



Request for Qualifications, RFQ No. 20-13  
Architectural & Engineering Services  
for Various County Projects  
Rockdale County, Georgia





**Lyman  
Davidson  
Dooley, Inc.**

ARCHITECTS  
INTERIOR DESIGNERS  
PLANNERS

September 17, 2020

Ms. Meagan Porch  
**Rockdale County Finance Department**  
Purchasing Division  
958 Milstead Avenue  
Conyers, GA 30012

Re: **Qualifications for Architectural and Engineering Services for Various County Projects**  
RFQ # 20-13, Rockdale County, Georgia

Dear Ms. Porch:

Lyman Davidson Dooley, Inc. (LDD) is pleased to submit our proposal for Architectural and Engineering Services for Various County Projects in Rockdale County. We have carefully read the Request for Qualifications and four (4) addenda, and have a clear understanding of the needs and goals of the County. When LDD decided to pursue this project, it was based on present workload and a desire to work with Rockdale County. The Team is committed to devote the necessary time to bring your project to a successful completion.

The LDD Team has a proven team track record of public sector projects including feasibility studies, space needs assessment, new construction, repurposing, renovations, and build outs. Our dedicated Government Studio is focused 100% on a variety of similar projects including public safety buildings, fire stations, and office building of all sizes.

It is our desire to serve as your Architect for this project and wish to emphasize that we have the talent, expertise, and passion to deliver a top quality project within the given parameters. We look forward to the possibility of building a successful business relationship with Rockdale County. We thank you for your consideration!

Sincerely,

**Lyman Davidson Dooley**

Rowland Davidson, AIA, ASID  
President

Benjamin K. Starks  
Government Studio Director

770.850.8494

fax: 770.956.9030

1640 Powers Ferry Road  
Building 1, Suite 100  
Marietta, GA 30067

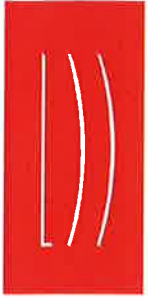
[www.lddi-architects.com](http://www.lddi-architects.com)

