SECTION 3

PROPOSED SOLUTION

RFQ 21-0914 - SUPERVISOR OF ELECTIONS BUILDING DESIGN SERVICES

PROJECT MANAGEMENT PLAN

KMF projects typically follow the steps below. We can add any steps at the request of Lake County. These steps ensure proper criteria documentation and complete coordination with the client, user groups, all team members, and sub-consultants.

KMF'S TOP THREE FACTORS THAT ARE KEY TO A SUCCESSFUL RELATIONSHIP:

1 LISTENING

KMF has numerous project examples identified throughout the proposal where we provided the similar type of services required by Lake County. In all of them, we listen to the client, provide feedback and expertise, and allow each party to respond to each other.

- Your needs/concerns will be heard.

2 EXPERIENCE

Our experience includes hundreds of private and municipal projects and multiple long-term relationships with new, renovation, and remodel programs. On top of all of our municipal, new construction, and continuing services experience, the KMF team has also: designed **multiple headquarters, offices, and shops**, performed in emergency situations for clients, worked on unfunded projects, and is willing to get dirty to get the job done.

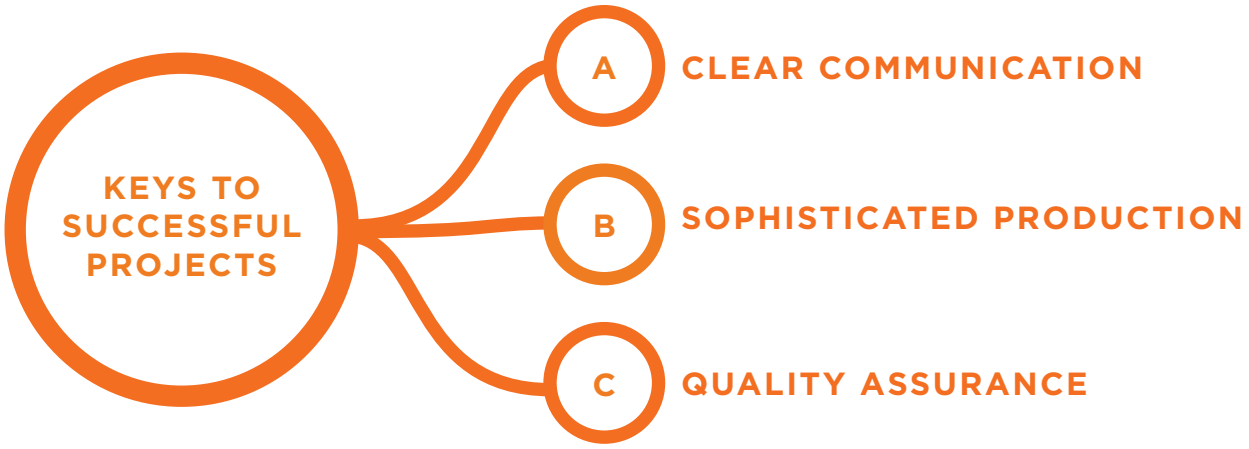
- Your facility requirements will be met.

3 DELIVERY

KMF consistently delivers our projects On-Time and On-Budget. Our staff has the experience in estimating, design and construction to keep budgets in check while providing the design you deserve. Our team is ready and willing to meet any and all deadlines, and regularly performs under tight schedules.

- Your schedules will be met.
- Your budgets will be met.

We will be honored to be your Architect for your new Supervisor of Elections Building



A CLEAR COMMUNICATION

IDENTIFICATION OF KEY TEAM MEMBERS

KMF, in conjunction with Lake County, will identify the key members of the required user group's representatives, the project team, and the subconsultants. KMF creates an outlook email project group so all communication will be documented, including recounting of video conferences and phone conversations, so that all project decisions are recorded for the entire project team.

APPROPRIATE SCHEDULE

A timeline of target dates for the completion of significant review milestones will be established, along with an appropriate review period for your submittal review and approval. Actual construction start date will be driven by the availability of funding, project delivery method, and impact on user operations in occupied buildings. We will work to meet your requirements and monitor the schedule throughout the design process through our regularly scheduled project meetings.

