



County of Dare

P.O. Box 1000 | Manteo, NC 27954

DARE COUNTY BOARD OF COMMISSIONERS

Dare County Administration Building
954 Marshall C. Collins Dr., Manteo, NC

Monday, September 17, 2018

“HOW WILL THESE DECISIONS IMPACT OUR CHILDREN AND FAMILIES?”

AGENDA

- 5:00 PM** **CONVENE, PRAYER, PLEDGE OF ALLEGIANCE**
- ITEM 1** Opening Remarks - Chairman's Update
- ITEM 2** Discussion of Hurricane Florence
- ITEM 3** Public Comments
- ITEM 4** Proclamation - Alzheimer's Awareness
- ITEM 5** Award of FY2018-2019 CIP Equipment Financing
- ITEM 6** Request for Qualifications - Design Services For Dare County Animal Shelter
- ITEM 7** Consent Agenda
1. Approval of Minutes (09.04.18)
- ITEM 8** Board Appointments
1. Dare County Transportation Advisory Board
2. Nursing Home Community Advisory Council
- ITEM 9** Commissioners' Business & Manager's/Attorney's Business

ADJOURN UNTIL 9:00 A.M. ON OCTOBER 1, 2018



Opening Remarks - Chairman's Update

Description

Dare County Chairman Robert Woodard will make opening remarks.

Board Action Requested

Informational Presentation

Item Presenter

Chairman Robert Woodard



Discussion of Hurricane Florence

Description

Hurricane Florence will be discussed by the Dare County Board of Commissioners.

Board Action Requested

Discuss and take appropriate action

Item Presenter

Robert Outten, County Manager



Public Comments

Description

The Board of Commissioners will provide time on the agenda for Public Comments. Each regularly scheduled meeting begins with an opportunity for anyone to speak directly to the entire Board of Commissioners for up to five minutes on any topic or item of concern.

In an effort to encourage public participation, the Board accepts public comments from 2 locations - - -

- Public Comments can be made at the Commissioners Meeting Room in Manteo.
- Public Comments can be made via a video link at the Fessenden Center in Buxton.

Board Action Requested

Hear Public Comments

Item Presenter

Robert Outten, County Manager



Proclamation - Alzheimer's Awareness

Description

In recognition of World Alzheimer's Day a presentation will be made by GEM Day Services on efforts to raise awareness in our community about Alzheimer's Disease and the need for research, educational programs, and caregiver services. A Proclamation will be presented for Board approval.

Board Action Requested

Issue Proclamation

Item Presenter

Gail Sonnesso, GEM Day Services, Inc.



**PROCLAMATION
WORLD ALZHEIMERS' MONTH**

WHEREAS September 2018 will mark the seventh World Alzheimer's Month™, an International campaign to raise awareness of dementia and challenge stigma. This year's campaign promotes the important message that: while there is no cure, there is enlightened care; and

WHEREAS, We can all raise awareness and promote Dare as a Dementia Capable Community by learning about dementia and providing programs and services for these citizens; and

WHEREAS; People living with dementia and their care partners have an equal right to Receive respect and inclusion, and to diagnosis, quality care and treatment; and

WHEREAS Alzheimer's and related dementias are devastating diseases affecting over 44 million people worldwide, five million people in the United States and about 1 thousand people in Dare County; and

WHEREAS, \$381,840 is the approximate lifetime cost of care for an individual living with dementia today, Dementia Cost to our Nation places a huge burden on the health care system, with annual costs exceeding a quarter of a trillion dollars. In 2018, the direct costs to American society of caring for those with Alzheimer's will total an estimated \$277 billion, including \$186 billion in Medicare and Medicaid payments; and

WHEREAS, While there is no cure for Alzheimer's and related dementias, there is treatment in the form of person centered care that will promote a healthier lifestyle for people with the disease; and

WHEREAS, Dare County joins individuals, families, community friends and caregivers living with the effects of Alzheimer's and related dementias in promoting care for those living with the disease, in supporting educational programs and services for our Dare County families; and

WHEREAS, Dare County joins Alzheimer's Disease International honoring those living with Alzheimer's disease, those who have passed and caregivers both family and professional at GEM's 11th Annual Candlelighting, November 11th, 2018, and throughout the year.

NOW, THEREFORE, the Dare County Board of Commissioners hereby proclaims September 2018 as "**WORLD ALZHEIMER'S DISEASE AWARENESS MONTH**" in Dare County, and commend its observance to all citizens.