ATLANTA  
TAMPA

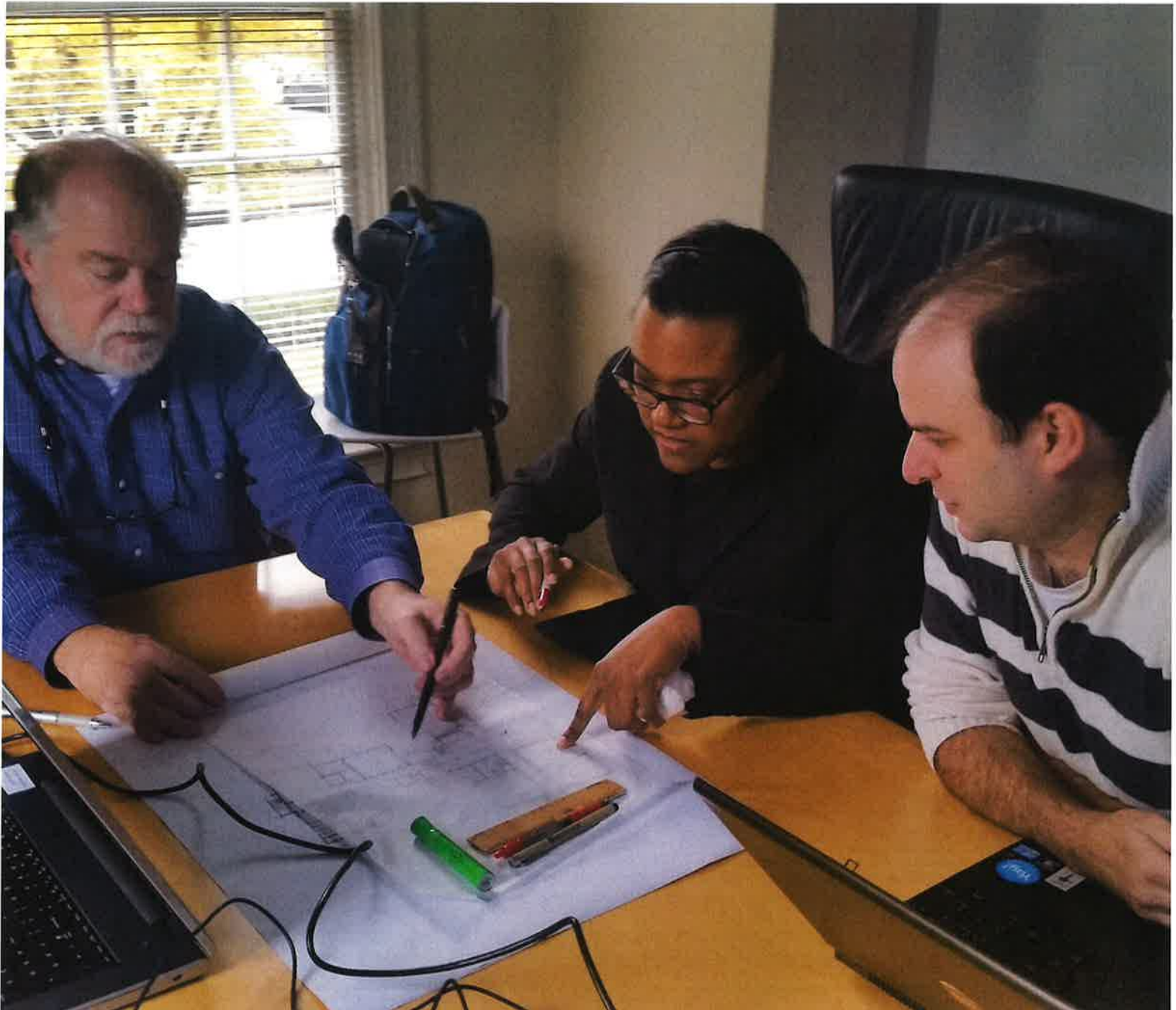
## TABLE OF CONTENTS

|                               | <u>Page(s)</u> |
|-------------------------------|----------------|
| 1   Staffing and Availability | 5-9            |
| 2   Experience / Performance  | 11-23          |
| 3   Approach                  | 25-28          |
| 4   Financial Stability       | 30-31          |

APPENDIX:  
Required Forms



## Staffing and Availability





**ROWLAND DAVIDSON, AIA, ASID, PRINCIPAL IN CHARGE / Commitment: 20%\***  
Rowland Davidson, AIA, ASID, has over 40 years of planning and architectural design experience and will act as the Principal in Charge for the Rockdale County's projects. In this role, Rowland will ensure that the needs and expectations of the County are met and exceeded by monitoring the project from beginning to end. In addition, Rowland will create a partnership with all Team members, along with the expertise of our Government Studio Director and Senior Project Manager, Ben Starks who will communicate with Rowland on a daily basis or as needed. Rowland will attend all On-Site Workshops with Ben Starks as well.



**EDUCATION:**

Bachelor of Architecture 1978; College of Architecture, University of Kentucky & European Design Program

**REGISTRATIONS:**

Registered Architect: GA, KY, TN, NC, VA, TX, IL, NY

Registered Interior Designer: GA

**RELEVANT PROJECT EXPERIENCE:**

- City of Marietta Public Safety Facility, Marietta, GA (Master Plan)
- City of Smyrna Fire Station #2, Smyrna, GA
- City of Marietta Public Works Renovation, Marietta, GA
- City of Johns Creek Fire Station #64, Johns Creek, GA
- Paulding County Fire Station #11, Acworth, GA
- Newton County Administration Annex Building, Covington, GA
- Newton County Parking Deck for Administration Building, Covington, GA
- Georgia Southern University Shooting Sports Education Center, Statesboro, GA
- Ft. Bragg SOF Headquarters, Fort Bragg, NC



Paulding County Fire Station #11

\*Commitment percentages are estimates. The Team will dedicate the necessary time needed to complete the County's project(s) successfully.



**BENJAMIN K. STARKS, GOVERNMENT STUDIO DIRECTOR, SENIOR PROJECT MANAGER AND PRINCIPAL POINT OF CONTACT / Commitment: 50%**  
Ben Starks is the Government Studio Director for LDD and will be the County's Principal Point of Contact and Senior Project Manager. He will act as the liason between our project Team and the County as well as the End Users (fire chief, police chief and staff). As Government Studio Director, he dedicates 100% of his time to government projects such as fire stations and police operations. With a total of 30 years of design experience, Ben possesses the necessary skills and experience to manage and coordinate the Team throughout the project to bring it to a successful completion within budget and on time.



**EDUCATION:**

Bachelor of Architecture 1991, College of Architecture; University of Kentucky

**RELEVANT PROJECT EXPERIENCE:**

- City of Smyrna Fire Station #2, Smyrna, GA
- City of Marietta Public Works Renovation, Marietta, GA
- Paulding County Fire Station #11, Acworth, GA
- City of Johns Creek Fire Station #64, Johns Creek, GA
- City of Milton City Hall Master Plan, Milton, GA
- Newton County, Covington, GA
  - Administration Annex Building and Parking Deck
  - Judicial Center Expansion
- Ft. Bragg Combat Medic Skills Sustainment Course Building Addition, Ft. Bragg, NC

***Additional Government Project***

- Bartow County Clarence Brown Conference Center, Cartersville, GA (LEED Gold)
- Sumter County Administrative and Agricultural Field Offices, Americus, GA
- Georgia Department of Natural Resources
  - Etowah Indian Mounds Museum Renovation and Expansion, Bartow County, GA
  - Environmental Protection Division Coastal Headquarters Expansion, Brunswick, GA (LEED®)
  - Resaca Battlefield Visitors' Center Master Plan, Resaca, GA
  - Go Fish Hatchery and Visitors' Center, Perry, GA
  - Panola Mountain State Park, Stockbridge, GA
  - Coastal Regional Headquarters, Brunswick, GA (LEED®)
  - Wildlife Resources Division Data Center and Offices, Walton County, GA (LEED®)
  - Coastal Resources Headquarters Expansion, Brunswick, GA (LEED®)
- Veterans Administrations Outpatient Clinic, Marietta and Pike County, GA
- US Fish and Wildlife, Multiple projects such as visitors' centers, office buildings





**DAVID MCBRAYER, AIA, LEED AP®, QUALITY CONTROL / Commitment: 15%**  
David McBayer is a Principal and Education Studio Director for LDD with over 30 years in architectural design. He was the Interim Government Studio Director for approximately three (3) years. For Rockdale County’s project(s), he will function in the role as Quality Control. He will provide a “fresh set of eyes” to review drawings and related documents. He will work closely with Ben, Senior Project Manager, for Rockdale County project(s) to report any discrepancies/suggested changes to him.



