

# Request for Statement of Qualifications

RSQ - 21-0933 ON-CALL ARCHITECTURAL SERVICES

Documents Prepared for  
Lake County / FL



Contact Person:  
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Forefront Architecture + Engineering  
1230 Oakley Seaver Dr. #100, Clermont FL 34711

Phone: 888.850.3323  
Email: info@ff-ae.com



# SECTION 1

## Vendor Profile

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## STATEMENT OF INTEREST & UNDERSTANDING OF PROJECT

### Forefront Architecture & Engineering

1230 Oakley Seaver Dr. Unit 100  
Clermont, FL 34711

September 1st, 2021

### Bill Ponko

Contracting Officer  
Lake County

### **Reference: Lake County On-Call Architectural Services - 21-0933**

Dear Members of the Selection Committee:

Lake County's mission is to provide exceptional service; enhance and protect the quality of life for all Lake County citizens; facilitate a vibrant economy with an abundance of workforce opportunities; and exercise fiscal responsibility, while using innovative approaches and making well-planned decisions. We know this to be true because Forefront Architecture and Engineering, LLC is lucky enough to be located within Lake County, Florida. Not only is our office in Clermont, but the majority our employees live in Lake County and their children attend the local schools. **Lake County is a hidden gem that we are honored to call home.** Working for our home county would give us nothing but pride as we work to assist the local government and improve our surrounding areas, and for that Forefront thanks you for the opportunity to submit our expression of interest/Statement of Qualifications to Lake County for the **Professional Architectural On-Call Services**. This opportunity is near and dear to our hearts as it affects not just our jobs, but our homes and our families.

### **Dedicated and Experienced Local Team**

A resident of Leesburg, and leading Forefront team is our Principal-in-Charge, **Todd Drennan, AIA**. He will guide our team and remain involved from inception through completion of each and every project. Todd will use his recent experience to bring your vision to life. In addition, our Staff Architect **Patricia Mugnol**, a resident of Clermont, has an imagination that truly knows no bounds and she endeavors to make each project more special than the last. Working alongside Todd and Patricia is a qualified team of specialized staff that will ensure the project is in compliance with all the County's requirements. Because our firm is comprised of both architects and engineers, there is a full spectrum of understanding the building industry needs and objectives. These professionals have a combined background of well over 100 years of construction and related engineering & architecture experience. This depth of knowledge and experience embodies specialties in all facets of commercial, industrial, and institutional projects. Additionally, our team includes **RVI Planning & Landscape Architecture & TFE Consultants**. This is a proven team who understands the importance of accessibility and exceeding your expectations.



**Forefront has reviewed and analyzed the referenced RSQ regarding On-Call Architectural Services and we understand and comprehend the statement of work and are prepared to meet all requirements.** We have analyzed our current project workload and we've determined that based upon contract award in the 3rd or 4th quarter of 2021, we can anticipate a commencement date shortly after receipt of contract award. We expect to accommodate the scheduling and completion of all incoming jobs in a timely and efficient manner.

Should you require any additional information, please do not hesitate to contact the undersigned directly.