SPACE PROGRAM VERIFICATION & PRELIMINARY DESIGN COORDINATION

Data collected using our space programming survey technology and in-person (or virtual) meetings will be recorded and copies distributed to the Owner's representative and key members of the design team (by email and/or hard copy) if required by the owner. After concurrence or response, changes are made to the program and statement of needs if required. Thereby, all parties begin with the same understanding of scope, programming and existing conditions. In addition, weekly or bi-weekly meetings (depending on scale and scope) of key team personnel are held to coordinate design input of all disciplines throughout the preliminary phase. Preliminary cost estimates are developed and continuously revised, and your project manager will verify during these meetings that the requirements of the project in this phase are met.

B SOPHISTICATED PRODUCTION

PRELIMINARY DESIGN VERIFICATION & FINAL DESIGN COORDINATION

Before concluding preliminary design, the team will review all disciplines to resolve any space conflicts by checking drawings for all disciplines against previous memoranda and program notes and will develop a preliminary construction budget. Then, meetings of all disciplines are held to coordinate the final building systems. Any space conflicts will be identified and solutions worked out to the satisfaction of all disciplines and client needs. The project budget is updated again for the client's review and necessary changes to the project are made if funding and estimates are not aligned.

DRAWING & SPECIFICATION COORDINATION

Early in the final design phase, a series of meetings will be held between members responsible for drawing production and specifications to coordinate terminology before recording notes on the drawings to assure that the specifications and drawing notes are consistent and also avoids any misunderstandings. Standard terminology for this job is established based on **KMF and Owner Standards**.

QUALITY CONTROL DURING DESIGN

The project manager will be responsible for seeing that final checking and coordination of all drawings at or near the end of the final design phase is accomplished. Conflicts, if any, are noted and appropriate drawing revisions are made before final release. During the same period, the team makes a final review of drawings and specifications to verify that all project scope items are included and that the project is on budget.

C QUALITY ASSURANCE

SHOP DRAWING REVIEW

Although quality standards are prescribed in the trade sections of the specifications, the review of the shop drawings prepared by trade contractors provides an opportunity for a final check to verify that the products and equipment meet the requirements of the construction documents and the needs of the project and owner.

QUALITY CONTROL DURING & POST CONSTRUCTION

Strict adherence to quality standards in materials furnished to the job site and in workmanship is essential. A pre-construction meeting is scheduled with the contractor several weeks prior to the commencement of the work where detailed requirements of materials and workmanship are discussed with the trade contractor's superintendent and job foreman to clarify expectations and define the lines of communication. Observation of the work at frequent intervals during construction and a written report is generated. Post construction, problems that occur during the warranty period, if any, can often be resolved by a simple phone call to the contractor by the Owner.

SUBCONSULTANT EXPERTISE

We understand the need for using the highest quality consultants. For this project, we have intentionally chosen talented consultants that we have worked closely with before. Based on the project size and complexity, KMF has chosen the following sub-consultants for the specific project scope:

TLC ENGINEERING SOLUTIONS [MEP ENGINEERING / STRUCTURAL ENGINEERING / TECHNOLOGY]

TLC has designed MEP, Fire Protection, Structural, and Technology systems for over 200 public safety projects within the last 10 years including city halls, police stations, fire stations, emergency operation centers, data centers, courthouses, and county government buildings. They will utilize their extensive experience to design an energy-efficient, hurricane-hardened, and fully integrated communications and technology system to protect personnel and property 24 hours a day, seven days a week. TLC's design approach focuses on an integrated design process by incorporating a sustainable and energy-efficient design effort early in design development. All engineering design disciplines are included in the initial design charette or project kick-off to establish primary design considerations and preferred design strategies for accomplishing sustainable and energy use goals.