**EDUCATION:**

Bachelor of Science in Architecture, 1983, Georgia Institute of Technology  
Master of Architecture, 1986, Georgia Institute of Technology

**REGISTRATIONS:**

Registered Architect: GA  
LEED® Accredited Professional

**PROJECT EXPERIENCE:**

- Paulding County Fire Station #11, Acworth, GA
- City of Marietta, GA
  - Marietta Public Safety Training Center
  - Marietta Public Works Facility Renovation
- Newton County Judicial Expansion, Covington, GA
- Newton County Administrative Building and Parking Deck, Covington, GA
- Georgia Southern University Shooting Sports Education Center, Statesboro, GA



City of Marietta Public Works Facility Renovations



**PATRICK "PAT" WHALEN, PROJECT MANAGER AND PRODUCTION DESIGNER / Commitment: 75%**

Pat Whalen will serve as Project Manager for your project. In this role he will organize, direct and control each aspect of the design process from the Programming Phase through the completion of Construction Documents. He will communicate with Ben Starks on a daily basis, providing vital up-to-date project information to him. In addition, Pat will work closely with Ben Starks to develop and prepare presentation drawings, sketches, construction documents and specifications for your project(s).



**EDUCATION:**

Bachelor of Science in Architecture Engineering Technology, 1990, Southern Polytechnic State University

**PROJECT EXPERIENCE:**

- City of Smyrna Fire Station #2, Smyrna, GA
- City of Johns Creek Fire Station #64, Johns Creek, GA
- Ft. Bragg SOF Combat Medic, Ft. Bragg, NC
- United States Army Reserve Command Headquarters, Ft. McPherson, GA (with a former employer)



City of Smyrna Fire Station #2

**MILLI DUNKIN, RID, LEED® , AP, PRINCIPAL AND DIRECTOR OF INTERIOR DESIGNER SERVICES / Commitment: 30%**

Milli. Dunkin is Director of Interior Design Services for LDD. For Rockdale County project(s), Milli will have the role as Senior Interior Designer. In this role, she will work directly with the client and architectural team to plan and design the interior look of your building. This will take place during the On-Site Design Workshop. Milli and Ben will work closely together, collaborating on the interior design of your projects. She has over 28 years of interior design project experience, including projects with the public sector.



**EDUCATION:**

Bachelor of Science, Interior Design, 1994, Indiana University, Bloomington, IN  
Bachelor of Administration, Sociology, Indiana University, Bloomington, IN

**REGISTRATIONS:**

Registered Interior Designer: GA  
LEED® Accredited Professional

**PROJECT EXPERIENCE:**

- City of Smyrna Fire Station #2, Smyrna, GA
- Georgia Southern University Shooting Sports Education Center, Statesboro, GA
- Newton County Judicial Expansion, Covington, GA
- Newton County Administrative Building and Parking Deck, Covington, GA
- Johns Creek Fire Station #64, Johns Creek, GA
- State Bar of Georgia Renovation of Old Federal Reserve Building, Atlanta, GA
- Georgia Southern University Shooting Sports Education Center, Statesboro, GA
- Fort Bragg SOF Headquarters Building MISOC A, Fort Bragg, NC



State Bar of Georgia Renovations





**CURRENT WORKLOAD**

The table below reflects LDD's Government Studio's current workload. We are confident that our workload is such that the Team can start work immediately on your project upon Notice to Proceed.

| PROJECT   | STATUS  | TEAM MEMBER  |
|---|---|--|
| Clarence Brown Conference Center<br>Courtyard<br>Cartersville, GA | Construction Administration (limited)<br>Construction Completion - January 2021 | Ben Starks   |
| Johns Creek Fire Station No. 64<br>Johns Creek, GA                | Construction Administration<br>Construction Completion - April 2021             | Ben Starks<br>Patrick Whalen<br>Milli Dunkin                     |
| Animal Services Center, Oconee<br>County, GA                      | Construction Administration<br>Construction Completion - January 2021           | Ben Starks<br>Rowland Davidson                                   |
| VA Lease 36C10F19L0020<br>Pike County, GA                         | Construction Administration<br>Construction Completion - October 2021           | Ben Starks<br>Patrick Whalen<br>Milli Dunkin<br>Rowland Davidson |



Experience / Performance





The architectural Design Team strives for quality service on every project we undertake. Please contact any of the individuals from the letter of commendations provided on the following pages to find out first hand the level of service we provide on our projects.



