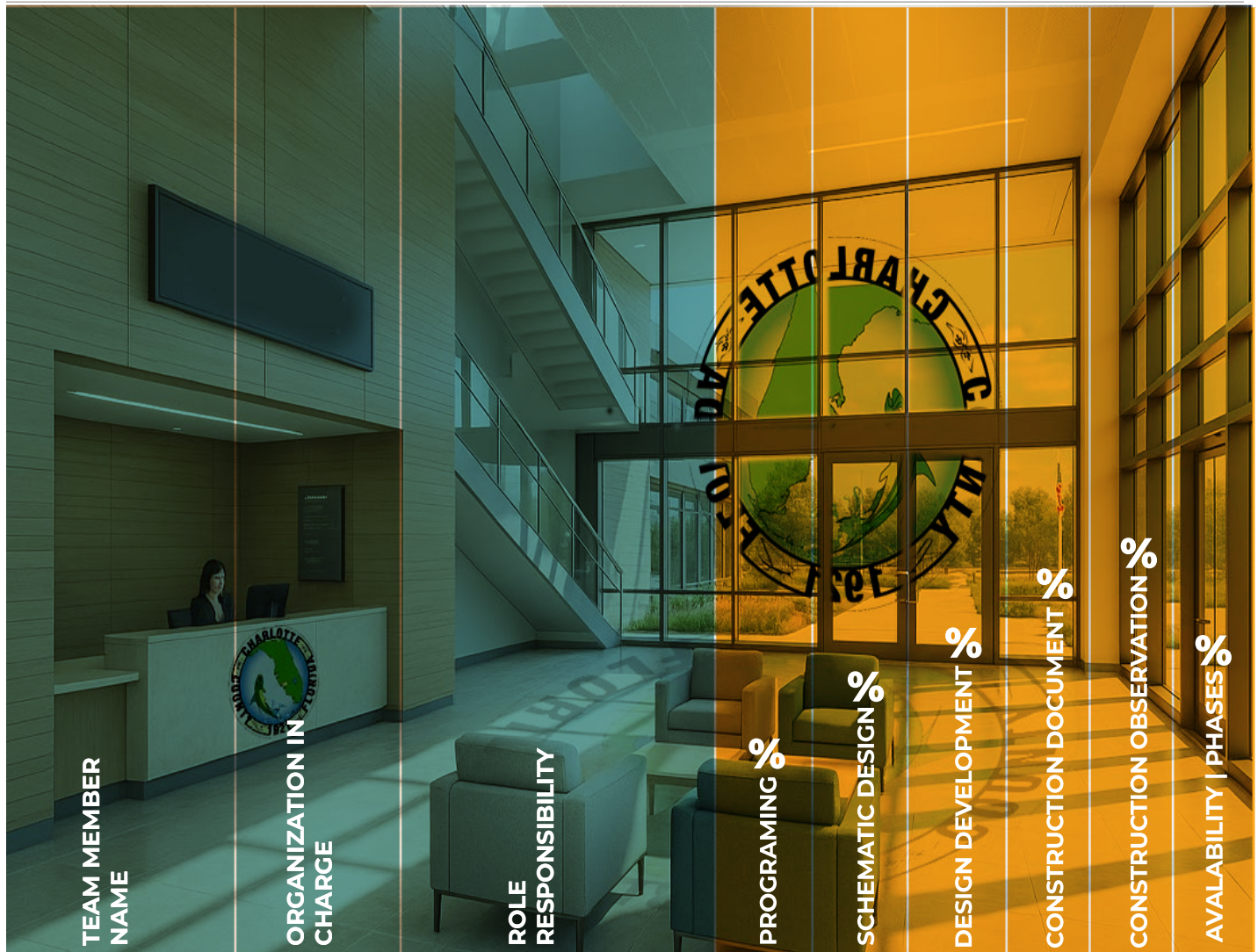
○ SUPPORT
● LEAD

FUTURE PHASE



Robert Taylor	ADG	Principal in Charge	A	A	A	A
Claude Pullen	ADG	Project Manager	A	A	L	L
Clarisa Parodi	ADG	Lead Designer	L	L	L	A
Frederick Koenig	ADG	Project Architect	A	A	L	L
Sean Tracy	LITTLE	Master Planning Consultant	L	L	A	A
Todd R. Rebol	Atwell	Civil Principal-in-Charge	L	L	L	L
Paul Morshell	TRC	Structural Engineer (EOR)	A	A	L	L
Jason Smith	CMTA	MEP/FP Engineer (EOR)	A	A	L	L
David Farmer	Metro	Population & Growth Modeling	L	L	A	A
Derek Bornhorst	CBRE	Land Plan Consultant	L	L	A	A
Mathew Elmore	UES	Geotechnical Consultant	A	A	A	A
Leigh Shaw	RIB U.S. Cost	Chief Estimator	A	A	A	A

LEGEND	
L	LEAD ROLE
A	ASSIST ROLE



Robert Taylor	ADG	Principal in Charge	80	60	25	25	10	50.44
Clarisa Parodi	ADG	Lead Designer	100	80	80	60	60	66.67
Frederick Koenig	ADG	Project Manager	90	80	80	40	50	70.22
Claude Pullen	ADG	Project Architect	10	50	80	100	100	74.89
Sean Tracy	LITTLE	Master Planning	100	20	00	00	00	55.37
Derek Bornhorst	CBRE	Land Planner	80	50	00	00	00	68.67
Todd R. Rebol	Atwell	Civil Principal-in-Charge	70	80	60	60	00	72.44
Paul Morshell	TRC	Structural Engineer (EOR)	05	70	80	80	60	64.89
Jason Smith	CMTA	MEP/FP Engineer (EOR)	10	70	80	80	60	63.89
David Farmer	Metro	Population & Growth Modeling	90	05	00	00	00	67.68
Mathew Elmore	UES	Geotechnical Consultant	05	00	20	20	05	90
Leigh Shaw	RIB U.S. Cost	Chief Estimator	00	50	70	60	00	90

Method

Weights (emphasize involvement): P=10%, SD=25%, DD=30%, CD=25%, CO=10%.

Weighted score: $0.10 \cdot P + 0.25 \cdot SD + 0.30 \cdot DD + 0.25 \cdot CD + 0.10 \cdot CO$.

Scaled-to-top (0-100): $(\text{Weighted} / \text{MaxWeighted}) \times 100$ (top person = 100).



CLICK HERE
INTERACTIVE PHASE
AVAILABILITY

ADG ARCHITECTURE, Ilc | SUB-CONSULTANT MANAGEMENT PLAN

ROBERT TAYLOR AIA, NCARB, LEED AP BD+C
PRINCIPAL IN CHARGE
 Provides executive oversight and owner liaison, keeping scope, budget, and schedule aligned.



CLARISA PARODI AIA Associate,
 Certified CPTED Practitioner | **LEAD DESIGNER**
 Leads design, aligning program, function, code, and aesthetics across all phases.



FREDERICK KOENIG, AIA- NCARB | Director of
 Architectural Services | **PROJECT MANAGER**
 Coordinates day-to-day delivery, consultants, BIM, and permitting through construction.



CLAUDE PULLEN AIA, NCARB, LEED AP BD + C |
STAFF ARCHITECT
 Produces coordinated documents and details with code, life-safety, and construction-ready clarity.



ATWELL Engineering | CIVIL
 Designs grading, drainage, utilities, access, and permitting for a resilient, buildable site ready clarity.



Little Diversified Architectural |
ARCHITECTURAL MASTER PLANNING
 Guides campus master planning, adjacencies, and phased expansion strategies.



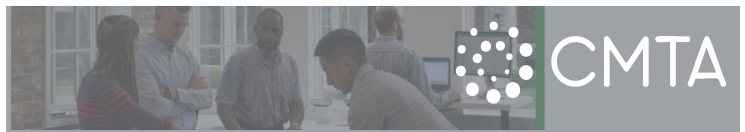
Metro Forecasting Models | POPULATION & DEVELOPMENT PLANNING
 Provides demographic and growth modeling to right-size program capacity and phasing.



CBRE, Inc | SITE SELECTION
 Analyzes alternatives, constraints, and access to recommend the optimal location and acquisition path.



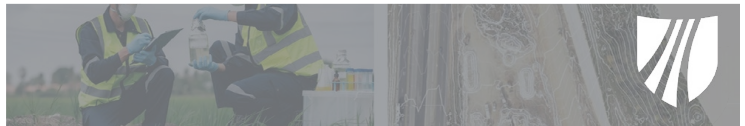
CMTA Inc | MECHANICAL, ELECTRICAL, PLUMBING
 Engineers reliable, efficient MEP systems with maintainability in mind.



RIB U.S. Cost | COST ESTIMATING MANAGEMENT
 Delivers independent estimates, cost trending, and value analysis to keep decisions budget-aligned.



UES Professional Solutions, LLC | GEO-TECHNICAL
 Performs subsurface investigations & foundations, pavements and earthwork.



TRC Worldwide Engineering | STRUCTURAL
 Designs efficient structural systems coordinated with envelope, phasing, and MEP routing.



tabb.

PREVIOUS
EXPERIENCE OF TEAM
PROPOSED FOR THIS
PROJECT



ADG | LITTLE brings decades of hands-on expertise in project planning, design, and construction to this initiative. Our deep focus on civic and municipal projects has cultivated a level of insight and understanding that can only come from years of dedicated work within this specialized sector. We envision facilities as living systems, designed not only to meet today's needs but to evolve with tomorrow's possibilities. Our commitment is to create spaces that inspire progress, embrace change, and remain resilient in the face of growth and transformation.

Our commitment reaches far beyond planning and architecture. We are deeply rooted in the communities we call home, including our staff that reside in Charlotte County. We believe that meaningful design begins with genuine investment in the people and places we serve.

By actively engaging local stakeholders and deeply understanding the unique demands placed on governmental and social services, we ensure our designs become integral to the community's fabric. We strive to create environments that nurture growth, foster collaboration, and promote long-term well-being.

Examples of relevant work to this project include:



1- DESOTO COUNTY MILLS COMPLEX

In response to Desoto County's recent surge in growth, the need to expand public services—particularly those offered by the Tax Collector and the Florida Department of Health, became increasingly urgent. To address this, the County acquired a former medical office building to establish a permanent home for its constitutional officers, transitioning from previously rented spaces. ADG was engaged to lead the comprehensive planning and design effort, transforming the facility into a dynamic hub for essential government services.

During the course of this project ADG met with the elected Desoto County Tax Collector and Property Appraiser and representatives of the State of Florida – Desoto County Health Department. To gather their input and programming requirements.

2- CITY OF NORTH PORT FAMILY SERVICES

In response to the growing demand for social services, the City of North Port partnered with ADG to design a forward-thinking facility tailored to the evolving social and cultural needs of public service. Emphasizing sustainability, the design incorporated energy-efficient strategies to minimize environmental impact. To ensure long-term value and cost-effectiveness, the plan included a second floor constructed as shell space, strategically designed for future expansion to accommodate additional staff and services as community needs continue to grow. During the development of the project, ADG delivered master planning and design services tailored to a highly compact site. Throughout the programming and design phases, ADG engaged with city officials and nonprofit organizations future users of the facility to ensure the final design would be both flexible and efficient.