With sustainable design in mind, TLC will focus on the structural integrity of building including the enhanced area for hurricane hardened design, efficiency of HVAC systems, electrical systems and lighting plans, plumbing, fire protection, acoustics, communications, security systems, and energy conservation issues. TLC's approach will also include integrating all building systems to allow for a 24-hour operation during emergency events. They will perform a comprehensive evaluation of anticipated needs including enhanced structural capacity, emergency or redundant power supply, redundant communication, data distribution, backup HVAC, as well as potable water and sanitary conveyance to support the facility occupants for extended periods. It is also important to not only address the present use of a building during design, but also discuss and address its possible future uses.

Mechanical - TLC's approach will include the analysis of energy design options utilizing VE Pro energy modeling programs to comprehensively evaluate building envelope, lighting, and HVAC energy loads and consumption allowing the design team to effectively evaluate unlimited "what if" scenarios to explore potential energy savings. Effective strategies may include the incorporation of a sophisticated controls system to accommodate reduced system operation for facility unoccupied modes as well as the evaluation of enhanced efficiency and energy recovery systems. Equally important is the ability to calculate anticipated payback periods or rates of return on premium costs associated with advanced energy systems. High efficiency HVAC equipment and air distribution concepts including underfloor air, ventilation heat recovery, and CO2 optimization of ventilation air will all be considered.

Electrical - The lighting and lighting control within the facility will be carefully reviewed and analyzed. TLC's electrical design team utilizes sophisticated lighting modeling software and techniques to effectively predict lighting atmosphere and address lighting challenges or concerns. In addition to using LED fixtures, they design control systems, such as occupancy sensors and dimming zones, for the lighting installation to improve energy efficiency and increase capabilities of LED lighting.

Plumbing - Sustainable design considerations for the plumbing design approach will be to minimize domestic potable water consumption through innovative design practices and incorporation of modern and proven systems and products. Fixtures may include metered faucets, low flow fixtures, and use of reclaimed water. With the heightened interest for potential health concerns, TLC designs will incorporate several design features including hands free sensors to avoid spread of infectious diseases.

Structural - With extensive experience with similar facilities, TLC understands the importance and critical use of public service facilities due to their fundamental mission to support the community during weather events or deteriorated service conditions. TLC's structural team will utilize the latest in structural engineering software and modeling and will explore all possible framing systems and options to provide the most economical design to maximize construction cost as well as safety/serviceability while meeting design requirements for a hurricane hardened facility.

Communications-Technology - TLC incorporates technology into their building designs to enhance functionality and protect building users and property. TLC brings a seasoned design staff comprised with technology credentials of Registered Communications Distribution Designer (RCDD), BICSI specialty credential; Certified Technology Specialist (CTS); CTS-D audio-visual designers; Electrical Engineering specialists in the technology field; along with Crime Prevention Through Environmental Design (CPTED) and Physical Security Professionals (PSP). They understand high-security facilities require distinct interior circulation systems for employees and the public; intrusion detection devices; and secured entrances, exits, parking, and perimeter. In addition to working with Lake County and KMF on the facility design, TLC will coordinate with civil and landscape designers to develop the best system for the site and building entry; conduct vulnerability assessments; and evaluate the impact of construction and design changes to ensure the integrity of the overall system.

TLC's diverse experience in the design and implementation of security systems for many clients has included Video Surveillance Systems (VSS) manufactured by Avigilon and Access Control Systems (ACS) manufactured by RBH. Their design team is fully aware of their capabilities including body temperature scanning, occupancy counting, or social distancing recognition, as well as next-generation analytics, including facial recognition. Being familiar with their features in HD cameras, they can design the system to maximize effectiveness by arranging them to cover more area, which leads to lower installation and maintenance costs. TLC is also knowledgeable of their "smart card reader" and the proximity card reader line and will design the ACS reader and door controls to suit your needs for the facility. Their ACS design will provide Lake County with the ability to control the doors needed for the Supervisor of Elections building to limit the access to secure areas to only the credentialed individuals, while keeping others and the general public out of those secure areas.