## City of Smyrna Fire Station #2 Smyrna, GA



|                  |   |
|------------------|---|
| SCOPE:           | Full architectural and interior design  |
| SQUARE FOOTAGE:  | 13,500 (two stories)  |
| OWNER:           | Roy Acree, Fire Chief<br>Director, Emergency Management<br>City of Smyrna, Georgia<br>Fire Department<br>2620 Atlanta Road<br>Smyrna, GA 30080<br>(770) 319-5364<br>racree@smyrna.gov |
| COMPLETION DATE: | 2018  |
| TOTAL COST:      | \$2,720,871   |



The addition to the City of Smyrna Fire Station includes two apparatus bays with six (6) dormitories, exercise space, an equipment room, office space, restrooms, kitchen area, training and EMS response conference room, exterior access, along with interior access to a common lobby. Exterior is brick facade with light weight pre-cast accent generator to support a full facility.



# Newton County Judicial Expansion Covington, GA



|                  |  |
|------------------|--|
| SCOPE:           | Feasibility study, full architectural and interior design services   |
| SQUARE FOOTAGE:  | 25,000 sf (new construction); 20,000 sf of renovation  |
| OWNER:           | Capt. Doug Kitchens<br>Newton County Sheriff's Department<br>1132 Usher Street, NE<br>Covington, GA 30014<br>(770) 788-3797<br>dkitchens@newtonsheriffga.org |
| COMPLETION DATE: | 11/2018  |
| TOTAL COST:      | \$9,000,000  |

LDD was awarded the Newton County Judicial Center Expansion project in 2011 to provide a feasibility study, full architectural and interior design services. Due to timing and availability of SPLOST funds, the project was put on hold for two (2) years. In late 2016, LDD was given the approval by the County to recommence with the project. The three-story, Judicial Center expansion includes approximately 25,000 sf of new construction and significant renovations including the following areas:

- |                                |                           |                     |
|--------------------------------|---------------------------|---------------------|
| Superior Court                 | Cage/Storage              | Intake Area         |
| Juvenile Court                 | Maintenance               | Sally Port upgrades |
| Probate Court                  | State Court (future)      | Jury Impaneling     |
| Magistrate Court               | Grand Jury                | Security checkpoint |
| Building Core and Common Areas | District Attorney Offices | Clerk of Courts     |

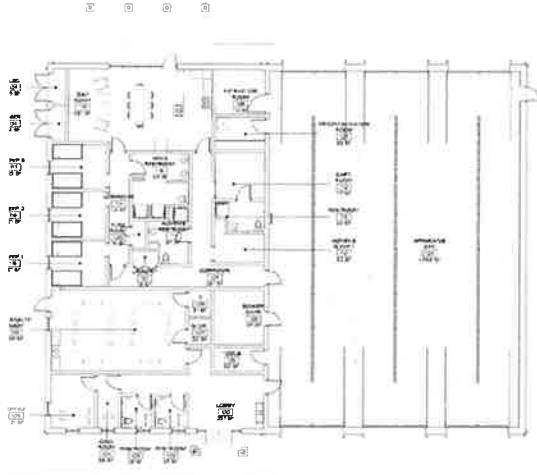






# Johns Creek Fire Station #64

## Johns Creek, GA



SCOPE: Full architectural and interior design services.  
SQUARE FOOTAGE: 9,018  
OWNER: Chris Coons, Fire Chief  
City of Johns Creek, GA  
11360 Lakefield Drive  
Johns Creek, GA 30097  
(678) 474-1643  
Christian.coons@johnscreekga.gov  
COMPLETION DATE: 2021  
TOTAL COST: \$3,771,000

This is a new fire station that will have three apparatus bays with a dayroom, sleeping rooms, restrooms, showers, offices, laundry room, storage and maintenance area, systems room, fire protection equipment room, extractor room, kitchen and dining area. LDD also did a program verification.





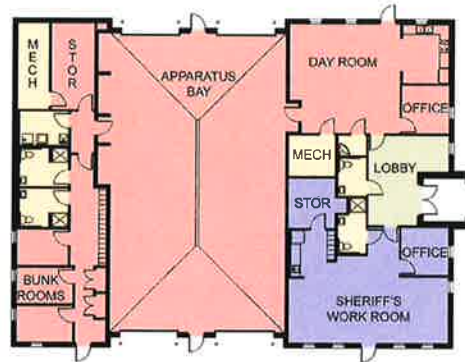


# Paulding County Fire Station #11 (Design Build), Acworth, GA



SCOPE: Full architectural and interior design services.  
SQUARE FOOTAGE: 6,000 s.f.  
OWNER: Paulding County  
c/o Mr. Paul Hogan, President  
Hogan Construction  
5075 Avalon Ridge Parkway  
Norcross, GA 30071  
(770) 242-8588  
phogan@hoganconstructiongroup.com  
COMPLETION DATE: 2010  
TOTAL COST: \$1,294,000

The new Paulding County Fire Station has a two apparatus bay with a dormitory on one side of the bay and the dayroom / sheriff's office on the other side. The facility houses fire station personnel and equipment and a squad room for the sheriff's patrol. The sheriff's squad room includes restrooms, break area, and exterior access, along with interior access to a common lobby. The facility is nestled into a large neighborhood community, so it took its style from the surrounding community. This fire station also shares the site with the local new community library.