3- CITY OF SANIBEL PUBLIC SAFETY COMPLEX

The City of Sanibel engaged ADG to lead the design of a new public safety facility uniquely tailored to its barrier island setting. With a strong emphasis on environmental stewardship, the project integrates energy-efficient strategies to minimize impact on the island's delicate ecosystem. The facility houses a modern police department designed with CPTED (Crime Prevention Through Environmental Design) principles, supports the Lee County 911 emergency call system, and is engineered to withstand the severe weather conditions commonly associated with hurricanes ensuring resilience and continuity of service in times of crisis. As ADG progressed through the planning process, numerous meetings were conducted with city officials—including the police chief, mayor, and members of the city council. These engagements provided valuable input and served as opportunities to clearly communicate the project's design intent and proposed solutions.

4- CHARLOTTE COUNTY COMMUNITY DEVELOPMENT EXPANSION

ADG delivered design services for the expansion of the Community Development Building through a multi-phased approach. The project featured a 5,000S F addition, enabling the Planning and Zoning Department to accommodate its growing operations. The existing facility, home to the Charlotte County Building Department, also underwent a strategic reorganization and aesthetic upgrade—enhancing both functionality and the overall user experience. The project's phased expansion enabled departments to move out of active construction zones by utilizing the newly added space as temporary swing areas. Planning efforts included consultations with leadership from the zoning and building departments to ensure a smooth transition and coordinated development.



ADG | Little brings extensive experience in government facility building and site master planning, working with public agencies and elected leadership to create campuses that integrate functional operations, civic identity, and long-term growth strategies.

Our team specializes in developing comprehensive site frameworks that address circulation, access, infrastructure, phasing, and expansion potential, while aligning with land use and regulatory requirements. On the building side, we craft space programs and organizational strategies that consolidate services, improve efficiency, and support flexible future adaptations. By coordinating technical planning with stakeholder and leadership engagement, we produce implementable master plans that balance political priorities, community expectations, and operational performance laying the foundation for durable, sustainable, and service-oriented civic facilities.

HARNETT COUNTY LIBRARY AND GOVERNMENT CENTER SOUTH

The New Harnett County Government Service Center exemplifies a modern approach to public sector master planning by consolidating a wide range of services into one civic hub. By integrating the county library, a training and event center, and multiple administrative departments, the facility enhances operational efficiency, improves accessibility, and establishes a vibrant community destination that supports both government functions and public engagement.

A key element of the master plan is the expanded library, which now includes maker spaces, flexible gathering areas, and programming rooms to meet the community's educational and social needs. Co-locating departments such as Administration, Human Resources, Legal, Parks & Recreation, and Veterans Affairs fosters collaboration, improves service delivery, and supports long-term goals for cost control and streamlined operations.

ROBESON COUNTY: DEPARTMENT OF SOCIAL SERVICES

The Robeson County Department of Social Services project illustrates how strategic master planning can enhance multi-agency service delivery while creating a welcoming public environment. Inspired by the nearby Lumber River, the County and Little designed a facility that reflects the County's mission of care, accessibility, and community connection.

The campus is organized around three interconnected two-story buildings linked by a central “bridge” spine, symbolizing government's role in uniting services and people. Key program elements including adult services, juvenile court, daycare, and training facilities are intentionally clustered to foster operational synergy, intuitive wayfinding, and public comfort. Sustainable strategies were integrated from the outset, and the project achieved LEED certification, underscoring the County's commitment to efficiency and long-term stewardship.

4 ROOTS FARM CAMPUS: EDUCATION BUILDING & PLANNING

The 18-acre 4Roots Regenerative Farm Campus demonstrates how master planning can transform civic spaces into hubs of resilience, environmental stewardship, and social equity. Grounded in regenerative farming, carbon-positive strategies, and the connection between food, health, and community, the campus uses a systems-based planning approach to model energy, water, carbon, and ecological cycles. Its Living Building Net Positive Carbon certification and use of Red List-free materials establish new standards for performance and health, proving that civic environments can actively contribute to their surrounding ecosystems.

This planning model offers clear strategies for the Charlotte County South County Annex master plan. Regenerative design principles such as high-performance envelopes, integrated water reuse, renewable energy, and carbon-positive aspirations can strengthen operational resilience and reduce environmental impact. Community-centric site planning with native landscapes and public spaces can foster civic engagement, while educational and demonstration features make sustainability visible and accessible. By integrating life-cycle thinking and wellness-focused design, the Annex can become more than an administrative building it can serve as a resilient, high-performance civic campus that embodies long-term **environmental and community stewardship**.



2- DISTRICT THREE SHERIFF'S OFFICE, CHARLOTTE COUNTY, FLORIDA

This project included the development of a new, approximately 16,600-square-foot sheriff's office, a 24,600-square-foot forensic evidence building, and an impound area located on 10 acres in Mid County. The project team completed the site civil portion of the project, including the stormwater, utilities, and grading designs for the project. The project team also obtained all of the site related permits for the project necessary for construction.

3- WEST COUNTY ANNEX BUILDING, CHARLOTTE COUNTY, FLORIDA

This project includes the development of a new approximately 17,950 sf Annex Building located on 10 acres in West County. The project team completed the site civil portion of the project, including the stormwater, utilities, and grading designs for the project. The project team also obtained all of the site related permits for the project necessary for construction.

4- DISTRICT ONE SHERIFF'S OFFICE , CHARLOTTE COUNTY, FLORIDA

This project included the development of a new 11,500 sf sheriff's office located on 12 acres in West County. The project team completed the site civil portion of the project, including the stormwater, utilities, and grading designs for the project. The project team also obtained all of the site related permits for the project necessary for construction.



ATWELL | CIVIL ENGINEER

Our team has over 20 years of extensive experience delivering successful public and private sector projects within Charlotte County and the Southwest Florida Water Management District (SWFWMD). We have designed, permitted, and managed a broad range of projects, including private developments, governmental facilities, roadway improvements, utilities, and stormwater management systems. These projects include similar projects such as the District One Sheriff's Office, the District Three Sheriff's Office, the West County Annex Building and the Family Services Center – Phase I.

We possess a deep understanding of local, state, and federal permitting processes, including the Charlotte County Land Development Regulations, Florida Department of Environmental Protection (FDEP) criteria, and SWFWMD Environmental Resource Permit (ERP) requirements. Our familiarity with these codes and procedures enables us to navigate complex regulatory environments efficiently, minimizing review times and avoiding costly delays.

Our team maintains strong working relationships with local government staff and agency reviewers, which helps streamline coordination and ensure compliance with applicable rules and standards. From concept planning through final construction approval, we apply practical experience and technical expertise to deliver compliant, sustainable, and cost-effective solutions.

1- FAMILY SERVICES CENTER – PHASE I , CHARLOTTE COUNTY, FLORIDA

This project included the development of a new approximately 17,312 sf Family Services Building, and associated facilities located on 6.3 acres in West County. The project team completed the site civil portion of the project, including the stormwater, utilities, and grading designs for the project. The project team also obtained all of the site related permits for the project necessary for construction.



The Construction Manager at Risk (CM@R) delivery method is a collaborative, two-phase project approach designed to align the owner, architect, and construction manager from the earliest stages of design through project completion. Unlike traditional design–bid–build, CM@R allows for the Construction Manager (CM) to be selected based on qualifications and brought on board early to provide preconstruction services such as cost estimating, scheduling, constructability reviews, and value engineering.

Once design is sufficiently developed, the CM commits to a Guaranteed Maximum Price (GMP), assuming the financial risk for delivering the project within that cost and schedule. This process promotes transparency, collaboration, and proactive problem-solving ensuring that design intent and budget remain in harmony throughout development.

ADG Architecture, llc has successfully delivered numerous public-sector projects under the CM@R model, working closely with construction partners to ensure the seamless integration of design and construction efforts. Our experience includes:

- ▶ Early collaboration and preconstruction coordination to align design objectives with realistic construction budgets.
- ▶ Value engineering and cost analysis that protect design quality while maximizing long-term value for the client.
- ▶ Phasing and schedule planning to maintain operational continuity, particularly for occupied facilities such as government centers and public safety buildings.
- ▶ Constructability and materials review to anticipate potential conflicts and optimize buildability.
- ▶ Digital coordination and BIM modeling for early clash detection and accurate quantity takeoffs.

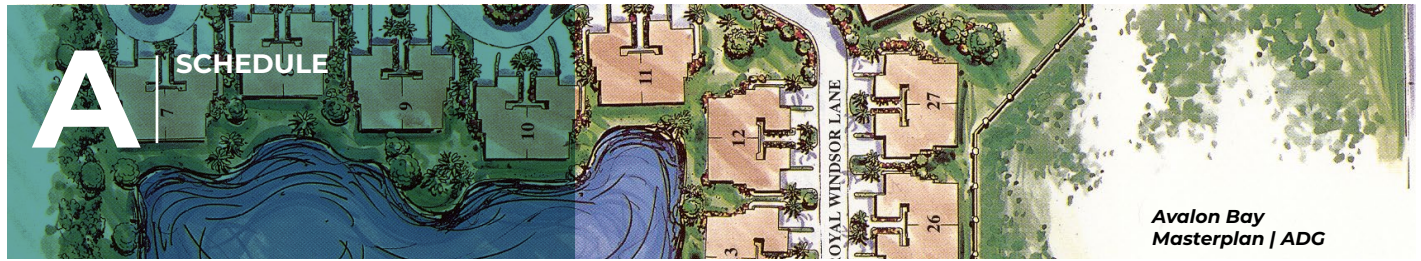
Projects such as the Charlotte County Community Development Expansion, District Three Sheriff’s Office, and City of Sanibel Public Safety Complex were completed using CM@R principles each demonstrating how early contractor involvement streamlined construction, reduced change orders, and enhanced stakeholder confidence.

By maintaining an open line of communication between the Owner, Construction Manager, and design team, ADG ensures that every CM@R partnership results in a project that is delivered on time, within budget, and with the design integrity the client expects.



tabIV.

PROJECT CONTROL



A. SCHEDULE

1. What techniques are planned to ensure that the schedule will be met?

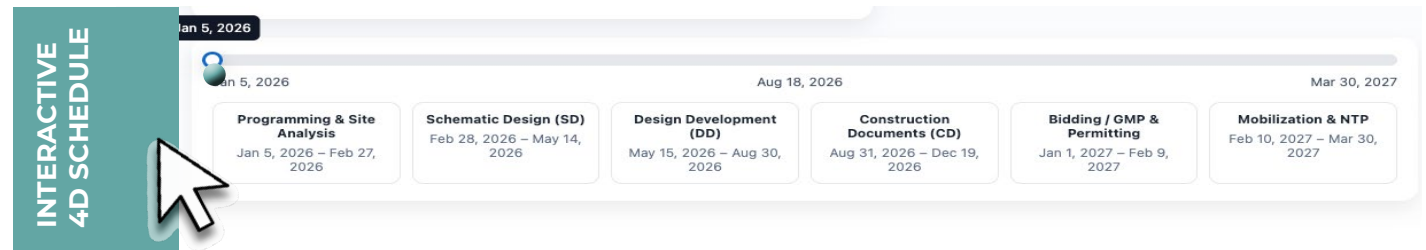
For the South County Annex project, the schedule is anchored to a 270-day design and documentation period followed by construction observation. Given the County's rapid growth and the urgent need to consolidate services, meeting this timeline is mission-critical. Our approach incorporates phased milestones, BIM integration, Navisworks clash detection, and real-time monitoring.