KPMFranklin
ENGINEERS • PLANNERS • SURVEYORS

[CIVIL ENGINEERING / SURVEYING]

KPM Franklin (KPMF) possesses critical experiences needed to execute this project in order to best fit the parameters and budget outlined in the solicitation. The KPMF civil design team has strong familiarity working on sites with significant slope, **having just completed a project with a 35' of fall and another with 60' of fall.** Additionally, KPMF's Senior Project Engineer, Murry Bullion, has previous experience with security measures. He was the **engineer of record for the Turkey Lake Headquarters of the Florida Turnpike which included the headquarters for Troop K of the Florida Highway Patrol and their secure holding area. He also provided civil engineering services at the maximum-security unit of the Coleman Facility.**

Civil Engineering - As a team, KPMF and KMF will incorporate all the initial project research and design data including surveying, right of way limits, existing topographic data, geotechnical reports, and proposed drainage systems into the project design. Together, they will evaluate the targeted location to determine factors influencing the design and as a team, develop a preliminary plan showing the entire site, building locations, fencing, security measures, circulation, hardscapes, and landscapes. The civil design team will prepare construction documents based on the approved design development plans and requirements and submit for review and approval at 30%, 60%, 90% and final plans. Permit packages will be prepared and submitted to all required permitting agencies. The team will provide assistance during the bidding and contracting phase and services during construction and permit closeout.

Surveying - KPM Franklin will also provide surveying services for this project including but not limited to boundary, topographic, ALTA/NSPS, tree and final surveying services. They have the added benefit of having their surveying and civil design team in proximity to work closely on meeting project requirements.

Coyle & Caron landscape architecture

[LANDSCAPE ARCHITECTURE]

Coyle & Caron is currently working on three projects with KMF Architects. They are providing landscape architecture services for: a building renovation project at UCF's Downtown Campus; a new pump house for the pool at Bill Frederick Park (City of Orlando) and a new Training Facility for Orange County Fire and Rescue.

Landscape - Coyle & Caron will approach the landscape design for this project with the following considerations: integrated planting, grading and storm water design; Florida-friendly, native/adapted species with an emphasis on resilient plants, low water demand and low maintenance, **using plants to meet energy and environmental design goals for the building (ie. shade on west side to reduce HVAC demands);** code compliant planting for parking areas, drive aisles, and buffers, and thoughtful planting design for site and building entries. They will familiarize themselves with the security guidelines referenced in the RSQ and ensure that the landscape design meets or exceeds the security requirements.

GEC Geotechnical and Environmental Consultants, Inc.

[GEOTECHNICAL ENGINEERING]

Geotech - The northwest quadrant of Lane Park Road and SR 19 is characterized by rolling terrain with site grades that vary from +110 ft to +75 ft NGVD, a difference of 35 feet. Soils at the site are Candler sands, which are highly permeable with a relatively deep groundwater table. Since significant changes in site grades will be required for this project, a critical geotechnical consideration will be accurate groundwater depth measurements in proposed cut areas. Classification of the soils in cut areas will also be important to determine their suitability for use as structural fill in low areas. Groundwater level measurements and soil permeability testing will be needed in proposed stormwater ponds to assess the feasibility of dry retention ponds and/or the control elevation for a wet detention pond. Based on the building type proposed, shallow spread and strip footings should be suitable for foundation support. Due to the deep groundwater table, a limerock base can be used in design of the site pavements.