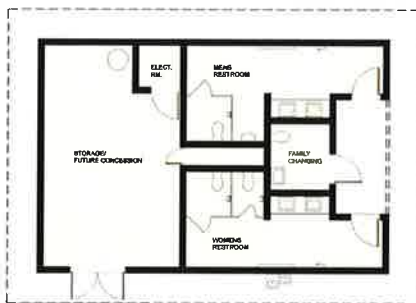
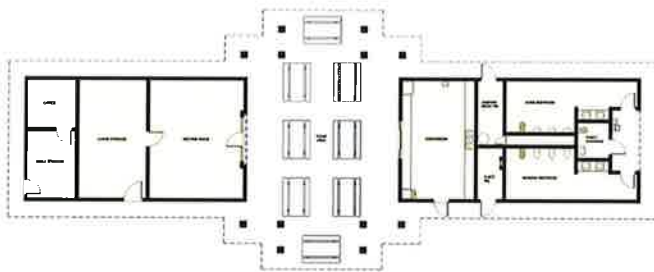


# Rockdale Recreation Support Buildings Conyers, GA



**SCOPE:** Architectural design services  
**OWNER:** Rockdale County Parks and Recreation  
**CONTACT:** Mr. Don Holley (former Director of Rockdale County)  
 Gordon County Parks and Recreation  
 7494 Fairmount Hwy  
 Calhoun, GA 30701  
 (706) 602-4435  
 dholley@gordoncounty.org

**DESCRIPTION:** The project consisted of the construction of support buildings in four different parks. The two larger facilities involved replacing older, outdated concession / restroom buildings in two of the County's oldest parks with new facilities that met current codes and needs. Located adjacent to active baseball and softball fields, the new structures had to be constructed during the off-season to minimize user conflicts. Prototype designs were developed for smaller restroom / concession buildings and built in two newer parks as well.



FLOOR PLAN





**ROY ACRÉE  
FIRE CHIEF**

**CITY OF SMYRNA  
SMYRNA FIRE DEPARTMENT**

**BRIAN MARCOS  
DEPUTY FIRE CHIEF**

**July 10, 2018,**

**Re: Letter of Reference  
Lyman Davidson Dooley, Architects and Interior Designers**

**To Whom It May Concern:**

**As a Fire Chief for City of Smyrna, I would like to recommend Lyman Davidson Dooley for consideration on your Fire Station project. They are the Architect of Record for the City of Smyrna Fire Station #2 and have done an admirable job working with City staff and program managers. During the design process we were kept up to date on the key design stages and listened carefully to our needs and concerns. We feel this is a key attribute to architects designing these types of facilities.**

**Lyman Davidson Dooley has been professional throughout the process and has provided the leadership necessary to bring the project to fruition.**

**We would recommend them for your next Fire Station project.**

**Sincerely;**

A handwritten signature in black ink, appearing to read "RA".

**Roy Acree, Smyrna Fire Chief**



**Chief Deputy**  
Jerry Carter

**Major**  
C. Morris Jones

**Captain**  
Sammy Banks  
*Uniform Division*

**Captain**  
Douglas Kitchens  
*Court Services*

**Captain**  
Marty Roberts  
*Special Investigations Unit*

**Captain**  
Keith Crum  
*Criminal Investigations Division*

**1<sup>st</sup> Lieutenant**  
Brice Smith  
*Detention*

**Lieutenant**  
Charles Ledford  
*School Resource*

**Lieutenant**  
Paul Gunter  
*Training Coordinator*

**Lieutenant**  
Tom Kunz  
*Westside Precinct*

**Lieutenant**  
Ken Ridling  
*Civil Division*

**Secretary**  
Juanita Threadaill

May 19, 2017

To Whom it May Concern:

It is my pleasure to recommend Lyman Davidson Dooley based on their excellent architectural and interior design services being provided for the Newton County Judicial Center Expansion project. The facility will include a three-story expansion of new construction and significant renovations to various courtrooms, offices, security checkpoint, building core and common areas, storage, jury impaneling, and Sally Point upgrades. Their services have included conceptual and master planning, detailed design work, and now construction administration.

LDD's Ben Starks, Rowland Davidson, and the entire team have been responsive and attentive to our needs very detailed oriented, on schedule, and currently within budget. They continue to demonstrate great talent and determination in the process to design and construct this project.

Please let me know if you would like additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Doug Kitchens".

Capt. Doug Kitchens  
Head Bailiff

Newton County Judicial Circuit



NEWTON COUNTY  
**SHERIFF'S OFFICE**  
EZELL BROWN, SHERIFF

**COMMITTED TO EXCELLENCE**

15151 Alcovy Rd., NE • Covington, Georgia 30014 • Ph: (678) 625-1400 • Fax: (678) 625-1473 • www.newtonsheriffga.org





## QUALIFICATION OF LYMAN DAVIDSON DOOLEY, INC.

Lyman Davidson Dooley, Inc. (LDD), a Partner-owned S-Corporation, incorporated in the State of Georgia in 1988, offers a full-range of services including land planning, building site planning, feasibility studies, architectural design, interior design, and space planning that will address and meet the needs and goals of Rockdale County.