Key schedule control techniques include:

- Baseline Master Schedule coordinated with Charlotte County and CM@R.
- Phase-based milestones for Master Planning, SD, DD, and CD, each with deliverables and County review gates.
- LOD 100–300 BIM milestones with clash detection using Navisworks.
- Atwell-led site analysis in the first 90 days to avoid late discovery issues.
- Early engagement of CMTA, TRC, and UES to run parallel with SD and reduce downstream delays.
- Decision Gate Workshops at each design phase with County approval before advancement.
- Common Data Environment (CDE) for real-time tracking of deliverables and schedules.

2. Who will be responsible to assure that schedule will be met?

- ADG Project Lead Coordinator Clarisa Parodi: Directs schedule updates and monitors consultant deliverables.
- ADG BIM Manager Frederick Koenig: Ensures BIM deliverables align with milestone deadlines.
- RIB U.S. Cost Leigh Shaw: Advises on schedule-driven cost impacts.
- CM@R Contractor: Provides phasing inputs and procurement schedule alignment.
- Charlotte County Lead Decision Maker: Reviews and approves milestone deliverables.



B. COST

1. What control techniques are planned?

What is the current range cost at this time our team is projecting for the Charlotte County South County Annex Project? Typically, at the schematic design phase pricing is based on an average historical square foot cost. However, the project's location has a major influence on overall project costs. Removal of existing structures on a proposed site will add costs to the project. A preliminary analysis of the existing Punta Gorda site indicates a budgeted square foot (SF) 2025 construction value as follows:

30,000 SF x \$350/SF = \$10.5M
 Site Work.....\$1.0 M
 Demolition of Existing.....\$.75 M
 Total Budgeted Cost.....\$12.25 M

As noted above, the final site selected for this project will have a significant influence to the overall project. Factors include availability of site utilities, site access and existing site conditions that require remediation activities. Projects located in a FEMA designated flood zone tend to have elevated costs as the structure is elevated above the base flood elevation.

What are the current cost trends you are seeing for escalation over the next year?

- ▶ Year-to-Year construction costs again registered an increase in August 2025 as seen in the Bureau of Labor Statistics (BLS) data. Construction material prices (Inputs to Nonresidential Construction, Goods) increased month-to-month at a 0.20% rate from July to August 2025 (a modest increase from the revised 0.36% increase from June to July). The BLS PPI Inputs to Nonresidential Construction, Goods, now reflects a year-to-year increase in materials costs of 2.57%, a just a bit higher (0.02%) than the revised 2.55% increase experienced in July.
- ▶ Labor costs increased in August year-to-year and according to BLS data, total compensation costs for all employees in construction now stands at a 4.20% increase (0.46% higher than the increase last month). Labor Costs for Non-Supervisory and Production Employees increased at 4.34% Year-to-Year (0.08% higher than the 4.26% increase last month). For a 52% Material to 48% Labor (all Employees) mix, the year-to-year overall escalation rate is now 3.35%, reflecting a modest increase from the revised 3.12% increase last month. If we use only the nonsupervisory employee data, that Year-to-Year rate increase is 3.42%, 0.05% higher than the revised 3.37% increase last month. 'Normal' direct cost Construction Escalation over a twenty-year period is generally in the 3.5% to 4.0% range; our projection for Construction Escalation for Calendar Year 2025 remains between 5.00% and 7.00%. It would be lower, but material costs continued to decrease ($\pm 0.6\%$) between August and December 2024; as the Index values for these Inputs to Nonresidential Construction decreased over the course of that year, we expect the year-to-year increases to accelerate even if the index values remain steady over the balance of 2025 and into 2026.

The Annex project must balance initial capital costs with long-term operational value. Cost control will include:

- ▶ Independent estimates by RIB U.S. Cost at SD, DD, and CD stages.
- ▶ Estimate reconciliation with CM@R to validate market alignment.
- ▶ BIM-driven quantity takeoffs at LOD 200–300 to improve accuracy.
- ▶ Life-cycle cost analysis by CMTA for major systems.
- ▶ Value engineering workshops during DD and CD with ADG, CMTA, and TRC.
- ▶ Contingency tracking for design and construction budgets.
- ▶ Market escalation tracking provided by RIB to mitigate risks.

2. Demonstrate ability to meet project cost control.

Our team has a strong record of delivering civic, K–12, and higher education projects within budget despite volatile markets. We achieve this through independent estimating, life-cycle cost analysis, and reconciliation with construction managers. For example, recent projects involving HVAC renovations, simulation labs, and classroom additions were delivered within budget using these same strategies.

3. Who will be responsible for cost control?

RIB U.S. Cost Leigh Shaw: Leads estimating and reconciliation.

ADG Project Lead Designer Clarisa Parodi: Integrates cost into design decision-making.

CMTA Jason Smith: Provides system alternatives and life-cycle costing.

CM@R Contractor: Validates constructability and real-time pricing.

Charlotte County Lead Decision Maker: Approves budget milestones.

To strengthen price discipline and whole-life value, we add an independent third-party estimator (RIB U.S. Cost) at SD, DD, and CD to produce BIM-driven quantity takeoffs (LOD 200–300) and market-tested estimates, reconcile them with the CM@R, and track escalation; in parallel, CMTA runs life-cycle cost analyses on major systems, while ADG/CMTA/TRC lead VE workshops and manage design/construction contingencies together verifying cost alignment at every gate and protecting scope with no surprises.



An architectural rendering of a proposed waterfront development. The main building is a three-story structure with a curved, green-tiled roof and light-colored stucco walls. It features multiple balconies with wooden railings and large windows. In the foreground, there is a landscaped area with a small thatched-roof gazebo, a flagpole with the American flag, and some trees. A wooden dock extends into the water, where two people are walking. To the right, a large white yacht is docked at a pier. The background shows more buildings and palm trees under a blue sky with scattered clouds.

tabov.

**PRESENT PROPOSED
DESIGN APPROACH
FOR THIS PROJECT**



A0. PROPOSED DESIGN METHODOLOGY, INCLUDING PROGRAMMING AND PHASING APPROACH

The redevelopment of the South County Annex will be led collaboratively by ADG Architecture, Ilc (ADG) and Little Diversified Architectural Consultants (Little). This partnership ensures Charlotte County benefits from Little's national expertise in visioning, master planning, and strategic facility standards while leveraging ADG's local experience, code familiarity, and delivery of complex public projects throughout Southwest Florida. The methodology is designed to deliver a flexible, future-ready, and secure government facility that supports multi-agency collaboration, sustainable growth, and long-term resilience.

PROJECT LEADERSHIP TEAM ROLES

To ensure the successful execution of this project, the following team roles have been designated:

PROJECT LEADERSHIP TEAM ROLES

- ▶ **Project Lead (ADG)**
Oversees project management, coordination of consultants, schedule control, and direct communication with Charlotte County representatives throughout all phases of the project.
- ▶ **Stakeholder Engagement Lead (ADG | LITTLE)**
Facilitates all stakeholder workshops, department interviews, and community engagement sessions to ensure inclusive, data-driven decision-making.
- ▶ **Local Project Liaison (ADG)**
Acts as the primary local contact for day-to-day communication, permitting coordination, and local code compliance with City of Punta Gorda and County agencies.
- ▶ **Site Analysis Lead (Atwell)**
Leads technical site analysis including grading, utilities, drainage, and environmental assessments for both 410 Taylor Street and 117 East Olympia Avenue.
- ▶ **Real Estate Advisor (CBRE)**
Provides real estate advisory services including site acquisition analysis, comparative matrix development, and property transaction support if alternate sites are pursued.
- ▶ **County Lead Decision Maker**
Serves as the County's central decision authority for project direction, milestone approvals, and final acceptance of deliverables.

PHASE 1 MASTER PLANNING AND VISIONING PHASE (Duration: 1-75 Days)

Purpose: Establish a clear roadmap aligning County service delivery goals, facility growth, and security needs through a data-driven, stakeholder-led process. Key Activities include the following tasks:

Visioning and Strategic Alignment:

- ▶ Conduct a one-to-two-day Leadership and Visioning Workshop with Charlotte County's Lead Decision Maker, department heads, and agency partners to define service outcomes, departmental adjacencies, and operational priorities.
- ▶ Integrate public engagement and brand identity considerations to ensure that the new Annex serves as both a civic landmark and a welcoming hub for residents.
- ▶ Evaluate resilience, wellness, and technology readiness as guiding principles for the facility vision.

MASTER PLANNING & PROGRAMMING

Programming and Data Gathering

- Collect and analyze existing headcount data, strategic plans, and prior space studies.
- Develop a comprehensive Program of Requirements (PoR) and Room Data Sheets (RDS) based on County service functions.
- Validate program outcomes through workshops and 15+ departmental interviews to confirm user requirements and projected growth.

Security Integration (CPTED 1.0 & 2.0)

- Incorporate Crime Prevention Through Environmental Design (CPTED) strategies into early planning, including site access control, standoff zones, and natural surveillance.
- Coordinate design to meet Federal GSA security considerations where elected officials may occupy the building.
- Apply CPTED 2.0 “community-based” strategies that promote social cohesion, connectivity, and inclusive design ensuring that security is balanced with civic openness.

DELIVERABLES

- ▶ Visioning Report / Executive Summary
- ▶ Strategic Program Document and Growth Scenarios
- ▶ Space Standards, Typologies and Departmental Adjacencies
- ▶ Public Engagement and Security Integration Framework





SITE ANALYSIS AND ALTERNATIVES EVALUATION

(Duration 4–6 weeks - dependent on County's site approval process)

Purpose: Identify the optimal site for redevelopment or relocation based on accessibility, environmental factors, and long-term growth compatibility. Led by Atwell, with CBRE support, this phase will assess potential sites through a multi-criteria evaluation that includes:

- ▶ Topography, grading, FEMA flood zone and drainage considerations.
- ▶ Roadway access, traffic circulation, and connectivity to the Burnt Store Road corridor.
- ▶ Utility availability, capacity, and infrastructure resiliency.
- ▶ Zoning, environmental, and biological constraints.
- ▶ Preliminary conceptual site layouts and tests fit with comparative cost studies.



1. EXISTING SITE ANALYSIS AND EVALUATION

A. Existing Site – 410 Taylor Street, Punta Gorda, FL

The existing South County Annex site located at 410 Taylor Street serves as the current operational base for multiple County departments and functions. The ADG Design Team, with civil engineering support from Atwell, will conduct a comprehensive site assessment to determine the feasibility of redevelopment versus replacement.

SITE CONTEXT AND CONDITIONS

The site occupies approximately 3.5 acres within the governmental core of downtown Punta Gorda, surrounded by existing civic and judicial facilities. Its proximity to the Charlotte County Justice Center and downtown administrative buildings provides immediate adjacency benefits and continuity for County operations. However, the site is fully developed with minimal available expansion area and limited parking capacity, constraining future growth potential.