This the 17th day of September, 2018

Dare County Board of Commissioners

By: Robert Woodard, Chairman

Attest: Gary Gross, Clerk to the Board

Harmony Café & The LOST COLONY Choir





OUR MISSION

GEM ADULT DAY SERVICES, INC., is a locally based non-profit program working throughout Dare and Currituck Counties to alter the impact of dementia. The organizations goal is to change awareness, attitudes and behaviors with a primary emphasis on promoting best practices for training, education and care.



Our most vulnerable Dare County citizens are living with Alzheimer's and related dementias and they cannot speak for themselves.

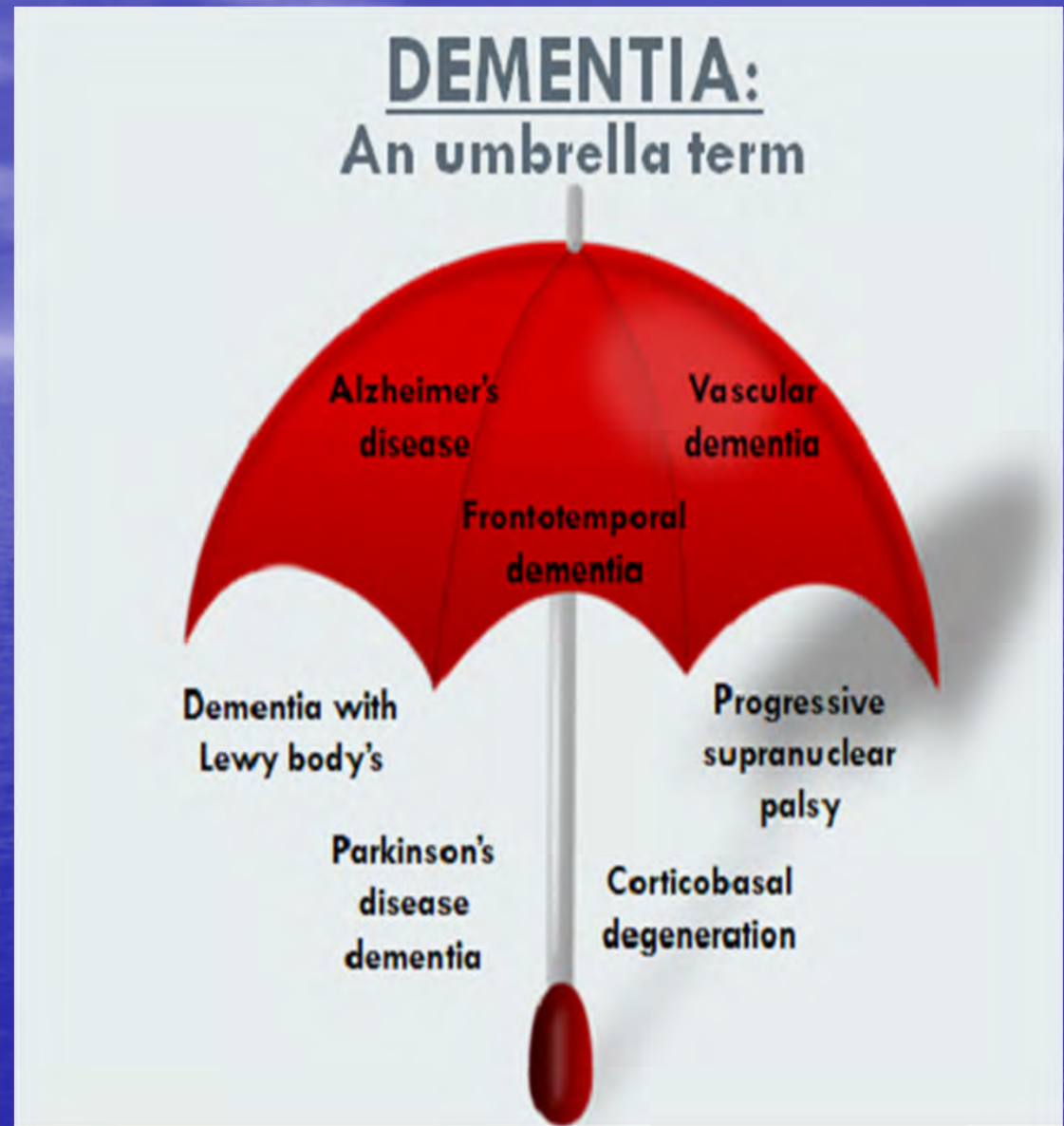
People living with dementia are the most vulnerable of individuals in the standard definitions of elder abuse: financial exploitation, physical abuse, and self neglect. Part of this is due to massive misunderstanding of what Dementia is by both professionals and family caregivers alike.