LDD was established as a 2-man firm as Lyman and Davidson. Today, we employ over 25 professionals and administrative support staff company wide. We are organized in a studio structure based on design teams that focus on specific construction markets: Government, Recreation, Interiors, Education, Healthcare, Church, Corporate, Retail, and Mixed-Use. Each Studio is led by a Studio Director that guides the team throughout the design process and brings exceptional experience and expertise in their specific area of design. Each Studio Director is supported by Project Managers and Designers. The makeup of our resources include registered architects, interior designers, and architectural designers as well as other support staff available for your project.



### Process

Design is a process. The refinement of the process sets one apart from the common. Lyman Davidson Dooley, Inc. is driven to provide a design process that integrates all of the requirements of the client into a creative solution. Our process identifies and documents the client's parameters which allow the design team to establish a common set of goals and, through creativity and analysis, obtain an optimal design approach. Multiple parameters are pulled into one single architectural concept and developed into a constructible solution. Discovering needs, challenging ideas, and crafting solutions is what we do.

Design, Communication, Environment, Technology, and Economics are all integrated into a high level of specialized services and put to work for the benefit of our clients. We have been fortunate to be given the following awards as a testament to our success on different types of facilities.

### Design Philosophy

We take our responsibility seriously for shaping the built environment and desire to produce nothing less than a superior service to our clients. Our philosophy is to understand the goals of our clients, integrate building materials, systems, and technology, and through an interactive design process create a solution that exceeds expectations. The firm strives to meet the functional, budgetary, and aesthetic parameters of each project through a high level of personal service and attention to detail. We believe strongly in our public responsibility to create spaces that are safe, environmentally sensitive, evocative and forward thinking.



## EXPERIENCE

Since its inception in 1988, LDD has been providing full architectural and/or interior design services on many recreation projects. The LDD Team has a proven team track record on over \$110 million in public sector projects including master planning, new construction, re-purposing, and renovations. Our dedicated Government Studio is focused 100% on a variety of local and county and city government projects.

- Alpharetta Parks & Recreation Rock Mill Park
- City of Atlanta Parks & Recreation Reverend James Orange Park
- City of Columbus Department of Parks and Recreation Aquatic Centers
  - Psalm Road Park, Leisure Pool
  - Shirley Winston Park, Leisure Pool
  - Rigdon Park, Leisure Pool
- City of Douglasville
  - Hunter Park Redevelopment + Senior Center
  - Jessie Davis Park Redevelopment
- City of Johns Creek Fire Station #64,
- City of Marietta
  - Public Safety Training Facility (Master Plan)
  - Public Works Facility Renovation
- City of Milton City Hall Master Plan
- City of Smyrna
  - Fire Station #2
  - Reed House Event Center Conversion
  - Smyrna Adult Recreation Center
- Bartow County Clarence Brown Conference Center
- Cherokee County Airport Authority, Airport Terminal
- Cobb County Parks & Recreation
  - South Cobb Aquatic Center
  - Seven Springs Water Park
- Cobb County School System - multiple renovations at various schools
- Dawson County High School Stadium
- DeKalb County Community Development Senior Community Center
- Fulton County School System, IDIQ Contract for various projects
- Gainesville-Hall County Senior Life Center Renovation and Expansion
- Gainesville Parks & Recreation Fair Street Neighborhood Center
- Gwinnett County Parks & Recreation
  - Mountain Park Aquatic and Recreation Center
  - Bogan Park Community Center Expansion
  - Best Friend Park Redevelopment
- Newton County, GA
  - Judicial Center Expansion
  - Civic Center
  - Office Complex
- Paulding County Fire Station #11
- Sumter County Administrative & Agricultural Field Offices





**Project Experience in Rockdale County:**

- Rockdale County Recreation Support Buildings
- Johnson Park & Legion Field
  - Pine Log Park
  - O'Neal Park - Concession / Restroom Building

- Eckerd Stores (2)  
Fieldstone Plaza Shopping Center Renovation  
Honey Creek Commons Rockdale Hospital  
Kauffman Tire Store  
Milstead Medical Office Building  
Tire Plus  
Winn Dixie Grocery Store





### **SPECIAL CAPABILITIES, TECHNIQUES, AND RESOURCES THAT WILL BE CONTRIBUTED TO PROJECT(S)**

#### Capabilities

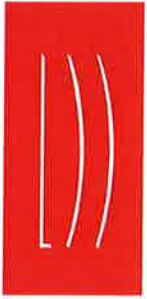
- LDD's Dedicated Government Studio with over 30 years of experience with local counties, including Rockdale County, as well as municipalities, state and federal agencies;
- Workload is such that the Team can begin work immediately upon notice to proceed;
- LDD meets the insurance requirements for your project;
- Relevant experience as well as the lessons learned from planning and designing the most functional facilities while meeting the budget and schedule of your project;
- Real-time knowledge of cost for new construction projects that will help ensure budget is met during design.

#### Techniques

- Collaborative workshop for interaction and input from Rockdale County staff to help provide needs;
- Cost management measures will begin at the programming phase of the project;
- Produce program data sheets of space of the proposed facilities;
- Use Excel program for space need and cost;
- LDD has various systems in place to ensure that the quality documents and design meet the owner's intent and requirements;
- Communications between all key project players is emphasized throughout the project.