TOPOGRAPHY AND INFRASTRUCTURE

The parcel is generally flat with minimal grade variation, which simplifies accessibility but limits stormwater management opportunities. Existing utility infrastructure (water, sewer, and electrical) is present but at capacity, requiring upgrades to accommodate any significant expansion. Stormwater retention is off-site, dependent on city systems that have limited additional capacity and are prone to flooding.

BUILDING AND ACCESS CONSTRAINTS

The current building footprint occupies a large portion of the site, leaving restricted maneuvering space for construction staging or phased redevelopment. Vehicle ingress/egress occurs via Taylor Street, which experiences moderate daily traffic and limited turning radius for construction or service vehicles. Public parking and ADA compliance improvements would be challenging to achieve without major reconfiguration or acquisition of adjacent parcels.

ENVIRONMENTAL AND REGULATORY FACTORS

The site lies within the Downtown Flood Hazard Area (Zone AE) per FEMA mapping, requiring flood-resistant construction and elevation of key infrastructure. Redevelopment would necessitate temporary relocation of departments, adding cost and disruption. The zoning designation (City Center District) supports civic uses, but density and height limitations constrain vertical expansion.

CONCLUSION

While the existing site retains symbolic civic importance, it presents limited scalability and logistical challenges for phased construction. Redevelopment would result in operational disruption, temporary off-site relocations, and higher long-term cost compared to new site development.



- 01** On Site Storm Water
- 02** Utility upgrades
- 03** New 30,000 SF, Two Story Building
- 04** Expansion capacity (30%)
- 05** Possible Parcel acquisition Reconfiguration

2. ALTERNATIVE SITE SELECTION PROCESS

ALTERNATIVE SITE

117 East Olympia Avenue, Punta Gorda, FL

The ADG Design Team identified an alternative site located at 117 East Olympia Avenue, offering a forward-looking solution for the South County Annex replacement. The property provides a more flexible footprint and long-term adaptability aligned with Charlotte County's growth strategy.

SITE CONTEXT AND OPPORTUNITIES

Situated along the Olympia Avenue corridor, the site occupies approximately 6.0 acres with direct frontage on a major east-west arterial that connects to US-41 and I-75. The location enhances visibility, accessibility, and civic prominence, creating an opportunity for a new County gateway facility. Surrounding land uses include light commercial, civic, and transitional residential, compatible with the intended government function.

TOPOGRAPHY AND INFRASTRUCTURE

The parcel features gentle natural slopes, allowing stormwater to be effectively managed on-site through bioswales and retention basins. Utility availability is strong, with nearby mainlines for potable water, sanitary sewer, and telecommunications. Power infrastructure is provided via underground conduit systems, improving reliability and aesthetics.

ACCESS AND CIRCULATION

Multiple access points can be established from both Olympia Avenue and adjacent local roads, allowing segregated public, staff, and service entries. The site accommodates ample parking (100+ spaces), with the ability to incorporate secure staff parking and electric vehicle charging stations. The layout supports future expansion of up to 30% additional building area without major site rework.

ENVIRONMENTAL AND REGULATORY COMPLIANCE

The site lies outside FEMA-designated flood zones, reducing risk and minimizing foundation costs. It is also free of known environmental contamination, and initial geo-technical reviews indicate suitable bearing conditions for standard foundation systems. The zoning category (Public/Institutional) aligns with the proposed Annex function, minimizing rezoning needs and permitting risks.

CPTED AND SECURITY DESIGN POTENTIAL

The site's expanded footprint supports CPTED-compliant zoning with clear separation between public, semi-public, and secure areas. Sight-lines, lighting, and natural surveillance can be optimized through controlled landscaping and perimeter setback design. The new campus configuration allows integration of controlled vehicular approach zones and secure staff circulation routes, aligning with federal and County security protocols.

CONCLUSION

The 117 East Olympia Avenue site offers superior expansion potential, reduced operational disruption, and long-term resilience compared to the existing location. It allows for full compliance with Charlotte County Design Standards, provides flexibility for phasing, and establishes a durable civic identity for the next generation of County facilities. Our project approach includes additional sites to be considered, CBRE will assist in property evaluation and acquisition recommendations.

DELIVERABLES

- ▶ Site Analysis Report
- ▶ Conceptual Circulation and Massing Studies
- ▶ Site Phasing Diagrams and Infrastructure Assessments
- ▶ Comparative Matrix of Candidate Sites
- ▶ Executive Summary for County Decision-Making



OPTIONAL SITE DESIGN ANALYSIS

117 East Olympia Avenue,
Punta Gorda, FL

01

Prime Arterial Frontage
High Visibility & Access

04

Multiple site access points

02

On-Site Stormwater Solutions

05

2 Story, 30,000 SF Building

03

Strong Utility Infrastructure (Including
Underground Power)

06

Expansion capacity (30%)

3. PLANNING STANDARDS AND FRAMEWORK DEVELOPMENT

Purpose: Establish consistent standards to guide design quality, efficiency, and long-term adaptability across all County Annex projects.

Activities:

Define architectural typologies, departmental profiles, and space standards.
Develop baseline functional layouts, aesthetic standards, and sustainability targets.
Integrate technology and security systems standards aligning with CPTED and resilience best practices.
Prepare communication materials (conceptual plans, renderings, planning principles) for internal and external stakeholder use.

DELIVERABLES

- ▶ Countywide Annex Space Standards Manual
- ▶ Phasing and Implementation Framework
- ▶ Executive Summary for Design Phase Transition

4 – DESIGN AND CONSTRUCTION PHASING

Team Member Roles for Final Delivery

TEAM MEMBER ROLES AND FINAL DELIVERY	▶ Project Lead Designer (ADG) Responsible for developing and maintaining the overall architectural design intent throughout all project phases. Oversees concept evolution, space planning, and integration of Charlotte County Design Standards. Leads coordination of building form, material palette, and visual alignment with County branding and civic identity. Works directly with the Lead Design Director (Little) and County stakeholders to ensure that design goals reflect community vision, operational efficiency, and long-term adaptability.
	▶ Project Lead Coordinator (ADG) Serves as the central management liaison responsible for overseeing project schedules, deliverables, and interdisciplinary coordination. Ensures timely submittals, milestone reviews, and documentation quality control. Facilitates communication among ADG, consultants, the Construction Manager at Risk (CM@R), and Charlotte County. Oversees adherence to project budget, scope, and schedule while maintaining compliance with County standards and BIM protocols.
	▶ BIM Manager (ADG) Manages all Building Information Modeling (BIM) processes across disciplines, maintaining consistency in model development, file structures, and data exchange standards. Oversees coordination of LOD 100 through LOD 350 deliverables, Navisworks clash detection, and integration of life-cycle asset data. Provides training, QA/QC checks, and BIM Execution Plan documentation, ensuring all deliverables align with Charlotte County’s digital standards and long-term facility management requirements.
	▶ Structural Engineer (TRC Worldwide) Responsible for the structural system design, evaluation of load paths, and coordination with architectural and MEP systems. Ensures compliance with Florida Building Code (FBC) and County standards for durability, resilience, and constructability. Participates in Navisworks coordination to resolve structural conflicts early, supporting constructability and cost predictability.
	▶ MEP/FP/Technology Engineer (CMTA) Leads the design of all mechanical, electrical, plumbing, fire protection, and technology systems. Provides high-performance solutions that meet or exceed County sustainability and operational efficiency targets. Develops energy models, life-cycle analyses, and system comparisons to guide owner-value decisions. Collaborates closely with ADG and RIB to ensure mechanical and electrical systems support long-term maintenance and cost goals.
	▶ Geotechnical / GPR Engineer (UES) Conducts all geotechnical and ground-penetrating radar (GPR) investigations, including soil borings, subsurface utility verification, and foundation recommendations. Provides design parameters to the civil and structural teams to optimize site development and reduce unforeseen conditions during construction. Advises the team on soil stabilization, drainage, and bearing capacity to ensure long-term structural integrity and flood resiliency.

► Cost Estimator (RIB U.S. Cost)

Provides independent cost estimating services at each design phase (SD, DD, and CD), ensuring reconciliation with CM@R estimates. Tracks cost trends, identifies value engineering opportunities, and develops detailed construction cost models. Integrates life-cycle cost data to support County decision-making, offering transparent cost comparison reports for design alternatives.

► Real Estate / Property Advisor (CBRE)

Advises the County and design team on real estate and property acquisition strategies related to the new Annex site. Prepares comparative site analyses, assists in due diligence, and supports property negotiations if alternative locations are pursued. Coordinates with Atwell to align site selection data with civil, environmental, and zoning assessments.

► Construction Administration Lead (ADG)

Oversees the construction administration phase, serving as the primary contact for field coordination, submittal reviews, RFIs, and site inspections. Verifies contractor compliance with Charlotte County Design Standards, accessibility, and quality assurance protocols. Documents field progress, conducts punch list walkthrough, and ensures alignment between the as-built LOD 350 BIM model and constructed conditions.

► County Lead Decision Maker

Represents Charlotte County as the final authority for project direction, milestone approvals, and change management decisions. Provides leadership in confirming scope, budget, and schedule adherence, while coordinating input across County departments. Ensures that all final deliverables meet County objectives for function, aesthetics, sustainability, and operational performance.

Following approval of the Master Plan, ADG Architecture will provide full leadership for the design, documentation, and construction administration phases, supported by specialized consultants including CMTA (Engineering), TRC (Structural), Atwell (Civil), and RIB (Cost Management). This phase is designed to uphold Charlotte County Design Standards, integrate CPTED principles, and align with County sustainability, accessibility, and durability expectations.

PHASE 2A SCHEMATIC DESIGN (Days 76–120)
Integration Of Charlotte County Design Standards

Schematic layouts developed in compliance with County standards for room sizes, barrier-free accessibility, security zones, and technology infrastructure.

County branding and wayfinding guidelines incorporated into early concepts and public-facing areas.

COST & VALUE

CM@R and RIB provide a reconciled schematic cost estimate.

ADG and CMTA present value alternatives (e.g., centralized vs. distributed HVAC; advanced lighting controls vs. standard fixtures) with cost-benefit summaries.

LIFE-CYCLE COSTS

Preliminary life-cycle models prepared for major systems (HVAC, BAS, envelope).

County standards serve as baselines; alternatives evaluated against long-term operational efficiency.

BIM DELIVERABLES

LOD 100 Model: Massing, adjacencies, and approximate gross square footage.

Navisworks Clash Detection: Checks for spatial conflicts among building massing, circulation, and site utilities.

DELIVERABLES

- Schematic Design Drawings + 3D Renderings
- BIM LOD 100 Model + Clash Detection Report
- Schematic Cost Estimate + Value Alternatives Summary

PHASE 2B DESIGN DEVELOPMENT (Days 121–180)
Integration of Charlotte County Design Standards

All systems (MEP/FP, technology, structural, envelope) developed to comply with County performance and maintenance standards.

Reviewed finishes equipment with County Facilities to align with durability & serviceability expectations.

COST & VALUE

RIB and CM@R update detailed DD cost estimate.

Value-engineering workshops led by ADG and CMTA identify owner-value alternatives for systems and materials, emphasizing durability and long-term energy savings.

LIFE-CYCLE COSTS

Detailed analyses performed for at least three HVAC types, two envelope systems, and two lighting/controls options.

Net Present Value (NPV) comparisons provided for County decision-making.