Sunday, April 29, 2018

3

What is the *difference* between Alzheimers & Dementia?



Sunday, April 29, 2018



However, issues other than Alzheimer's can cause dementia.

Alzheimer's disease is the most common cause of neurocognitive disorder.

Creutzfeldt-Jakob disease ~ Wernicke-Korsakoff Syndrome

Dementia with Lewy bodies ~ Parkinsonian Dementia

Multi-Infarct dementia (Vascular dementia)

Frontotemporal dementia ~ Traumatic brain injury

Huntington's disease ~ Mixed dementia

Normal pressure hydrocephalus

Wednesday, May 2,
2018





The burden of providing care falls to the immediate family, community friends and far away loved ones.

Senior spouses are often ill equipped for the task.

Family members may not be able to cope.





Seven Stages



Stage 1 — Normal adult No functional decline

Stage 2 — Normal older adult Personal awareness of some functional decline.

Stage 3 — Early Alzheimer's disease Noticeable deficits in demanding job situations.

Stage 4 — Mild Alzheimer's Requires assistance in complicated tasks such as handling finances, planning parties, etc.

Stage 5 — Moderate Alzheimer's Requires assistance in choosing proper attire.

Stage 6 — Moderately severe Alzheimer's Requires assistance dressing, bathing, and toileting. Experiences incontinence.

Stage 7 — Severe Alzheimer's

Speech ability declines to about a half-dozen intelligible words. Progressive loss of abilities to walk, sit up, smile, and hold head up. (Reisberg, et al., 1988)



GEM provides person centered training for healthcare professionals who are in the caring for people living with dementia. Understanding the person living with dementia and their special needs truly makes a difference in the lives of our loved ones and gives the care partners new knowledge and confidence to excel in their profession.





To help fund the cost of this Dementia focused education for healthcare providers, GEM hosts two annual Fundraisers

- CARPE DM November 4th
- Valentines Dance in FEB

We have wonderful sponsors and their financial contributions are greatly appreciated.



Naomi's "Best Day" was singing Amazing Grace, accompanied by Angelo Sonnesso to a supportive crowd at Memories in Autumn!

Monday, April 30, 2018



GEM depends on the generous and gracious contributions of time, talent and energy of all our volunteers, community organizations, local citizens and business owners.



Harmony Café with Bonnie Bennett and the Friends of Youth

Monday, April 30, 2018

10



Caregivers are most often family members and GEM provides the same opportunity for education and support to care for their loved one.

Family members who receive education and information are empowered to provide **BEST DAYS** for their loved ones.



Larry's BEST DAY was raking leaves with Pierce.



Approximately 75% percent of people living with dementia are cared for at home. Family caregiver's need and deserve direct and practical support.





2017 NC State 65 + STATISTICS

NUMBER OF PEOPLE AGED 65 AND OLDER WITH ALZHEIMER'S BY AGE*

Age	65-74	75-84	85+	TOTAL
Numbers	27,000	72,000	65,000	160,000

2016 Dare County –individuals over 65 years = 7227

Fastest growing by largest percentage is:

First

85 and older

Second

75-84

Third

65-74

Incidence of Alzheimer's by age

**2016 Dare County –individuals over 65 years
= 7,227**

Incidence of Alzheimer's by age

Age 85- older	50%
Age 75-84	20%
Age 65-74	10%

Currently

2016 HCOB Community Health Assessment

Older adult population issues is of concern as the elderly population is predicted to continue to grow, with a noteworthy **220%** anticipated growth of individuals aged 85 and older

Long-Term Care Facilities The number of beds in NC-licensed long-term care facilities in Dare County are:

- **Adult Care Homes/Nursing Homes (1 facility): 102 beds**
- **Family Care Homes: NO facilities**
- **Nursing Homes/Homes for the Aged (1 facility): 126 beds. This facility also had 18 adult care home beds.**