#### Resources

- Studio-based staff that is dedicated to municipal projects;
- The owner of LDD, Mr. Rowland Davidson will be Principal in Charge of your project. He brings over 40 years of design experience to the project and will be actively involved;
- Eight (8) registered architects, two (2) registered interior designers, LEED Accredited professionals, and production designers;
- Revit (BIM) program is used to develop floor plans, elevations and models to help User understand space needs.



# Approach







As Architect of Record, the Lyman Davidson Dooley Team has three overall roles: programming manager, architect responsible for the development of the project's design, and construction administrator. In the first role, we work with Rockdale County to define the project's goals and priorities that address the needs of the County. In our second role as building architect, we are responsible for taking the goals identified during programming and seeing that they are achieved within the stated budget. In our third role, we are responsible for observing the work of the general contractor to assure compliance with the approved construction documents. In this role, we act as the Owner's representative and will respond quickly to unforeseen conditions, conflicts and changing priorities.

LDD will utilize On-Site Design Workshops to streamline the Programming and Schematic Design phases. These work-shops are successfully utilized for all of LDD project types. This series of two-a-day meetings with the end users and local representatives, allows the programmatic needs to be confirmed on the first day, which leads to multiple site and floor plans sketches being produced on the second day and then conceptual elevations and 3D sketches being shown to the client on the third day. The Owner participates in hour long, 10am and 4pm meetings each day to provide input and feedback and at the end everyone has buy-in to the design concept that we call the completed Schematic Design. What makes the workshop approach ideal for this project is the ability to "kick the tires" during the design session and thereby quickly test ideas that might otherwise be limiting.

A preliminary budget check takes place to compare the desired building program with the budget and adjusting the program until it is aligned with the budget. If this exercise does not take place early and continue through the design, the project will be in a constant state of stress and leading to disappointment as a result of being over budget. We are committed to a team effort with regards to the budget. We typically utilize the services of a cost estimator who will develop a cost model during programming that will serve as a budgetary roadmap for the remainder of the project.

The following briefly explains the Design Team's approach to successfully manage this project from kick-off to close-out.

#### **On-Site Design Workshop**

The LDD Team will continue to utilize On-Site Design Workshops, led by Rowland Davidson and Ben Starks, as a means to totally immerse the LDD Team and Rockdale County in the design process as the project is further detailed. Each workshop integrates the involved parties into the decision making process and the project development. Representatives from end user groups (fireman, police officers, administrative staff) may be invited to participate at the County's discretion. Decisions made during the design of a facility must be interactive and create a sense of ownership for both Rockdale County officials and long-term end users.





## **Building Needs Identification**

### *Project Planning*

Building on the work done during Conceptual Design, the LDD Design Team will meet with Rockdale County at the beginning of the project to verify the development direction of the Conceptual Design. The preliminary 3D Revit model will be further developed to allow more detailed discussions to be held for each individual program component. The Owner and Design Team will verify that County and user group requests have been properly integrated into this part of the project. The Team will incorporate any revisions and comments into a Final Schematic Design drawing package, including floor plans, exterior elevations, building sections and views of key building components. The civil, structural, mechanical and electrical consultants will revise the narratives as needed to describe the building systems necessary to implement the Schematic Design shown on the architectural drawings.

Any specialized design systems and components should be included in the early part of the design process and identified separately during pricing exercises to allow the project Team to track their cost relative to the entire project budget. LDD has utilized this process on numerous facilities in the past to determine when something may need to be revised or bid as an alternate. The conceptual cost estimate will be updated utilizing the final Schematic Design drawing package and written narratives. The Design Team will review a draft of the estimate with Rockdale County for accuracy and incorporate any revisions into the final schematic estimate which will then be presented to the Owner's Team.

LDD designs each project to comply with the established 2010 ADA standards and codes. We have an Accessibility Specialist on staff that reviews drawings for ADA compliance and is current on the latest ADA requirements. LDD has developed a working relationship with the State ADA Coordinator's Office for assistance in interpreting part of the ADA Title II requirements which Rockdale County must meet. Focused reviews of the drawings occur in both the Design Development and Construction Document Development Phases of the project.

### *Building Materials and Furnishings*

Flexibility and cost savings, both immediate and long term will be further discussed with Rockdale County during the final selection of exterior and interior building materials and systems. Building materials both inside and outside the facility must be durable and low maintenance, but also work within the project budget. The LDD Design Team will review performance and cost of proposed materials and systems with Rockdale staff to ensure all decisions are informed decisions.