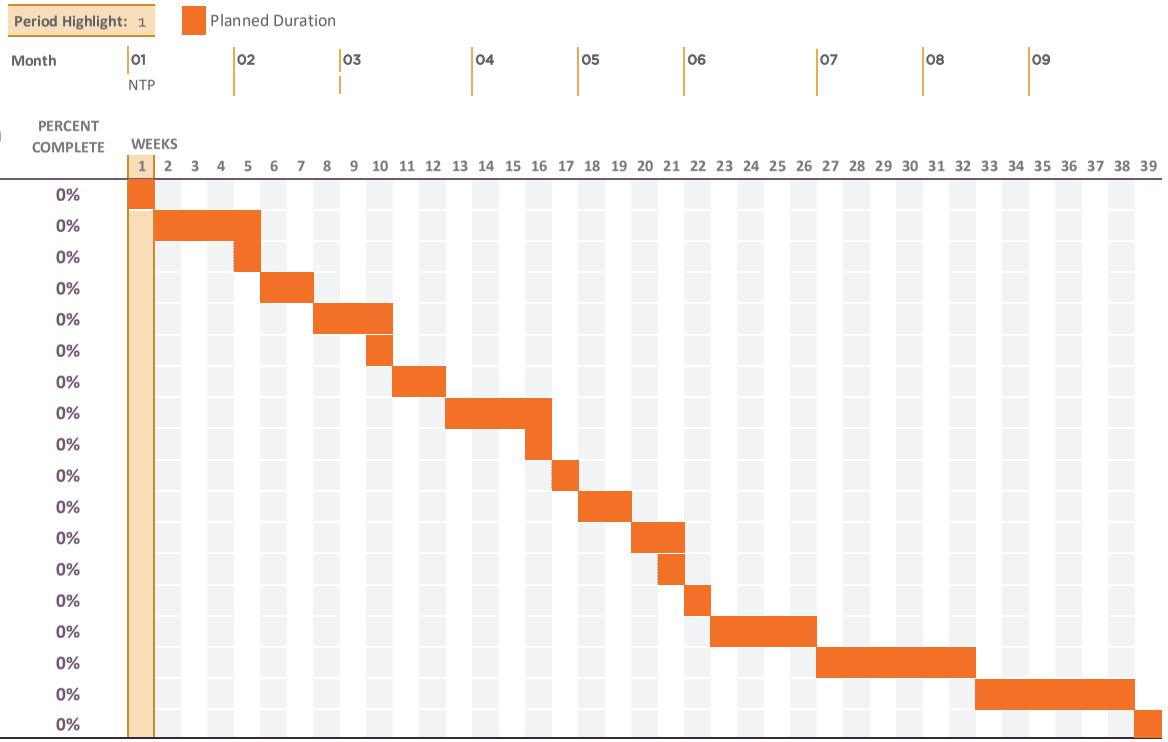
vhb

[ENVIRONMENTAL CONSULTING]

Environment - Based on the provided site location information and concept plans, several environmental issues will need to be considered as part of the site development process. It appears from the provided survey that wetlands are located along the western extents of the site and can be avoided using a 25 foot buffer, thereby avoiding the need for wetland permitting. Floodplains have also been provided on the survey and it appears that some encroachment may be necessary based on the concept plans. If the floodplain cannot be avoided, floodplain compensation will be required to comply with state statutes.

The site appears to have been historically utilized for agricultural purposes with portions that appear to have naturalized into native habitats. Therefore, a Phase I Environmental Site Assessment and a general protect species survey (if not yet completed) will be conducted concurrently to determine the potential for environmental constraints. It is possible that species specific surveys may be required as the site contains habitat or site characteristics with the potential for several listed species including the federally listed sand skink, eastern indigo snake, Florida scrub-jay, wood stork, and bald eagle, which is protected under a separate act. State listed potential species within the project area include the gopher frog, gopher tortoise, short-tailed snake, Florida sandhill crane, burrowing owl, Sherman's fox squirrel, and Florida mouse. In addition, there is the potential for 17 federal or state protected plant species to occur. A Phase I Environmental Assessment report will be provided. A Biological Site Assessment Report will be prepared for use with stormwater permitting and/or US Fish and Wildlife Service/Florida Fish and Wildlife Conservation Commission consultation. Should species specific surveys be required, such as those for sand skinks and gopher tortoises (given the onsite habitats, soils, and elevations, all survey protocols will be followed. Should protected species be found, consultation, permitting and mitigation requirements will be presented, and a strategy formulated to obtain necessary state and federal approvals with respect to protected species.