These facilities located in Kill Devil Hills and Nags Head with a total of

- **228 long-term care beds**



Services Currently Available for Dare Counties citizens

Congregate meals M-F Manteo Yes (Dare County Center) Beach No	Memory Cafés (Harmony Café) 3 hours 28 per year 1. Kitty Hawk 2. Manteo 3. Mann's Harbour	Group Respite 1 day 5 hours a day Starting October 12	Adult Day Social Model 5 -6 days 8 hours a day None	Adult Day Health Model 5 -6 days 8 hours a day None	In-home care Can be 24/7 DSS DHD OBHC VA GW
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Home care Costs range \$15 to over \$25 per hour

Appropriate support by Stage

No dementia Stage 1 2 3 4	No dementia Stage 1 2 3 4 5	No dementia Stage 1 2 3 4 5	No dementia Stage 1 2 3 4 5	No dementia Stage 1 2 3 4 5 6	No dementia Stage 1 2 3 4 5 6 7
Congregate meals M-F	Memory Cafés (Harmony Café) 3 hours 28 per year	Group Respite 4 days 6 hours a day	Adult Day Social Model 5 - 6 days 8 hours a day	Adult Day Health Model 5 - 6 days 8 hours a day	Hospice In-home care Can be 24/7

Friday, May 18, 2018



18



Approximate Long Term Care costs

Assisted Living- \$3,500 per month

Memory care unit \$4,500 per month

Skilled Nursing facility - \$6,000 per month



Costs for Group programs

That include:

Meals

Pets

Arts

Exercise

Snacks

Transportation



And GREAT CARE!

Can be as low as
\$15 an hour!



Monday, April 30, 2018

20

How Can You Help?



- Learn more about person-centered Dementia Care
- Volunteer with GEM
- Provide or co-host a Harmony Café
- Volunteer to teach an art class
- Financial support is always welcome
- Offer your friend “a Ride” to a GEM

Wednesday, May 2,
2018

21



QUESTIONS?



Gentle *E*xpert *M*emorycare

Wednesday, May 2,
2018

22



**THANK YOU FOR YOUR TIME
AND ATTENTION!**

THE GEM Family!



Wednesday, May 2,
2018

23



GEM Adult Day Services, Inc.
12 Juniper Trail, Suite 205
Southern Shores, NC 27949
Phone: 252-480-3354
Email:
gaiesonnesso@gmail.com

[facebook.com/TheGemCenter](https://www.facebook.com/TheGemCenter)

www.gemdayservices.org



"Celebrating Life Every Day."



Award of FY2018-2019 CIP Equipment Financing

Description

On September 7, 2018, Finance received proposals for financing in the amount of \$1,266,611 with a four year term for acquisition of equipment as approved in the fiscal year 2018-2019 capital improvements plan. Responses were received from eight financial institutions. The lowest total cost proposal was submitted by The Bancorp Bank at a rate of 2.65%. The bid tabulation and financing resolution are attached.

Board Action Requested

Adopt the attached Resolution to award the four year financing to The Bancorp Bank and authorize the County Manager and staff to execute all necessary documents.

Item Presenter

David Clawson

County of Dare, NC
\$1,266,611 CIP Installment Financing
4 year term

	Rate	1/4ly Pymt	Fees	Total Cost of Loan
BciCapital Inc	2.900%	\$ 84,129.70	\$ -	\$ 1,346,075.20
Capital One Public Funding	3.090%	\$ -	\$ -	\$ -
PNC Equipment Finance	2.970%	\$ 84,251.75	\$ 250.00	\$ 1,348,278.00
Regions Bank	2.830%	\$ 84,007.75	\$ 500.00	\$ 1,344,624.00
Signature Public Funding Corp	3.090%	\$ 84,461.22	\$ -	\$ 1,351,379.52
SunTrust Equipment Finance & Leasing Corp	2.928%	\$ 84,180.25	\$ 500.00	\$ 1,347,384.00
The Bancorp Bank	2.650%	\$ 83,694.65	\$ -	\$ 1,339,114.40
US Bancorp Government Leasing and Finance Inc	2.954%	\$ 84,223.85	\$ -	\$ 1,347,581.60

RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT FINANCING CONTRACT IN THE AMOUNT OF \$1,266,611 WITH THE BANCORP BANK TO FINANCE THE ACQUISITION OF CERTAIN EQUIPMENT FOR USE BY THE COUNTY OF DARE, NORTH CAROLINA, AUTHORIZING THE EXECUTION AND DELIVERY OF RELATED INSTRUMENTS, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH