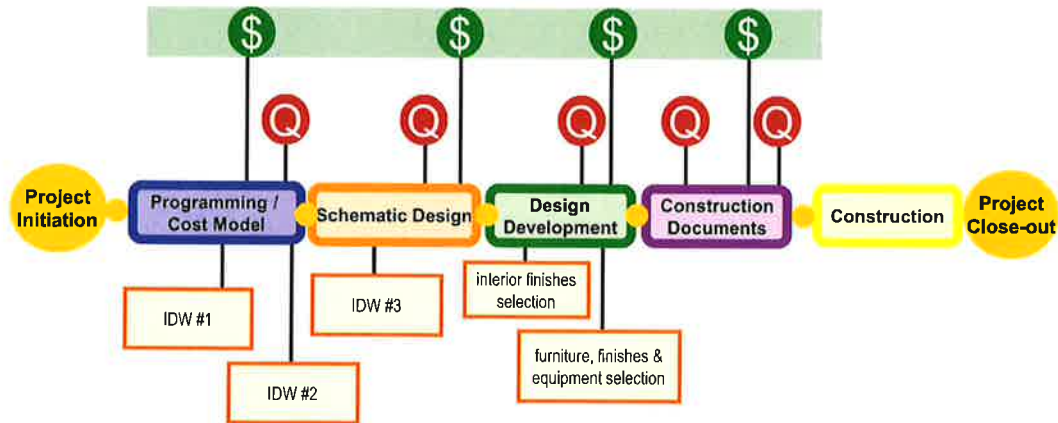
Although this is not a LEED (Leadership in Energy & Environmental Design) project, LDD encourages owners to consider systems that follow LEED principles. A number of these principles can provide an owner long-term operational savings, costs that are usually not covered by bond funding, for minimal up-front costs.

LDD has a full-service Interior Design Team in-house. This Team will work with the architectural Team in the selection and specification of finishes, furniture, fixtures, and equipment for Rockdale County facilities. Milli Dunkin will lead the interiors Team to select the products that best meet the specific needs of your projects. This Team understands the product requirements of local, state, and federal agencies, and has provided the full range of interior design services for many counties, including Rockdale, Gwinnett, Cobb, Forsyth, Douglas, Coffee, to name a few.



### Construction Document Development

The design of your renovation and/or addition projects will follow a well-defined process that LDD has developed over many years of practice. The graphic below shows the basic phases that each architectural project goes through, and we have integrated the Design Workshop into the process time line.



Once the County staff has approved the schematic design and cost estimate for a given project, the LDD Design Team will proceed with the standard process of developing construction documents suitable for bidding. Key County staff, the owner’s side of the “Project Team”, will stay involved in the development process, bringing in critical staff for review meetings at the appropriate times. The Design Team has found that a review, within a set time frame, of the Design Development drawings and draft specifications is helpful in developing the final documents. It also continues to provide Rockdale County staff a sense of ownership in the project.



In order to maintain the overall project schedule, intermediate reviews during the Construction Document phase should be attended by key County staff. Past experience has shown that coordination meetings with the Owner’s core group and the full Design Team (including engineers and other specialty sub-consultants) are very productive. Multi-discipline questions can be addressed immediately and expedite the approval process. Having the entire Design Team and Owner’s Team together at one time reinforces the concept that everyone should be working toward the same goal, and the communication lines between each member of the Project Team are truly open.

Prior to issuing documents for Owner review, LDD conducts an in-house review of the entire Design Team’s drawings and specifications. David McBrayer, serving as an experienced “fresh set of eyes”, will review the documents for coordination and constructability as well as verify that the project’s stated goals are being met. This approach reinforces LDD’s goal of providing staff continuity for the duration of the project, and helps insure that the County’s goals for the project are met.

The standards and format for final drawings and specifications for a given project will be reviewed with the Owner prior to the beginning of design production. LDD utilizes AIA and CSI standards in the preparation of construction documents and specifications, and has the ability to provide the final product in hard copy or a variety of digital formats. Standard formats are also utilized for meeting minutes, addendum(a) issued during the bid period, field reports, and sketches and clarifications issued during construction. Electronic communication, both written and graphic, is utilized when appropriate to speed up notification and response times.



**Permitting**

LDD has seen the time for permit review has increased. New codes (that went into effect January 1, 2020), can often slow down the process as officials work to understand the changes and develop new interpretations. To expedite the process, the Design Team will schedule a pre-submittal meeting with the appropriate agencies at the end of the Design Development phase to introduce the project to the permitting authorities' staff. This provides the staff an opportunity to express any concerns or questions they may have about the project and gives the Design Team the opportunity to address these prior to the actual permit submittal. We are familiar with the sequencing of events that needs to occur with the various permitting agencies in order to have a smooth approval process.



**Construction Contract Administration**

We will ensure you that Ben Starks, Senior Project Manager and Pat Whalen, Project Manager will remain involved in the project to provide Construction Contract Administration responsibilities. This Team will be familiar with the drawings and their history throughout the process and will continue to be involved during this crucial phase. The LDD Team typically follows the AIA Guidelines for Construction Contract Administration services and will provide any additional tasks as outlined in the Owner/Architect contract.

Communication during Construction Contract Administration is an important task, and in order to be effective, the Team will continue to be sensitive to project costs and design intent. They will remain in close contact with key Rockdale County staff and the general contractor by communicating vital project information, via hardcopy and/or email, which will be included in the final project file. In addition to monthly OAC meetings, LDD will conduct intermediate conference calls (or Zoom calls) with the owner and contractor to keep all parties current on project status. The Design Team believes in being proactive during construction and working with the County and general contractor to develop solutions to problems that have the least impact on schedule and cost. At the same time, the LDD Team realizes that we will be working for Rockdale County and not the general contractor, so we must keep watch to protect the owner's interest and be good stewards of the County's money.