Supervisor of Elections Building



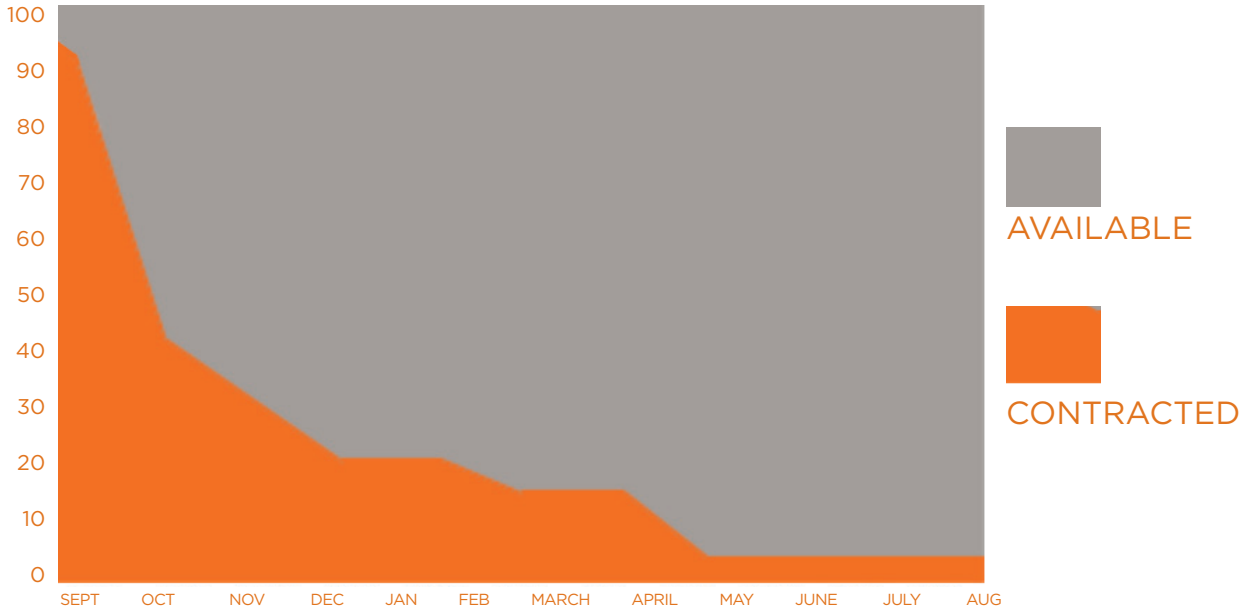
ACTIVITY	PLAN START	DURATION	PERCENT COMPLETE
Project Kick Off	1	1	0%
30% Design Coordination with Team	2	4	0%
30% Design Documents Delivered to Client	5	1	0%
30% Owner Review	6	2	0%
60% Design Coordination with Team	8	3	0%
60% Design Documents Sent to Client	10	1	0%
60% Owner Review	11	2	0%
100% Design Coordination with Team	13	4	0%
100% Design Documents Sent to Architect	16	1	0%
100% Design Documents Sent to Client	17	1	0%
Owner Review	18	2	0%
Team Coordination in Response to Owner's Comments	20	2	0%
Send Signed and Sealed Documents to Architect	21	1	0%
Deliver Signed and Sealed Documents	22	1	0%
Bid	23	4	0%
Permitting	27	6	0%
Procurment - Contract	33	6	0%
Construction Start	39	1	0%