BE IT RESOLVED by the governing body for the County of Dare, North Carolina (the “County”):

Section 1. The governing body of the County does hereby find and determine:

(a) The County proposes the acquisition of certain equipment, which may include fixtures as more fully described in the hereinafter mentioned Contract (collectively, the “Equipment”);

(b) After consideration, the governing body of the County has determined that the most advantageous manner of financing thereof is by an installment contract pursuant to Section 160A-20 of the General Statutes of North Carolina, as amended;

(c) Pursuant to Section 160A-20, the County is authorized to finance the acquisition of personal property, including fixtures, by installment contracts that create a security interest in the property financed to secure repayment of the financing; and

(d) The Bancorp Bank has proposed to enter into an Installment Financing Contract with the County to finance the Equipment pursuant to which The Bancorp Bank will lend the County the amount of \$1,266,611 (the “Contract”).

Section 2. The governing body of the County hereby authorizes and directs the County Manager and Finance Director to execute, acknowledge and deliver the Contract on behalf of the County in such form and substance as the person executing and delivering such instruments on behalf of the County shall find acceptable. The Clerk is hereby authorized to affix the official seal of the County to the Contract and attest the same.

Section 3. The proper officers of the County are authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this Resolution and the Contract.

Section 4. Notwithstanding any provision of the Contract, no deficiency judgment may be rendered against the County in any action for breach of a contractual obligation under the Contract and the taxing power of the County is not and may not be pledged directly or indirectly to secure any moneys due under the Contract, the security provided under the Contract being the sole security for The Bancorp Bank in such instance.

Section 5. The County covenants that, to the extent permitted by the Constitution and laws of the State of North Carolina, it will comply with the requirements of the Internal Revenue Code of 1986, as amended (the “Code”) as required so that interest on the County’s obligations under the Contract will not be included in the gross income of The Bancorp Bank.

Section 6. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this 17th day of September, 2018.

Chairman, Board of County Commissioners

[SEAL]

COUNTY OF DARE, NORTH CAROLINA

Clerk to the Board



Request for Qualifications - Design Services For Dare County Animal Shelter

Description

An advertisement was placed in the Coastland Times on August 19, 2018 requesting qualifications for the design services of a new animal shelter.

Responses were received from Guernsey Tingle, Waller, Todd & Saddler, Lyall Designs, Oakley Collier, and Cahoon & Kasten.

The selection committee met, reviewed, and evaluated each proposal and recommends moving forward with Guernsey Tingle.

Board Action Requested

Approve Guernsey Tingle as the selected Architect

Item Presenter

Robert Outten - County Manager

The recommendation of the selection committee is to move forward with Guernsey Tingle Architects out of Williamsburg, Virginia for the design and creation of the Dare County Animal Shelter.

This recommendation is being made for the following reasons:

- 1) Guernsey Tingle has worked with many animal care centers over the years and understands the needs and functions of these facilities and has the know how to work with County officials to optimize space while meeting the needs of staff, community, and the animals. Specifically, Guernsey Tingle has been involved in the design process of over 30 animal care facilities spanning both Virginia and North Carolina. These facilities range in size from a 2,750sq. ft. animal clinic to a 37,000sq. ft. state of the art animal hospital equipped with the latest operating technology.

- 2) Guernsey Tingle also partners with Pace Collaborative and Kim Hamby P.E. Pace Collaborative is one of the largest mechanical and electrical engineering firms in the Mid – Atlantic region. Pace worked with Dare County officials on the designing of the new Emergency Operations Center completed in 2017. Additionally, Kim Hamby has worked on several projects within Dare County and the surrounding areas including the Emergency Operations Center. Kim Hamby's role in the Emergency Operations Center addressed issues surrounding storm water management, erosion control, and sanitary sewer functions.

Combining the experience of Guernsey Tingle with the local knowledge that Pace Collaborative and Kim Hamby have of the area and the unique challenges presented when building within Dare County are a true benefit to have for this project.



STATEMENT OF QUALIFICATIONS
DARE COUNTY ANIMAL SHELTER PROJECT



4350 New Town Avenue, Suite 101
Williamsburg, VA 23188
757.220.0220

GUERNSEYTINGLE.COM



August 28, 2018

Dustin Peele
Dare County Finance Office
P.O. Box 1000
954 Marshall C Collins Drive
Manteo, NC 27954-1000

Subject: **Request for Statement of Qualifications
County of Dare, NC – Animal Shelter Project**

Dear Mr. Peele:

It is with great pleasure that I submit our team's qualifications for the proposed Animal Shelter for the County of Dare.