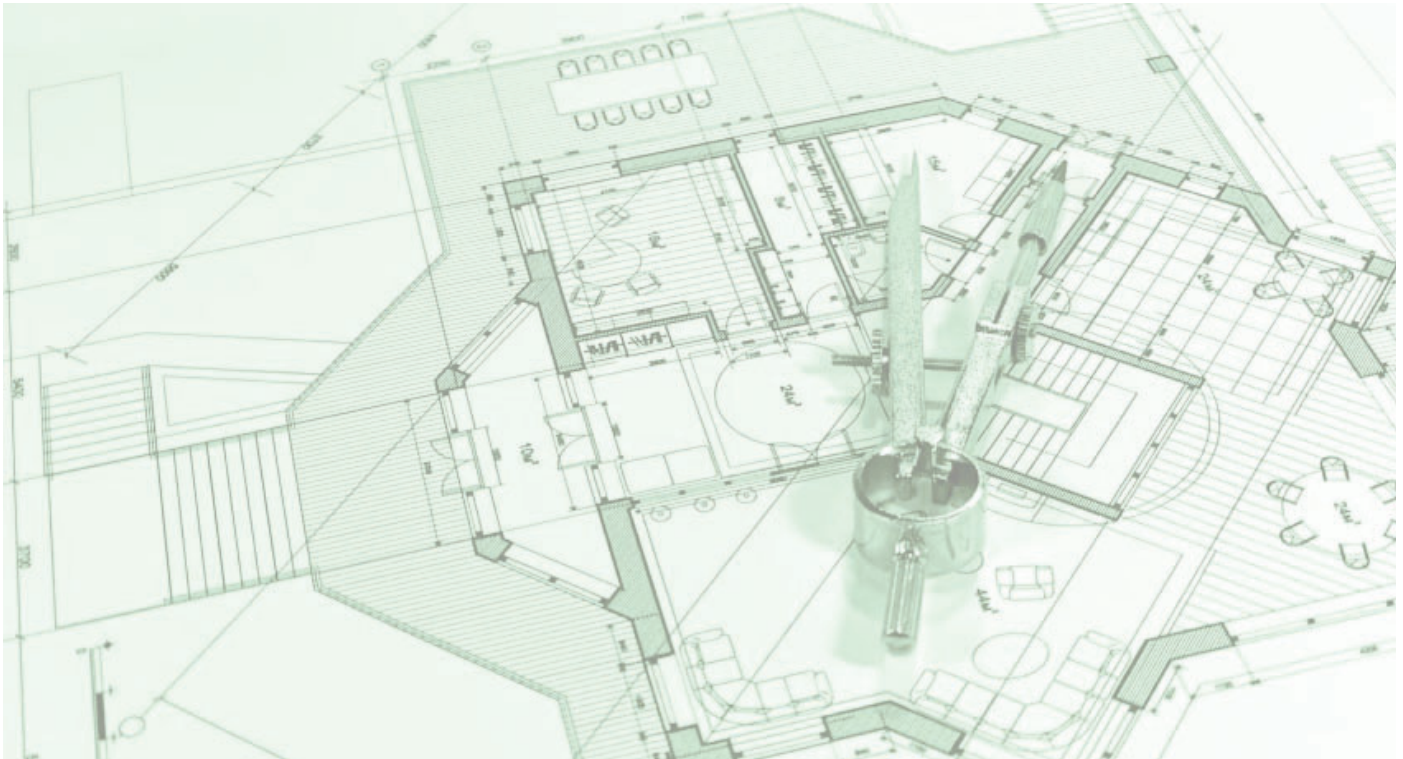
Sincerely,



Todd Drennan  
Vice President of Architecture



Hans Bentzon  
Chief Executive Officer





## FOREFRONT BACKGROUND

**Forefront currently has a staff of over 30 architects, structural engineers, inspectors, quality assurance experts and administrative staff.** Since our founding, Forefront has grown steadily in both public and private sectors. Forefront provides our services in a variety of different market sectors including commercial, institutional, residential, healthcare, retail, and hospitality/entertainment.

Forefront, is an architectural and engineering firm that brings together the talents of registered design professionals offering exceptional services. As our firm is comprised of both architects and engineers, there is a full spectrum understanding of the building industry. Our professionals have a combined background exceeding one hundred years of construction and related experience. Our depth of knowledge and experience brings together specialties in all facets of civic, educational, commercial, hospitality, industrial, and residential projects.

The firm is further enhanced with management and support personnel merging decades of direct personal knowledge and expertise. This total package insures each venture has the correct personnel in a direct supervisory position insuring effective project development while being properly staffed to meet demanding project requirements.

Forefront has experience designing ground up projects as small as 500 square feet and as large as 50,000 square feet. We have also accomplished many remodels or finished shell buildings. These projects are sometimes simple single use structures, as well as are complex with multiple occupancies. **Our team members are cross-trained in various disciplines which allows us to move personnel from project to project with ease. We can scale our team to meet the needs of each client in a timely manner.**

The goal for every design project is to provide our client with the most efficient utilization of energy, space, and finances. This practice results in a design solution which is most advantageous to the Owner. The Forefront philosophy "is to know each client's needs and expectations and to provide sound and innovative architectural and engineering design and to exceed your expectations." In order to bring this philosophy to life, we live by these stated goals:



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## CORE VALUES

### INGENUITY

Our staff consists of apprentice level to expert level professionals who all share the belief in continual development of knowledge. This process allows Forefront to deliver services that are both creative and innovative. We don't perceive challenges as problems, but rather as opportunities.