PROPOSED PROJECT SCHEDULE

KMF ARCHITECTS

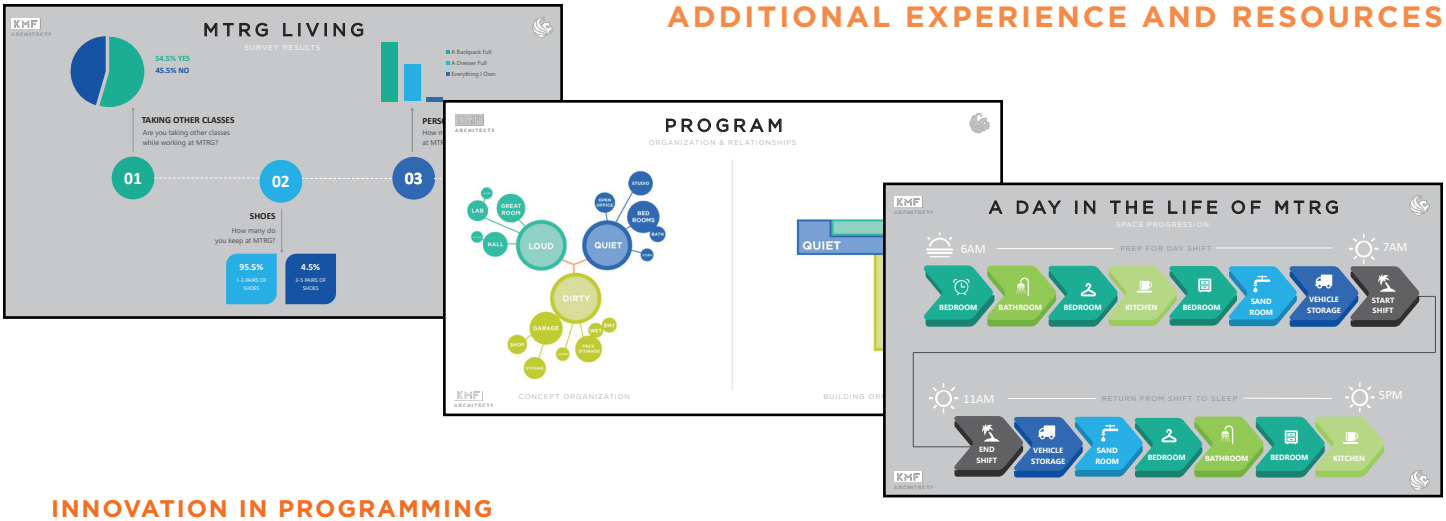
OVERALL WORKLOAD

2021 - 2022



KMF Architects maintains a staff level that can accommodate your project. Our current contracted workload is reflected in the graph above. While currently working near capacity, a significant amount of staff availability will be realized in the next 60 days.

KMF Project Name	Client	Status / Phase	Total Fee
Central Energy Plant Study	Daytona State College	Study / Report	$ 34,230.00
Corrections Mental Health Assessment	Orange County	Study / Report	$ 83,827.00
Fire Station 12 Plenum Investigation	City of Orlando	Study / Report	$ 18,900.00
Tangelo Park Community Center	Orange County	Programming	$ 352,653.00
Bithlo Highway Maintenance Building	Orange County	Programming	$ 89,456.00
Corrections North & South Perimeter Bldgs	Orange County	SD	$ 279,991.00
Courthouse Elevators	Orange County	SD	$ 24,946.00
Mennello Signage	City of Orlando	SD	$ 2,880.00
Millican Offices	University of Central Florida	SD	$ 24,000.00
Citrus County Coke Courthouse	Hanson	SD	$ 143,300.00
History Center - Lobby Store	Orange County	DD	$ 22,692.00
Fire Rescue Training Facility	Orange County	DD	$ 1,959,930.00
Mosquito Control Facility	Orange County	DD	$ 499,898.00
Shakes Theater Reroof	City of Orlando	CD	$ 201,386.00
Shakes Theater Structural	City of Orlando	CD	$ 57,840.00
Pump and Splash @ Bill Frederick Park	City of Orlando	CD	$ 79,901.00
SGM - Shakes HVAC	City of Orlando	CD	$ 16,400.00
Emergency Shelters	Orange County	CD	$ 180,687.00
Downey Park Pickleball	Orange County	CD	$ 67,579.00
OCLS Library Alterations	Orange County Library System	CD	$ 91,367.00
President's Drive Air Quality Monitoring System	Orange County	CD	$ 18,963.00
Fire Station 5	Hanson	CD	$ 4,880.00
RHC Elevator Modernization	Orange County	CD	$ 41,055.00
OCFR - Radio Tower Expansion	Orange County	CD	$ 39,120.00
CMB Curtain Wall	University of Central Florida	CD	$ 123,090.00
SGM Beardall HVAC Equipment Yard Enclosure	City of Orlando	CD	$ 23,320.00
Winter Park Branch	Climate First Bank	CD	$ 49,500.00
Aviation Fuel Tank (T-1719)	Orange County	Permit / Bidding	$ 22,868.00
EOC - Fire Rescue HQ Reno Design	Orange County	Permit / Bidding	$ 299,312.00
Arena Smoke Control	Osceola County	Permit / Bidding	$ 12,800.00
Juvenile Justice Site Modifications	Orange County	Permit / Bidding	$ 61,684.00
Rogers Kiene Roof Replacement	City of Orlando	Permit / Bidding	$ 137,523.00
Fire Station 40 Restroom Renovation	Orange County	Permit / Bidding	$ 25,657.00
Fire Station 54 Metal Storage Bldg	Orange County	Permit / Bidding	$ 33,920.00
Leu House Welcome and Event Center	City of Orlando	Permit / Bidding	$ 55,937.00
Solar Sites - Fire Station 2	City of Orlando	Permit / Bidding	$ 24,525.00
Solar Sites - Fire Station 8	City of Orlando	Permit / Bidding	$ 25,155.00
Solar Sites - Fire Station 15	City of Orlando	Permit / Bidding	$ 23,425.00
NW Community Center Solar	City of Orlando	Permit / Bidding	$ 44,625.00
Architecture Building Canopy Cover & Rain Screens	University of Florida	Permit / Bidding	$ 230,000.00
Courthouse Annex ADA Operator Buttons	Orange County	Permit / Bidding	$ 10,840.00
Medical Examiners Office Safety Entrance	Orange County	Permit / Bidding	$ 15,335.00
Architecture Building Repairs (Roof & Balcony)	University of Florida	Construction Administration	$ 113,100.00
Solar Sites - Dover Shores	City of Orlando	Construction Administration	$ 42,975.00
Iron Bridge WWTP Warehouse Roofing	City of Orlando	Construction Administration	$ 38,285.00
Lawyer Office Renovation on Edgewater	Calvert Construction & Development, Inc.	Construction Administration	$ 15,000.00