In previous generations, animal shelter facilities were utilitarian buildings, usually located near county operations centers or landfills, designed to shelter animals until time of adoption or euthanasia. Adoption rates were low due to poor location, poor odor control and poor noise restraint; along with poor behavior modification and poor disease control for the animals.

Today these facilities are considered **Animal Care and Adoption Centers**. They are adoption-friendly (with achievable adoption rates above 90%), have lower average holding periods and provide healthy care for animals until adoption. These facilities are complex, with HVAC systems, plumbing and finishes that can support disease control practices and withstand the day-to-day abuse of animals in a public animal care facility.

GuernseyTingle understands these types of animal care facilities.

Critical to smooth operations of an animal care and adoption facility is the cohesive merging of all functions that the building will support. We will work with Dare County to ensure that the proposed adoption center will benefit the community and animals alike. Our team's dedication to personalized service and responsible, creative design will help the County realize the goal of replacing the aging shelter with a new building that will provide efficient, maintainable space for dogs, cats, livestock and other animals. Our experience designing animal care facilities will bring the knowledge necessary to deliver a careful, thoughtful integration of the essential needs of animals and the personnel who strive to help them into a facility that is an attractive, friendly place to visit and house animals for adoption.

Our senior architects and engineers will be working with you on this project.

GuernseyTingle proposes to partner with PACE Collaborative to provide mechanical, electrical, plumbing, communication and fire protection engineering design. PACE is experienced with animal care design and working as part of a GuernseyTingle design team member on mid to large scale projects up and down the east coast. We have also teamed Speight Marshall & Francis of Virginia Beach for structural engineering and Timmons Group of Virginia Beach for civil engineering & survey services, each offering a wealth experience in animal care facilities and experience working with Dare County.

We appreciate this opportunity and look forward to discussing our qualifications with you in more detail during your interview process.

Sincerely,

A handwritten signature in black ink, appearing to be 'S. VanVoorhees', with a long horizontal line extending to the right.

Scott VanVoorhees, AIA
Vice President
GuernseyTingle
(757) 220-0220

Table of Contents

Section 1 - Firm Profiles

GuernseyTingle

PACE Collaborative - Mechanical Electrical Plumbing Engineers

Speight Marshall & Francis - Structural Engineers

Timmons Group - Site Planning & Civil Engineers

Section 2 - Relevant Experience

Section 3 - Resumes of Key Personnel

Section 4 - Project Approach

Section 5 - References

Section 1

Firm Profiles



Based in Williamsburg with a staff of 23, GuernseyTingle is dedicated to personalized service and responsible, creative design. The firm works in a studio atmosphere to design unique facilities, with architectural character that responds to the context of the particular project.

GuernseyTingle works with a variety of building types, focusing on animal shelters and veterinary, recreational, office, residential and institutional facilities. The firm's numerous awards and publications in regional and national periodicals reflect positively on its design abilities. However, the focus of the practice is problem solving and providing creative solutions for our client's needs.

Our projects are located throughout Virginia and the Mid-Atlantic region. GuernseyTingle has worked with many animal facilities over the years and understands the needs and functions of animal care facilities and has the experience to work with you to optimize your space to meet the needs of the staff, community and animals, within your budget.

We have entered the new era of architectural practice, in which technology enables us to provide better service to our clients. The use of computerized architectural programs speeds the production of reliable cost estimates and precise specifications.

Yet technology cannot replace the partnership between client and designer. GuernseyTingle emphasizes staff continuity, with personal attention from the principals and associates in every stage of the project. Open communication between professionals and client is central to our office organization.

GuernseyTingle was established in 1983 and experienced sound fiscal growth from the early 1990's until the present. The firm is committed to responsive design within each client's functional and budget requirements.

FIRM OVERVIEW

PACE Collaborative is one of the largest mechanical and electrical engineering firms in the Mid-Atlantic region with offices in Virginia Beach, VA and Richmond, VA. We began operation on Labor Day weekend in 1985 and are currently in our 33rd year of business. We offer HVAC Engineering, Electrical Engineering, Fire Protection Engineering, Plumbing Design, and Commissioning Services. We also have Special Systems expertise in Sound, CCTV, Security, Fire Alarm and Structured Cabling Systems. More recently PACE has added a Registered Fire Protection Engineer (FPE), 5 BICSI Registered Communications Distribution Designers (RCDD), 18 USGBC LEED Accredited Professionals, 3 ACG Certified Commissioning Authorities (CxA), and an AEE Certified Energy Manager (CEM).