BIM DELIVERABLES

LOD 200 Model: System routing, structural grids, major MEP equipment, utility connections.

Navisworks Clash Detection: System-to-system conflict review (duct vs. structure, pipe vs. electrical).

DELIVERABLES

- ▶ Design Development Drawing Package (all disciplines)
- ▶ BIM LOD 200 Model + Clash Detection Report
- ▶ DD Cost Estimate + Life-Cycle Analysis Report

PHASE 2C CONSTRUCTION DOCUMENTS (Days 181–240) Integration of Charlotte County Design Standards

Construction Documents (CDs) incorporate County standards for signage, durability, accessibility, security, and sustainability.

Specifications reference County-preferred products and quality benchmarks.

COST & VALUE

RIB and CM@R deliver final reconciled estimate.

ADG issues a Value Alternatives Log documenting all owner-value options considered and decisions made.

LIFE-CYCLE COSTS

Final life-cycle report aligns County standards with expected operational and maintenance profiles.

BIM DELIVERABLES

LOD 300 Model: Fully coordinated, fabrication-ready model for all disciplines.

Navisworks Clash Detection: Final interdisciplinary coordination ensuring zero major conflicts pre-bid.

DELIVERABLES

- ▶ 100 % CD Set + Specifications
- ▶ BIM LOD 300 Model + Clash Report
- ▶ Final Cost Estimate (RIB + CM@R)
- ▶ Value Alternatives Log
- ▶ Final Life-Cycle Cost Report

PHASE 3 BIDDING & PROCUREMENT Integration of Charlotte County Design Standards

Bid package references County standards and specifications throughout.

COST & VALUE

CM@R manages procurement with oversight by ADG and County.

Alternatives priced by bidders are reviewed jointly with RIB to confirm alignment with approved value options.

DELIVERABLES

- ▶ Addenda & Clarifications
- ▶ Bid Analysis Report (cost and value comparison)

PHASE 4 CONSTRUCTION ADMINISTRATION Integration of Charlotte County Design Standards

ADG reviews all submittals and shop drawings for compliance with County standards. Field inspections verify adherence to durability, accessibility, and security requirements identified in prior CPTED analyses.

COST & VALUE

ADG and CM@R jointly review change orders for budget and value impact.

RIB supports verification of any major cost revisions.

LIFE-CYCLE COSTS

Final as-built systems documentation includes life-cycle expectations and maintenance schedules for County Facilities integration.

DELIVERABLES

- ▶ Field Reports & Inspection Logs
- ▶ FI and Submittal Logs
- ▶ Punch List & Closeout Report
- ▶ Final LOD 350 Record Model
- ▶ Asset Management Data Export for County Facilities

INTEGRATION WITH CHARLOTTE COUNTY & CM@R

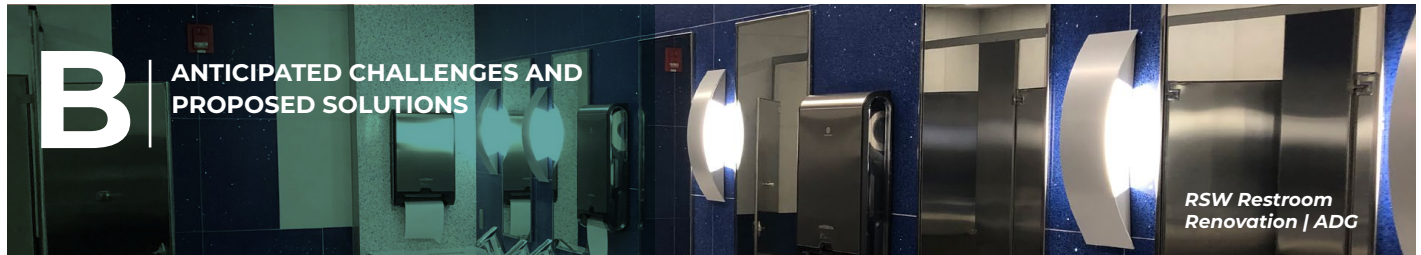
County Design Standards referenced at every milestone and embedded in the Program of Requirements (PoR), BIM Execution Plan, specifications, and QA/QC checklists.

CM@R INTEGRATION

Provides cost, constructability, and phasing input in all phases.
Participates in Navisworks coordination meetings for design validation.
Ensures design aligns with site logistics, sequencing, and budget constraints.

LIFE-CYCLE COST TRACKING

Each milestone updates the model to verify operational efficiency over the facility's projected lifespan.
Owner-Value Alternatives: Maintained as a living document reviewed at SD, DD, and CD phases with County input to ensure transparent, data-driven decisions.



B. ANTICIPATED CHALLENGES AND PROPOSED SOLUTIONS

As the project transitions into design and construction phases, ADG Architecture, LLC will be the primary lead, supported by a highly qualified consultant team. Each consultant will address challenges within their specialty area under ADG's coordination.

KEY ANTICIPATED CHALLENGES

CHALLENGE | Multiple departments and agencies with competing priorities.

SOLUTION | ADG Project Lead Coordinator to conduct consensus-building workshops and document decisions using visual adjacency diagrams.

SITE DEVELOPMENT AND FEASIBILITY

CHALLENGE | Grading issues, roadway access, utility extensions, or environmental constraints.

SOLUTION | -Atwell to lead civil/site analysis.
-UES to provide geotechnical investigations and ground-penetrating radar surveys.
-ADG Permitting and Approvals Lead [Insert Name] to maintain a permitting matrix and coordinate with the City of Punta Gorda.
- Structural and Systems Integration

CHALLENGE | Balancing scalability, resiliency, and cost.

SOLUTION | - TRC Worldwide to provide structural engineering, ensuring hurricane resistance and expansion ready frameworks.
- CMTA to deliver mechanical, electrical, plumbing, fire protection, and technology design, incorporating scalable and resilient systems.
- Budget and Schedule Risks

CHALLENGE | Market volatility and construction cost escalation.

SOLUTION | - RIB U.S. Cost to provide independent estimates and market forecasting.
- ADG and CMTA to conduct structured value engineering workshops.
- ADG Project Lead Coordinator to update and track risk register monthly.



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

ADG Architecture, LLC will oversee all project controls, ensuring discipline-specific expertise is coordinated into a unified, high-quality delivery.

COMMUNICATION WORKFLOW

- ▶ The Project Lead Coordinator (ADG) will oversee communication and documentation.
- ▶ The County's Decision Maker will participate in milestone decision gates (SD, DD, CD) & monthly executive briefings.
- ▶ Weekly OAC meetings will include ADG, CMTA, TRC, UES, RIB, the CM@R, and County representatives.
- ▶ A Common Data Environment (CDE) will allow real-time access to BIM models, drawings, schedules, & decision logs.

QUALITY CONTROL AND TEAM ROLES

- ▶ BIM Manager (ADG) Responsible for LOD 100–300 models, clash detection, and asset management.
- ▶ Structural Engineer (TRC Worldwide) Designs structural systems to support scalability and resiliency.
- ▶ MEP/FP and Technology Engineer (CMTA) Ensures integrated, scalable building systems & open-protocol BAS.
- ▶ Geotechnical/GPR Engineer (UES) Provides soil capacity verification, foundation recommendations, and subsurface mapping.
- ▶ Cost Estimator (RIB U.S. Cost) Produces phase-based estimates and reconciles budgets with the CM@R.

BUDGET & SCHEDULE ASSURANCE

- ▶ Independent estimating by RIB at SD, DD, and CD phases.
- ▶ Value engineering and life-cycle cost analysis led by ADG and CMTA.
- ▶ Permitting timeline management by Atwell and ADG.
- ▶ Risk register updated monthly, with mitigation strategies presented to the County.



D. POTENTIAL TRENDS IN ANNEX SPACE THAT WOULD BENEFIT THIS PROJECT

The South County Annex will serve as a model for next-generation government facilities that are responsive, resilient, and community-oriented. The following emerging trends represent best practices in civic architecture and operations, each contributing to the County's long-term goals of service efficiency, sustainability, and adaptability. ADG Architecture, llc will lead the implementation of these strategies, working collaboratively with its consultant team to integrate them from early programming through final design.

1. FLEXIBLE MODULAR INTERIORS

Trend Overview

Modern government facilities are increasingly adopting kit-of-parts, modular planning systems that enable rapid adaptation to changing departmental needs, technology upgrades, or shifts in service demand. This approach is embedded in the GSA P100 Facilities Standards (GSA P100 2024 Edition) which promotes flexibility, adaptability, and lifecycle cost efficiency.

Implementation

- ▶ ADG Architecture will employ a modular planning grid (approx. 30–33 ft bays) with demountable partitions and standardized “universal rooms.”
- ▶ CMTA will route MEP and data via service spines and ceiling plenums designed for reconfiguration with minimal disruption.

NATIONWIDE EXAMPLES

GSA Federal Courthouse Program national use of P100 flexible modules reduced reconfiguration costs by up to 30%. San Diego County Operations Center (CA) multi-phase redevelopment used standardized modular interior.

2. DIGITAL SERVICE DELIVERY

Trend Overview

Public service design is transitioning to digital-first facilities using self-service kiosks, online appointments, and automated queuing systems. The goal is to enhance user experience and minimize congestion. Cities like New York (NYC 311) and Fairfax County, VA (PLUS Portal) demonstrate measurable efficiency gains through digital integration.

Implementation

- ▶ ADG & CMTA will design spaces for digital kiosks, interactive displays, queuing systems integrated with County IT infrastructure.
- ▶ CMTA will ensure robust network and AV infrastructure for hybrid in-person and virtual service delivery.

NATIONWIDE EXAMPLES

- NYC 311 System reduced average citizen wait time by over 20% after full digital integration (NYC 311).
- Fairfax County PLUS Portal centralized permitting system cutting in-person transactions by 40% (Fairfax County PLUS).

3. RESILIENCY AND ACCESSIBILITY

Trend Overview

Resilient design ensures uninterrupted operations during disasters while providing equitable access for all users. Best practices reference ASCE 7 for structural loads (ASCE 7-22 Wind Loads Fact Sheet) and the Florida Building Code (FBC) (Florida Building Code PDF) for windborne debris and accessibility standards.

Implementation

- ▶ TRC Worldwide: Design structures exceeding FBC hurricane and impact resistance standards.
- ▶ CMTA: Provide redundant power, emergency HVAC, and microgrid-ready systems.
- ▶ UES: Verify floodplain elevations and soil resiliency through subsurface exploration.

NATIONWIDE EXAMPLES

- San Diego County Operations Center (CA) achieved full operational continuity through Category 5-rated envelope and redundant power systems.
- GSA Federal Courthouse Program post-Sandy retrofits improved storm resilience while preserving accessibility.

4. SMART BUILDING AUTOMATION SYSTEMS (BAS)

Trend Overview

Smart buildings leverage real-time BAS integration to manage HVAC, lighting, and energy consumption. Systems now incorporate predictive maintenance algorithms, improving efficiency and uptime. The SFPUC Headquarters (CA), a LEED Platinum facility, achieved over 40% energy savings through such technologies. (SFPUC Headquarters Overview)

Implementation

- ▶ CMTA will specify open-protocol BAS with fault detection, real-time monitoring, and energy analytics connected to the County's facility management system.
- ▶ ADG will coordinate BAS interfaces with County IT and security platforms for a unified control experience.