INNOVATION IN PROGRAMMING

Every project that KMF has done requires some level of programming as it is paramount to a successful project. This helps us determine the user's physical requirements and functional criteria to satisfy the individual needs of the end user and project as a whole. KMF has several methods of generating information depending on the scale of the project, such as conducting unique, online surveys, in-person (or online) interviews, and data mining. After we collect this information, we analyze it, engage staff members, determine trends, synthesize the results, and share it with the Owner.

INNOVATION WITH BIM

KMF and its design team utilizes BIM throughout the design process. We use BIM to create and manage all information about a project. BIM allows the team to eliminate many of the inefficiencies and conflicts that arise during the construction process by building this project virtually. Preconstruction project visualization allows for improved communication, real-time coordination, and clash detection of building systems. By utilizing BIM throughout the design and preconstruction process, the team can perform model-based cost estimation which leads to reduced costs, mitigation of risks, and improved scheduling.

UNIQUE SOLUTIONS

KMF's team is deeply experienced in providing creative and cost-effective solutions for our clients. The team will explore new solutions, materials, techniques, and installation methods throughout the design process. These options will be discussed with Lake County as innovative solutions are, at times, unproven. Life cycle costs will be evaluated and a final solution in the best interest of the County will be provided. Suffice to say, the team is always motivated to find innovative solutions on every project and is led by the principals from all of the firms on the team. Lake County will receive the attention of senior staff, not only at the kick-off meeting, but throughout the project.

TECHNOLOGY AND EQUIPMENT

Our team uses technology and equipment to increase efficiency, quality, and the flow of the County's project. We hold the latest production software and we ensure our Consultants maintain updated and compatible software before bringing them on the project team. In addition, our team is equipped with Surface Pro Touch devices, which allows us to conduct field reports on-site, use digital sign-in sheets, share and review drawings on demand, sketch solutions with the Surface pen, create meeting minutes, and much more. Additionally, we hold continued and open communication through Microsoft Teams. This software allows us the ability to share screens and hold instant conversations to develop solutions on the spot. This combination of compatible software, live drawings, portable hardware, and communication software allows our team to work on this project seamlessly remotely or from home, if required to do so.