PACE Collaborative has completed over 100 projects throughout North Carolina. We have multiple engineers registered in North Carolina and currently have active projects in the state. PACE is intimately familiar with all North Carolina codes, laws, permit requirements, and general practices. We have also instituted a formal, monitored quality control process. A senior engineer reviews each project at critical times during the process. In all cases the reviewing engineer is someone other than the design engineer. This ensures a fresh perspective and often reveals omissions that may otherwise be overlooked.

PACE engineers have vast experience in Energy Modeling, Energy Use Calculations, Life Cycle Cost Analyses and Energy Star Awards. We use the latest generation of computerized modeling software as an integral tool in this effort.



FIRM OVERVIEW

PACE is also committed to responsible and sustainable design by utilizing high efficiency / high performance systems including geothermal, wind and solar renewable energy sources. Our engineers have provided services for 71 LEED projects including 2 Platinum, 12 Gold, 37 Silver and 20 certified.

PACE engineers have produced over 7000 projects while enjoying a repeat clientele of 96%. We understand that engineering is a business of relationships and we feel that these numbers reflect that philosophy.

Investment in tools and technology has always been an important facet of the PACE culture. We have accumulated a vast array of diagnostic equipment including thermal imaging, air-flow and fluid-flow measuring devices, fire hydrant flow testing apparatus, electrical power quality analyzers, tracking and recording devices, as well as underground utility locators. These tools in the hands of our engineers and technicians bring a level of capability to your projects that we feel is unsurpassed.

Finally, it is important to note the cornerstone of the PACE success ... the many fine people of the firm. We are proud of our folks and of their efforts on your behalf. We endeavor to provide a pleasurable work environment for them, comfortable in all aspects, and just downright enjoyable. We believe in fun during the workday as well as hard work. The tension of a tight deadline or the stress of a complex design will often be softened by the laughter of the team enjoying a lighter moment. The members of PACE are the best, the brightest, the hardest working, the most fun-loving and the nicest folks you will ever have the pleasure of being served by.



SPEIGHT • MARSHALL • FRANCIS



Firm Overview

Speight, Marshall & Francis, P.C. is an award-winning structural engineering and Special Inspections firm. With offices in Virginia Beach and Richmond, they retain a total staff of 33 and employ engineering professionals licensed to practice in North Carolina and 28 other states. Although the firm performs structural services for projects around the nation, they focus on projects primarily in southeastern Virginia and northeastern North Carolina. Community-based municipal government projects have comprised a noteworthy part of their business over the last 23 years thus their staff has practical experience and qualifications with providing all of the structural engineering services that would be required for the Dare County Animal Shelter project.

Project experience spans a variety of projects with Guernsey Tingle, animal shelters, offices, community-based projects, and a variety of projects for municipal governments. Of particular relevance is their multi-award winning Virginia Beach Animal Care & Adoption Center project with Guernsey Tingle, a 38,000 square foot LEED Silver certified state-of-the-art green facility which can house up to 192 dogs, 129 cats and 20 other/exotic pets. Relevant project experience also includes Peninsula Regional Animal Shelter, a 29,700 square foot, single-story animal control facility in Newport News, VA. This state-of-the-art "open-admission" shelter contains animal control offices and a full service veterinary clinic which has capacity for 100 dogs and 180 cats, as well as pocket pets and other small companion animals.

Considered a forerunner in the area for LEED and Building Information Modeling (BIM) design, the firm has become known for their common sense, cost-effective, and innovative structural engineering design solutions that meet each client's unique long and short-term goals. Exceptional responsiveness to client requests and their assertive "can do" mentality distinguishes them from the industry standard.

PRINCIPAL OFFICE LOCATION

2125 McComas Way, Suite 103
Virginia Beach, Virginia 23456

RICHMOND BRANCH OFFICE

7814 Carousel Lane, Suite 200
Richmond, VA 23294

FIN

54-1744773

NORTH CAROLINA FIRM REGISTRATION NUMBER

C-1646 (t/a Speight Engineering, P.C.)