NATIONWIDE EXAMPLES

- SFPUC Headquarters (San Francisco, CA) integrated smart systems reduced O&M costs by 30%.
- GSA's Smart Buildings Program achieved measurable energy use reductions of 15% across 80 buildings (GSA Smart Buildings Program).

5. SUSTAINABILITY

Trend Overview

Civic architecture is embracing net-zero energy, low-carbon materials, and renewable readiness. Standards such as the Florida Green Building Coalition (FGBC) and LEED v4.1 promote quantifiable energy, water, and carbon savings.

Implementation

- ▶ ADG will optimize envelope design for thermal performance and daylighting.
- ▶ TRC will design PV-ready structures with provisions for rooftop solar.
- ▶ CMTA will specify high-efficiency MEP/FP systems to meet LEED Silver/Gold targets.

NATIONWIDE EXAMPLES

- SFPUC Headquarters (CA) LEED Platinum building with integrated renewables and water reuse, reducing potable water use by 60%. (SFPUC Sustainability Report)
- San Diego County Operations Center (CA) achieved LEED Platinum with 37% reduction in energy use intensity.

6. REGIONALIZATION OF SERVICES

Trend Overview

Counties nationwide are consolidating departmental operations into regional service hubs, improving access, reducing travel times, and optimizing staffing. This trend supports a hub-and-spoke model where each annex can serve as a flexible satellite for specialized services.

Implementation

- ▶ CBRE will analyze property data and demographics to identify optimal service coverage zones.
- ▶ ADG will integrate multi-agency counters, shared intake areas, community-use rooms adaptable for various functions.

NATIONWIDE EXAMPLES

- Fairfax County One-Stop Centers (VA) regional centers increased departmental efficiency by 35%. (Fairfax County Service Model).
- San Diego County Operations Center (CA) centralized multiple departments on one campus, reducing operating costs and travel times.

7. LONG-TERM SCALABILITY

Trend Overview

Modern civic facilities are designed with scalability to accommodate population growth and service expansion without major reconstruction. This approach is supported by GSA P100 (GSA P100 2024 Edition) which mandates adaptable cores, scalable MEP systems, and expansion-ready infrastructure.

Implementation

- ▶ TRC will design expansion-ready structural grids and foundations for phased additions.
- ▶ CMTA will size central plants, mains, and utility trunks for future load increases.
- ▶ RIB will model long-term operational and capital costs to guide expansion planning.

NATIONWIDE EXAMPLES

- San Diego County Operations Center (CA) phased campus expansion enabled without service disruption through long-range master planning.
- GSA Modernization Program (National) proves that scalable core systems reduce lifecycle costs by an average of 15%. (GSA Facilities Standards Overview).



tabm.

**PRESENT EXAMPLES
OF RECENTLY
ACCOMPLISHED
SIMILAR PROJECTS**

CITY OF SANIBEL POLICE DEPARTMENT MASTERPLANNING



1) DELIVERING SIMILAR GOVERNMENT FACILITIES

This project is a municipal police facility embedded within the City Hall, campus requiring secure/operational zoning, community-facing spaces, and resilient systems. The scope includes programming to concept, full construction documents, permitting support, bidding, and construction phase services typical of civic safety facilities

2) REQUIRING SCHEDULE AND COST CONTROL

A milestone plan carried the work from a Notice to Proceed of 03/01/2021 through 30%/60%/90%/100% document phases, each with an opinion of probable cost (OPC) and defined contingency targets (e.g., 30% at early phases, 15% at 90%, 10% at 100%). CMAR participation provides preconstruction estimating/VE and phasing input to keep scope aligned with budget and dates.

3) PLANNING AND PROGRAMMING OBJECTIVES

The plan advances from on-site kickoff and data collection (field measuring existing building; investigating MEP and IT infrastructure) into a 30% conceptual design with site and landscape concepts, preliminary sections/elevations, and CPTED review to structure public, operational, and secure zones. PSAP network concepts, building code and fire code evaluations, and conceptual cost modeling are integrated at this stage.

At Design Development (60%), objectives expand to a Public Safety Security Plan with CPTED principles (natural/mechanical/organized surveillance; natural/mechanical/organized access control; territorial reinforcement; maintenance and legitimate activity support), plus structural, HVAC, plumbing, fire protection, electrical, low-voltage, security/access control, and PSAP systems concepts each coordinated with cost updates.

4) SCOPE CHANGES AND OUTCOMES

Early siting alternatives tested trade-offs among cost, permitting triggers, and operations. North option required retrofitting the entire City Hall complex with sprinklers and alarm upgrades due to collapse-zone constraints and firefighting access, which was priced and time-sequenced in the OPC; South option added a new communications tower and greater sitework. This structured comparison allowed the City to weigh first cost, campus impacts, and schedule before locking the site. Temporary relocation during construction was also assumed to maintain operations.

5) CREATIVITY AND FUNCTIONALITY OF PROPOSED DESIGN SOLUTIONS

Functional enhancements include a dry-floodproofed ground-floor office expansion (~1,500 SF) and an elevated ground floor approach for the new building—both resilience-driven moves suited to Sanibel's conditions. Concept deliverables include a color perspective rendering to test massing, materials, and wayfinding; interior design selections support durability and clear public interfaces appropriate to a civic safety facility.

6) SUCCESSFUL VALUE-ENGINEERING SOLUTIONS

VE was embedded at each phase through comparative OPCs and itemized site/civil estimates, allowing the team to test how siting choices influence downstream costs (e.g., sprinkler/alarms at City Hall in the North option vs. new tower/sitework in the South option). The cost tables (e.g., site civil subtotals of \$361,725 for Concept #1 vs. \$597,773 for Concept #2, with contingencies appropriate to concept level) provided clear levers for scope right-sizing without compromising program or safety.

7) DESIGN TEAM INVOLVEMENT DURING PRE-CONSTRUCTION AND CONSTRUCTION

Pre-construction services include user-group workshops, CPTED/security planning, code reviews, progressive cost opinions, and multiple City Council presentations. Construction-phase services include a pre-construction meeting, twice-monthly OAC meetings over nine months, periodic observations with written reports, RFI responses, submittal reviews, and punch-list/final inspection supported by defined civil testing/inspections to close permits and produce record drawings.

CHALLENGE

Placing the new PD north of Dunlop Rd. puts it within City Hall's collapse zone, triggering full sprinkler retrofit and fire-alarm upgrades to the entire City Hall complex, plus a new hydrant at the north fire access drive.

SOLUTION

Run a two-option site study. North site carries the campus sprinkler/alarm scope; South site avoids those triggers but adds a new radio tower and higher sitework. Present both with complete OPCs so the City can choose cost/schedule risk transparently.

CHALLENGE

Early decisions affect total cost materially (sprinklers/alarm vs. tower/sitework).

SOLUTION

Provide side-by-side OPC summaries with line items and contingencies: Concept #1 (North): \$6,954,570; Concept #2 (South): \$7,012,160—each with Cardno's civil cost opinions and explicit assumptions to keep expectations grounded.

CHALLENGE

Maintaining PD services while the building work proceeds on a tight municipal site.

SOLUTION

Plan temporary on-site relocation for PD functions during construction; use phased documents and CMAR precon input to organize sequencing and keep response times intact.

CHALLENGE

Barrier-island conditions and flood exposure.

SOLUTION

Incorporate dry-floodproofed ground-floor office expansion (~1,500 SF) and an elevated ground floor in the new work—paired with durable exterior systems and coordinated site drainage.

CHALLENGE

Bringing the PSAP* to national standards with hardened power/data and survivability.

SOLUTION

Bake PSAP* requirements into 30% concepts, then carry them through DD/CD with security, low-voltage, and code reviews so the room, routing, and redundancy are resolved before pricing.

CHALLENGE

Meeting access, water supply, and City Hall retrofit triggers if on the north site.

SOLUTION

Add the north fire-access drive and hydrant; include full sprinkler + alarm upgrade scope in the estimate and schedule so there are no surprises post-selection.

CHALLENGE

Separating public, operational, and secure movements on a tight civic campus.

SOLUTION

Prepare a Public Safety Security Plan at 60% that formalizes CPTED measures—access control, natural/mechanical surveillance, territorial definition, security lighting, signage/wayfinding, and gate/fence locations—coordinated with landscape and site design.

CHALLENGE

Concept-level unknowns (rock excavation, utility availability, lighting scope, gate work) can move costs late.

SOLUTION

Use the civil engineering consultant's order-of-magnitude civil estimates and explicit assumptions (e.g., no rock excavation, water/sewer along Dunlop Rd., external lighting excluded, pedestrian-vehicle separator and widened gates by Architect) to set clear boundaries for scope and contingency at concept stage. surveillance, territorial definition, security lighting, signage/wayfinding, and gate/fence locations coordinated with landscape and site design.

CHALLENGE

Keeping Council and the community aligned as options and costs evolve.

SOLUTION

Hold regular briefings with option-cost matrices and a running decision log to keep stakeholders aligned as scope and pricing change.

At closeout, perform substantial-completion inspection and punch list, then final inspection. Prepare utility record drawings (water/sewer) per City of Sanibel standards using the contractor-verified survey; deliver in DWG and PDF.

**Public Safety Answering Point.*

ROBESON COUNTY — DEPARTMENT OF SOCIAL SERVICES



1) DELIVERING SIMILAR GOVERNMENT FACILITIES

Three two-story buildings linked by a bridge consolidate adult services, daycare, a juvenile court, and training uniting complex human services under one civic umbrella. The campus is organized with clear public, staff, and secure zones; discrete juvenile-court access; and controlled circulation to protect privacy and safety. The bridge provides weather-protected movement and enables phased occupancy keeping services open during construction and accommodating future growth. Daylighted, durable interiors and a legible front-of-house lobby improve dignity, wayfinding, and throughput—hallmarks directly transferable to a county annex or multi-department government center.

2) REQUIRING SCHEDULE AND COST CONTROL

Defined 2010–2012 window and fixed \$14.5M construction value; multi-building approach enabled phasing without full service shutdown.

3) PLANNING AND PROGRAMMING OBJECTIVES

Clear zoning for public, staff, and secure court/juvenile areas; bridge connection supports controlled movement and intuitive wayfinding.

4) SCOPE CHANGES AND OUTCOMES

Refined from a single block to a three-building + bridge concept, improving daylight, security separation, and construction sequencing.

5) CREATIVITY AND FUNCTIONALITY OF PROPOSED DESIGN SOLUTIONS

Bridge-linked forms create a civic identity; generous glazing, welcoming lobby, and training rooms support client dignity and staff efficiency.

6) SUCCESSFUL VALUE-ENGINEERING SOLUTIONS

Phased massing simplified structure, minimized temporary relocation, and reduced duplicated support spaces.

7) DESIGN TEAM INVOLVEMENT DURING PRE-CONSTRUCTION AND CONSTRUCTION

User-group programming, test-fits, and optioning in pre-construction coordination, observations, and punch-list through closeout.

CHALLENGE | Multi-agency security vs. openness

SOLUTIONS | Bridge links + clear zoning.

CHALLENGE | Active campus construction

SOLUTIONS | Phased delivery by building.

CHALLENGE | Wayfinding for diverse visitors

SOLUTIONS | Centralized lobby and legible circulation.