### INTEGRITY

At Forefront we practice honesty and ethics in all aspects of business both internally and externally. We strive to develop relationships that are in essence partnerships. In addition to our operational practices, integrity is at the "forefront" of our design methodologies.

### QUALITY

We strive to achieve the highest quality standards in every undertaking. It is Forefront's primary objective to exceed expectations in every way. Our passion, diligence, and accountability ensure that unparalleled service is provided on a consistent basis. Effective designs and service are what we deliver.

### FLEXIBILITY

Forefront understands the importance of adapting to market and client needs. Our willingness to change allows us to be both reactive through rapid response and proactive by reaching beyond typical boundaries. Flexibility provides a level of service that enables our clients to be resilient while maintaining a continuity and competitive edge.



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# ADDITIONAL FIRM INFORMATION



## All-Inclusive Service Serving a Diverse World

**At Forefront, we wear our history with pride.** We are 27 years young and like the built environment we design, the quality, sustainability and strength of our foundation is integral to our longevity and purpose. Originally starting back in 1994, Lindemann, Bentzon, and Bojack gained a reputation as one of the most highly respected firms earning a solid notoriety for completing projects ahead of schedule and below budget. In 2014 Forefront arose from Lindemann, Bentzon, and Bojack and have continued on their legacy maintaining the old relationships while garnering new ones.

Forefront understands that to holistically serve our clients, delivering innovative design solutions is not about the whole picture. **We believe a firm must embody the core values of Flexibility, Ingenuity, Quality, and Integrity.** However, without question, the most important factor in Forefront's success and longevity is the quality people that comprise the Forefront team. As a multi services firm, developing our staff is integral to the cross utilization of resources and optimal efficiency and productivity of our team. As such, Forefront professionals are agile, flexible, and strategic.

## SERVICE BEYOND DESIGN

### CORE COMPETENCIES

- + Architecture
- + Structural
- + MEP
- + Interiors



## QUICK FACTS

- + Over **90%** of our work comes from repeat clients
- + **30 employees** - 52% have been with the firm 10+ years
- + Professional architects and engineers licensed in **42 states**
- + Project experience nationally and overseas

## COMPANY SNAPSHOT

DUNS: 073640915

NAICS Codes:

- 5413** - Architectural, Engineering and Related Services
- 541310** - Architectural Services
- 541330** - Engineering Services
- 541340** - Drafting Services
- 5414** - Specialized Design Services
- 541410** - Interior Design Services
- 541420** - Industrial Design Services

## LICENSES

- + AA26002939
- + CA30900

## CERTIFICATIONS

- + LEED
- + WELL
- + GREEN GLOBES
- + FEAR FREE PROGRAM



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# ORGANIZATIONAL CHART




**Hans Bentzon**  
Forefront CEO




**Chris Smith**  
VP of Engineering



**Todd Drennan**  
VP of Architecture




**Dan Helman**  
CFO




**Mike Vitale**  
Ops Manager




**Patricia Mugnol**  
Project Manager



**Roberto Bonet**  
Production Manager



**Project Managers**  
Qty (8)



**Production Staff**  
Qty (20)

## Subconsultants



**RVi Planning**  
Landscape Architect  
Planning + Landscape Architecture



**TFE CONSULTANTS**  
MEP Engineer  
Engineering Solutions For Design Challenges



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## LICENSES / CERTIFICATION

JURISDICTION	SERVICE	LICENSE NUMBER
FL	Architecture	AA26002939
FL	Engineering	CA30900



# *State of Florida Department of State*

I certify from the records of this office that FOREFRONT ARCHITECTURE & ENGINEERING LLC is a limited liability company organized under the laws of the State of Florida, filed on April 3, 2014.

The document number of this limited liability company is L14000055406.