HARNETT COUNTY — LIBRARY & GOVERNMENT CENTER SOUTH



1) DELIVERING SIMILAR GOVERNMENT FACILITIES

A two-story, 58,000-SF civic complex that brings the public library, training center, and county departments Administration, Aging, Finance, Human Resources, Legal, Parks & Recreation, and Veterans Services together in a single, community-facing hub. The building provides a dignified civic entry, daylighted reading rooms, flexible meeting training spaces, a maker space, and café/catering support, creating a true one-stop government center for Harnett County. Consolidates the library, training center, and multiple county departments into one accessible hub comparable to a modern county annex.

2) REQUIRING SCHEDULE AND COST CONTROL

Delivered within a defined 2019–2021 window at a construction value of \$21.85M; program consolidation and phased planning reduced duplication and limited disruption.

3) PLANNING AND PROGRAMMING OBJECTIVES

One-stop service model with clear public/staff/secure zoning; large training and meeting rooms, maker space, café/catering, and expanded children/adult programming for daytime and after-hours use.

4) SCOPE CHANGES AND OUTCOMES

Library area increased while integrating county services; result is improved wayfinding, higher community access, and efficient operations within a right-sized footprint.

5) CREATIVITY AND FUNCTIONALITY OF PROPOSED DESIGN SOLUTIONS

Civic frontage with intuitive circulation; daylighted reading and collaboration areas; flexible rooms that convert between training, meetings, and public events; durable finishes suited to high traffic.

6) SUCCESSFUL VALUE-ENGINEERING SOLUTIONS

Shared lobbies and support spaces, standardized room modules, and multi-use training rooms reduced area and operating costs while maintaining service quality.

7) DESIGN TEAM INVOLVEMENT DURING PRE-CONSTRUCTION AND CONSTRUCTION

User-group workshops, test-fits, and optioning in pre-construction; during construction, coordinated submittals/ RFIs, regular OAC meetings, system commissioning, punch list, and closeout to deliver a fully operational facility.

CHALLENGE | Security vs. openness

SOLUTIONS | Separate public, staff, and restricted paths; position control points at key thresholds; provide lock-off zones for court-adjacent or sensitive functions.

CHALLENGE | Future growth and flexibility

SOLUTIONS | Use a regular structural grid and standardized room modules; plan soft space/shell areas that can be fitted out as needs change.

CITY OF NORTH PORT FAMILY SERVICE CENTER



1) DELIVERING SIMILAR GOVERNMENT FACILITIES

New two-story, multi-agency Family Services Center consolidating nine public-service providers (CCC—Child Care Connection; Health Services; Jewish Family Services; Rise & Shine Budget & Counseling; Child Protective Services; Big Brothers Big Sisters; Women’s Resource Center; DASH Domestic Abuse Shelter Home; Senior Friendship Office) into one civic hub the same multi-agency service model used in county annex facilities. The project also included future campus master-plan considerations so the site can grow in phases.

2) REQUIRING SCHEDULE AND COST CONTROL

Delivered within a fixed \$4.0M budget by using a regular structural grid, standardized suite modules, and shared lobby/support spaces. Early pricing and VE checkpoints aligned scope to budget and protected the 2009 completion. Building systems and finishes were selected for durability and low OPEX.

3) PLANNING AND PROGRAMMING OBJECTIVES

Organize diverse agencies with clear public, staff, and secure zones; provide welcoming intake areas and confidential counseling rooms; locate children/family services near daylight and restrooms; and centralize shared training/meeting rooms. Circulation and signage create simple, stigma-reducing wayfinding across the three audiences: clients, staff, and visitors.

4) SCOPE CHANGES AND OUTCOMES

As the tenant mix evolved, modular planning let us right-size suites without redesigning structure. The second floor was built “expansion-ready”—structure, shafts, and egress planned for future fit-out—so new or growing agencies can be added with minimal disruption. Campus master-plan options preserved clear expansion zones and parking.

5) CREATIVITY AND FUNCTIONALITY OF PROPOSED DESIGN SOLUTIONS

A single civic front door with a daylighted lobby improves dignity and throughput; shared multipurpose rooms flex for classes, counseling, or after-hours community use. The exterior expresses a calm, service-oriented identity; interiors balance privacy, acoustics, and durability. Sustainable design follows LEED energy principles and uses low-maintenance materials suited to Florida’s climate.

6) SUCCESSFUL VALUE-ENGINEERING SOLUTIONS

Standardized exam/counseling modules, pooled reception/support, and a compact massing reduced area and first cost. Simplified roof profile and right-sized MEP systems cut maintenance and improved energy performance. Finish palette emphasizes lifecycle value in high-traffic areas.

7) DESIGN TEAM INVOLVEMENT DURING PRE-CONSTRUCTION AND CONSTRUCTION

Pre-construction: Multi-agency programming workshops, test-fits, adjacency mapping, cost/VE reviews, and future-phase planning.

Construction: Submittal/RFI management, on-site observations, stakeholder move-in coordination, punch list, and closeout—ensuring a safe turnover while keeping services operational. RFIs, regular OAC meetings, system commissioning, punch list, and closeout to deliver a fully operational facility.

CHALLENGE | Many agencies under one roof

SOLUTIONS | Map adjacencies and share support spaces; use modular suites to fit varied program sizes.

CHALLENGE | Privacy, safety, and dignity

SOLUTIONS | Separate public/staff paths; provide secure counseling areas with enhanced acoustics and controlled access.

CHALLENGE | After-hours community use

SOLUTIONS | Lock-off zones for training/meeting rooms so spaces can serve evening programs without opening the whole building.

4 ROOTS FARM CAMPUS EDUCATION BUILDING PLANNING



1) DELIVERING SIMILAR GOVERNMENT FACILITIES

Consolidates library, training center, and county departments (Administration, Aging, Finance, HR, Legal, Parks & Recreation, Veterans Affairs) into a single civic hub.

2) REQUIRING SCHEDULE AND COST CONTROL

Defined 2010–2012 window and fixed \$14.5M construction value; multi-building approach enabled phasing without full service shutdown.

3) PLANNING AND PROGRAMMING OBJECTIVES

Clear zoning for public, staff, and secure court/juvenile areas; bridge connection supports controlled movement and intuitive wayfinding.

4) SCOPE CHANGES AND OUTCOMES

Refined from a single block to a three-building + bridge concept, improving daylight, security separation, and construction sequencing.

5) CREATIVITY AND FUNCTIONALITY OF PROPOSED DESIGN SOLUTIONS

Bridge-linked forms create a civic identity; generous glazing, welcoming lobby, and training rooms support client dignity and staff efficiency.

6) SUCCESSFUL VALUE-ENGINEERING SOLUTIONS

Phased massing simplified structure, minimized temporary relocation, and reduced duplicated support spaces.

7) DESIGN TEAM INVOLVEMENT DURING PRE-CONSTRUCTION AND CONSTRUCTION

User-group programming, test-fits, and optioning in pre-construction coordination, observations, and punch-list through closeout.

CHALLENGE | Multi-agency security vs. openness

SOLUTIONS | Bridge links + clear zoning.

CHALLENGE | Active campus construction

SOLUTIONS | Phased delivery by building.

CHALLENGE | Wayfinding for diverse visitors

SOLUTIONS | Centralized lobby and legible circulation.

tabM.

DESCRIBE YOUR
EXPERIENCE AND
CAPABILITIES IN THE
FOLLOWING AREAS

ADG Government facility design plan

OUR -G-PLAN

- A... Align stakeholders (multi-agency governance & decision gates)
- B... Build life-cycle value (LCCA + VE at SD/DD/CD)
- C... Control the critical path (CPM with risk triggers)
- D... Drive preconstruction cost certainty (RIB + CM@R reconciliations)
- E... Execute in BIM (BEP, LOD 100–300, clash detection, asset data)
- F... Fast-track permitting (SWFL/Charlotte routing & early releases)
- G... Guard resilience (COOP: high-wind/flood, elevated MEP, 72-hr power)

A. GOVERNMENT FACILITIES WITH MULTIPLE ORGANIZATIONS AND STAKEHOLDERS

Our team has deep experience planning and delivering multi-agency civic facilities that balance the needs of elected officials, administrators, public-facing departments, and partner organizations within shared campuses. Representative work includes the Desoto County Mills Complex (co-locating constitutional offices and health services), the Charlotte County Community Development Expansion (phased relocation of Planning/Zoning and Building), and multiple Sheriff's facilities that integrate operations, evidence, and public services. We lead stakeholder workshops, adjacency mapping, and decision-gate reviews to reach consensus and document clear governance paths—directly paralleling the Annex project's goals to consolidate services into a cohesive, functional building.

B. LIFE CYCLE COST ANALYSIS INCLUDING VALUE ENGINEERING

ADG, together with engineering partners (e.g., CMTA, TRC, UES), conducts life-cycle cost analyses (LCCA) during DD and CD, balancing first cost with 20-year O&M impacts. We evaluate HVAC efficiency, envelope performance, water/heating systems, and material durability to reduce utility spend and maintenance exposure. Past K-12 and civic projects for Charlotte County Schools and Sheriff's facilities used these LCCA findings to select high-efficiency systems and targeted envelope upgrades delivering not only cost-effective buildings, but resilient, long-life assets.

C. CRITICAL PATH METHOD

We employ Critical Path Method (CPM) to sequence work, maintain schedule discipline, and surface risk early. Each phase (MP, SD, DD, CD) includes deliverables tied to the CPM network, identifying dependencies, float, and critical tasks. Partner scopes such as Atwell's civil, UES's geotechnical, and cost modeling—are integrated into the logic so bottlenecks are avoided. This approach has been executed successfully on multi-phase K-12 modernizations and occupied civic facilities, producing realistic, transparent schedules continuously monitored for risk.

D. PRE-CONSTRUCTION SERVICES WITH A FOCUS ON MINIMIZING COST WHILE MAXIMIZING SCOPE

ADG has a strong track record delivering public work under CM@R. With RIB U.S. Cost and CM partners, we provide independent estimates at SD/DD/CD and reconcile to current market conditions. We facilitate VE/alternates that protect performance (e.g., envelope, HVAC, security, communications) while preserving design intent. Recent K-12 and civic programs including the West County Annex Building and District One & Three Sheriff's Offices used this process to right-size scope within fixed budgets through phasing strategies, modular/swing solutions, and multi-use space planning. The result is maximum value and flexibility for the Annex.

E. BIM EXECUTION PLAN

Our team has developed a robust BIM Execution Plan (BEP) tailored for government facilities. Deliverables progress from LOD 100 (SD) to LOD 200 (DD) and LOD 300 (CD). Clash detection is performed in Navisworks at each milestone to minimize conflicts. A Common Data Environment (CDE) hosts models for County and CM@R access, ensuring transparency. The final LOD 300 BIM model is linked to County asset management templates to support long-term operations. ADG and CMTA have successfully applied this method on civic and K-12 projects, delivering cost savings through early coordination.

F. PERMITTING IN SOUTHWEST FLORIDA AND CHARLOTTE COUNTY

ADG Architecture has decades of direct experience with permitting in Charlotte County, the City of Punta Gorda, and neighboring jurisdictions. Our staff has long-standing relationships with County reviewers, building officials, and City planning staff. We have successfully permitted projects in Charlotte, Lee, Sarasota, and Collier Counties, including civic, educational, and healthcare facilities. Atwell will lead site-related permitting for utilities, access, and stormwater, while ADG coordinates architectural approvals. We are highly experienced with barrier-free requirements, coastal high-wind standards, FEMA floodplain issues, and concurrency management specific to this region. This expertise ensures the Annex project will navigate permitting efficiently without unnecessary delays.

G. RESILIENCE & CONTINUITY OF OPERATIONS (COOP)

ADG, with CMTA and TRC, designs for coastal high-wind and flood conditions to keep government services running during and after events. We harden the envelope (impact protection, roof uplift resistance, wind-borne debris zones), elevate or flood-proof critical MEP, and right-size emergency power with load-shed priorities for at least 72-hour operation. Redundant communications and protected egress are planned early, and our re-occupancy/rapid restart checklist is built into the CPM and BEP so resilience is verified at each gate. This approach has been applied on civic and education projects in SWFL, delivering durable facilities with predictable recovery.

tab VII.

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

ADG Architecture, llc hereby affirms that, during the twenty-four (24) months preceding the date below, our firm was awarded the East Port Operations Building architectural project.

In addition, during this period ADG Architecture, llc has been working as a consultant (subconsultant) to the Charlotte County Library.

Authorized representative: Robert Taylor

Title: Principal

Date: October 17, 2025

Signature: 

tablix.

LOCATION





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

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

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

 **LESS
THAN
AN HOUR**



tabox.

LITIGATION

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

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

ZER-O. LAWSUIT PAST 35+ YEARS



tabxi.

MINORITY BUSINESS



State of Florida

Woman & Minority Business Certification

ADG Architecture, llc

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:

01/14/2025 to 01/14/2027

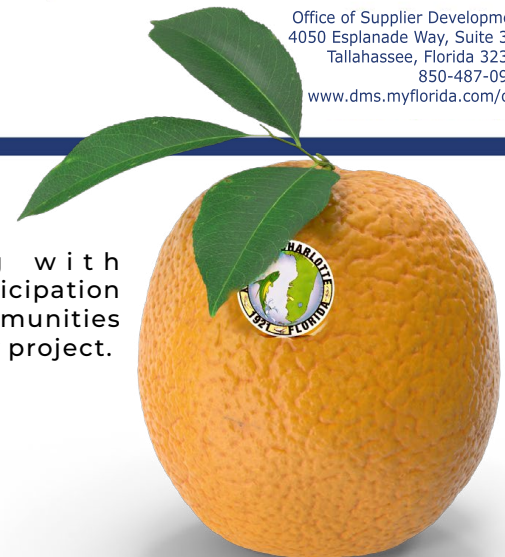


Pedro Allende
Florida Department of Management Services



Office of Supplier Development
4050 Esplanade Way, Suite 380
Tallahassee, Florida 32399
850-487-0915
www.dms.myflorida.com/osd

ADG Architecture, llc is a certified woman-owned minority business (W/MBE). We champion diversity and equitable opportunity across our projects and teams, actively partnering with small, disadvantaged, and minority-owned firms to expand participation and economic empowerment. Our work strives to reflect the communities we serve advancing accessibility, equity, and innovation on every project.



State of Florida

Department of State

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

The document number of this limited liability company is L12000010249.

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

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




Secretary of State

Tracking Number: 8099744731CU

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

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



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE ARCHITECT HEREIN IS LICENSED UNDER THE
 PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

THRESHOLD BUILDING INSPECTOR

TAYLOR, ROBERT T

ADG ARCHITECTURE, LLC
 ALLIANCE DESIGN GROUP P A
 3820 COLONIAL BOULEVARD
 SUITE 100
 FORT MYERS FL 33966

LICENSE NUMBER: AR0012668

EXPIRATION DATE: FEBRUARY 28, 2027

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ISSUED: 03/25/2025

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10392227-AP-BD+C

CREDENTIAL ID

29 JUL 2011

ISSUED

26 JUL 2027

VALID THROUGH

GREEN BUSINESS CERTIFICATION INC. CERTIFIES THAT

Robert Taylor

HAS ATTAINED THE DESIGNATION OF

LEED AP[®] Building Design + Construction

by demonstrating the knowledge and understanding of
 green building practices and principles needed to
 support the use of the LEED[®] green building program.



PETER TEMPLETON
 PRESIDENT & CEO
 U.S. GREEN BUILDING COUNCIL & GREEN BUSINESS CERTIFICATION INC.



and



Clarisa Parodi

has been awarded this certificate after completing
the 40-hour CPTED Certified Practitioner Seminar:

Crime Prevention Through Environmental Design

30 AIA LU/HSW Credits & State of Florida CEUs, 40 CEU FL DPR Credits,
and 17 AICP CM Credits have been awarded on this
10th day of May, 2021 in Fort Lauderdale, Florida




Randall I. Atlas, Ph.D., FAIA, CPP
Instructor



AIA
Continuing
Education
Provider

Certificate of Completion



Clarisa Parodi

has completed

Procore Certification: Architect

offered by

Procore Technologies

PROCORE

Issued: September 17, 2020

Certificate No: 2ihsdw9diksd

View: <https://verify.skilljar.com/c/2ihsdw9diksd>


Tooley Courtemanche, CEO



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE ARCHITECT HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

KOENIG, FREDERICK JOHANNES

KOENIG DESIGN COLLABORATIVE LLC
1435 VERMOUTH LN
PUNTA GORDA FL 33983

LICENSE NUMBER: AR99709

EXPIRATION DATE: FEBRUARY 28, 2027

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ISSUED: 01/08/2025

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

BOARD OF ARCHITECTURE & INTERIOR DESIGN

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PULLEN, CLAUDE JOHN

43210 BOARDWALK LOOP
PUNTA GORDA FL 33982

LICENSE NUMBER: AR93455

EXPIRATION DATE: FEBRUARY 28, 2027

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ISSUED: 12/29/2024

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PURCHASING DIVISION

Charlotte County Administration Center
18500 Murdock Circle, Suite 344
Port Charlotte, Florida 33948-1094

Phone 941.743.1378
Fax 941.743.1384

TO: PROSPECTIVE PROPOSERS

DATE: SEPTEMBER 18, 2025

RE: ADDENDUM #1, RFP NO. 20250587, SOUTH COUNTY ANNEX REPLACEMENT PROJECT

PROPOSAL DUE DATE: 3:00 p.m. (EST), OCTOBER 10, 2025

Firms are hereby notified that this addendum shall be made a part of the above-named proposal and contract documents. The following are issued to revise/clarify the proposal and contract documents, and these items shall have the same force and effect as the original proposal and contract documents. Proposals to be submitted on the above-specified date at Purchasing shall conform to the revisions and clarifications as listed herein.

ITEM # 1 QUESTIONS/ANSWERS

Q1. Is there a consideration of relocating the project to an alternative site?

A1. Yes, there are considerations to relocate the project site.

Q2. Will site selection services will be required?

A2. Yes.

Q3. Will the project include any Green Building requirements, including project certification such as LEED.

A3. No certifications, but it will be required to meet code.

This addendum is binding and is to be considered as if contained within the original proposal documents of RFP No. 20250587. Firms are required to acknowledge receipt of this addendum on their proposal forms.

Kimberly Corbett

Kimberly Corbett, C.P.M., CPPB
Senior Division Manager - Purchasing

KC/at

cc: Clerk
File



PURCHASING DIVISION

Charlotte County Administration Center
18500 Murdock Circle, Suite 344
Port Charlotte, Florida 33948-1094

Phone 941.743.1378
Fax 941.743.1384

TO: PROSPECTIVE PROPOSERS

DATE: SEPTEMBER 30, 2025

RE: ADDENDUM #2, RFP NO. 20250587, SOUTH COUNTY ANNEX REPLACEMENT PROJECT

PROPOSAL DUE DATE: 3:00 p.m. (EST), OCTOBER 17, 2025

Firms are hereby notified that this addendum shall be made a part of the above-named proposal and contract documents. The following are issued to revise/clarify the proposal and contract documents, and these items shall have the same force and effect as the original proposal and contract documents. Proposals to be submitted on the above-specified date at Purchasing shall conform to the revisions and clarifications as listed herein.

ITEM # 1 QUESTIONS/ANSWERS

Q1. Does the \$12,472,000 project budget listed include the noted \$2,000,000 design and permitting fees?

A1. This is the total project budget, inclusive of all project costs.

Q2. Does the project budget also include any money needed for temporary facilities or will that be a separate cost?

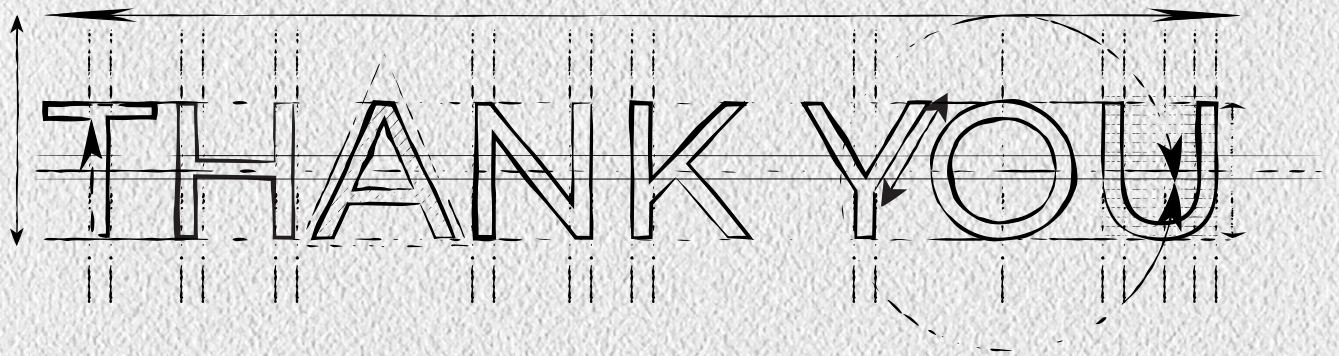
A2. This is the total project budget, inclusive of all project costs.

Q3. What is estimated occupancy date for the new annex?

A3. Approximately Spring/summer of 2028, unless the project's phasing determines otherwise.

ITEM # 2 PRE-SUBMITTAL RE-CAP

- This project includes heavy master planning and programming which requires data gathering from numerous stakeholders.
- Following the master planning and programming portion of the project, an amendment to the design contract will be issued based on the design criteria discovered through the data collection.
- Project was scoped and budgeted in 2018, prior to COVID and recent hurricanes. The master planning and programming will determine if a scope and budget adjustment will be recommended to the BOCC for approval.
- Budget is \$12,472,000. \$2,000,000 of that is for design and permitting.
- The design phase is currently 270 days from issuance of contract should a scope change not be necessary. The construction phase is 420 days from Notice to Proceed.
- Currently there is no master plan for this project.
- There is no grant money associated with the project.
- The method of construction will be Construction Manager at Risk.
- The specification as written is utilizing the existing site. However, we are open to discussing the possibility of a new location. That location would need to be in the Punta Gorda City limits, and we would need to consider criteria such as:
 - Master plan and programming with the user groups
 - Proximity
 - Circulation of traffic



ADG Team