I further certify that said limited liability company has paid all fees due this office through December 31, 2016, that its most recent annual report was filed on March 31, 2016, 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 Twenty-first day of April, 2017*



*Ken DeJoy*  
**Secretary of State**

Tracking Number: CU0975166301

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

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

## ATTACHMENT 2 – REFERENCES FORM

21-0933

List no more than five projects which best illustrates qualifications relevant to the Solicitation. References must be less than five years old. LIST no more than two LAKE COUNTY GOVERNMENT PROJECTS (past, current, prime, and subcontractor) FIRST.

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Forefront Architecture & Engineering, LLC

**PROJECT NAME: Lake County Tax Collector**

Agency: Lake County

Address: 1800 David Walker Dr.

City, State, Zip code: Tavares, FL 32778

Contact Person: Randy Van Alstine

Title: Unknown

Email: randy.vanalstine@laketax.com

Telephone: 352-343-9622

Project Cost: \$4,600,000.00

Contract Start and End Dates: December 2015 – October 2017

SCOPE of Project (list tasks, outlines or descriptions of items): 14,000 SF – Provided complete architectural, structural, and systems design for this public building. We created spaces ample for queuing with pedestrian flow, clear wayfinding, and incorporated advanced technology that is adaptable for future needs.

**PROJECT NAME: UCF Flying Horse Studio**

Agency: Universal of Central Florida

Address: 380 W Amelia St

City, State, Zip code: Orlando, FL 32801

Contact Person: Michael Provost

Title: Vice President of Operations

Email: michael@ovationinc.net

Telephone: 407-242-5429

Project Cost: \$750,000.00

Contract Start and End Dates: October 2018 – June 2019

SCOPE of Project (list tasks, outlines or descriptions of items): 7,500 SF – This space had previously been a home to the SAK Comedy lab theatre and previously the Star City Grill restaurant. The space was stripped to the concrete bones and then build up from there to create this new space. Flying Horse is a classroom, gallery, print production facility, gallery, and studio.

**PROJECT NAME: Bridgette Bennett Law Center**

Agency: Bridgette Bennett Law

Address: 302 W Orange St

City, State, Zip code: Groveland, FL 34736

Contact Person: Bridgette M. Bennett

Title: CEO & Founding Attorney



**ATTACHMENT 2 – REFERENCES FORM**

**21-0933**

Email: [bridgette@bennettlawcenter.com](mailto:bridgette@bennettlawcenter.com)

Telephone: 800-785-7060

Project Cost: \$2,000,000.00

Contract Start and End Dates: 2/15/2019 – 06/15/2021

SCOPE of Project (list tasks, outlines or descriptions of items): Provide Construction Documents for a new office that will be approximately 8,000 SF.

**PROJECT NAME: Lakeview Medical Specialties**

Agency: Dr. Khai Chang

Address: 1801 US-441

City, State, Zip code: Leesburg, FL 34748

Contact Person: Dr. Khai Chang

Title: Owner

Email: [kschang5387@yahoo.com](mailto:kschang5387@yahoo.com)

Telephone: 352-775-4868

Project Cost: \$5,800,000.00

Contract Start and End Dates: February 2020 – August 2021

SCOPE of Project (list tasks, outlines or descriptions of items): 24,500 SF – This is a two-story clinic with clinical space, procedure rooms, infusion areas, labs, a pharmacy, office space, and shell space for growth.

**PROJECT NAME: Ye Olde Thrift Shoppe**

Agency: The Villages Regional Hospital Auxiliary Foundation

Address: 106 W. Lady Lake Blvd.

City, State, Zip code: Lady Lake, FL 32159

Contact Person: Dick Campbell

Title: President

Email: [rcampbell@centflhealth.org](mailto:rcampbell@centflhealth.org)

Telephone: 352-430-9991

Project Cost: \$1,200,000.00

Contract Start and End Dates: 12/17/2018-08/20/2021

SCOPE of Project (list tasks, outlines or descriptions of items): Retail Building Addition/Remodel: We provided architectural concept design and construction drawings for an addition of a single story building approximately 5,000-6,500 SF to an existing retail clothing, furniture, and household goods shop.