VIRGINIA REGISTRATION NUMBERS

DPOR #0405 001136 (Virginia Beach)
DPOR #0410 000288 (Richmond); #651486 SWaM

PHONE

(757) 427-1020 Virginia Beach / (804) 464-4111 Richmond

FAX

(757) 427-5919

WEBSITE

www.smandf.com

ORGANIZATION

Professional Corporation

INCORPORATION DATE

January 23, 1995

SCC ID NO.

0440347-3

NUMBER OF STAFF BY TYPE

10 Registered Professional Structural Engineers (P.E.s)
5 Structural Engineers (E.I.T.s)
1 Project/Quality Control Manager
10 Structural Engineering Technicians / CAD / REVIT
3 Construction Administration Specialists / Special Inspectors
4 Administrative Staff
33 TOTAL

STRUCTURAL ENGINEERING SERVICES

New Facilities Design
Feasibility Studies
Structural Investigations / Forensics
Rehabilitation / Renovations / Additions Design
Special Inspections, Agent 1

DESIGN SPECIALIZATIONS

Animal Shelters
Offices
Community-Based Projects
Municipal Government Projects

FIRM OVERVIEW

See us online   

PROPOSAL CONTACT

Kim Hamby, PE
Civil Engineering

(252) 621-5029
kim.hamby@timmons.com

14 *Operating offices*

EIGHT VIRGINIA OFFICES:

- Richmond (Headquarters, Southlake, and Downtown)
- Prince George
- Virginia Beach
- Charlottesville
- Staunton
- Ashburn

FOUR NORTH CAROLINA OFFICES:

- Charlotte
- Greensboro
- Raleigh
- Elizabeth City

ONE MARYLAND OFFICE:

- Baltimore

ONE TEXAS OFFICE:

- Dallas

WHO WE ARE

Recognized for nearly 25 years as one of *Engineering News Record's Top 500 Design Firms*, Timmons Group provides civil engineering, environmental, geotechnical, GIS/geospatial technology, landscape architecture and surveying services to a diverse client base. Our market-focused organization is structured to help fulfill our mission "to achieve unparalleled understanding of our clients, their businesses and their visions, resulting in unrivaled customer service and shared success." We provide:

- Site/Civil Engineering
- Stormwater Infrastructure
- Environmental Services
- Survey & Mapping
- Traffic & Transportation
- Structures & Bridges
- Economic Development
- Landscape Architecture
- Right of Way Services
- Geotechnical Engineering & Testing
- Water & Wastewater Engineering
- Geographic Information Systems (GIS)
- LEED® & Envision™ Sustainable Design



500+
STAFF

65 YEARS IN BUSINESS



INC. 5000
A FASTEST GROWING PRIVATE FIRM IN US
2 years running



ENR TOP 500



Section 2

Relevant Experience



Chesterfield Animal Care & Adoption Center

Chesterfield County, Virginia

Chesterfield County desired to address an aging Animal Control facility as well as addressing new State Veterinary regulations and community growth. GuernseyTingle has partnered with Chesterfield County to assist them in bringing together stakeholder's and community groups to facilitate conversations about the needs of the new facility, the community it will serve, as well as the animals.

We have been working with Chesterfield County and assisted with site selection, evaluation of existing facility and operational procedures. Facility programming, Masterplanning and a needs assessment based on current and projected census data has been completed. The project will move into the next design phases once funding is approved.



Richmond Animal League

Midlothian, Virginia



The Richmond Animal League had outgrown their existing facilities, operating out of an aging 23-year old CMU structure and an adjacent leased modular building. GuernseyTingle was retained by the RAL in 2013 to provide a Needs Assessment and Feasibility Study after the non-profit's Board of Directors completed a Strategic Plan for the organization's mission. After a successful outcome, GuernseyTingle was re-engaged by RAL in 2015 to refine the program, and provide Schematic Design services for the expanded facility. Services provided for the organization include:

- Site analysis of existing and adjacent properties for potential acquisition and expansion.
- Needs Assessment, including projected animal holding data and adoptions.
- Staff programming sessions to develop program requirements.
- Facilitate listening sessions with selected Board, volunteers and other stakeholders for programming input.
- Provide test fits for various alternatives on existing site to determine feasibility for expansion/replacement.
- Develop budget project construction cost estimates for various planning alternatives.
- Develop Master Plan and Schematic Design drawings and Capital Campaign support materials.



Godspeed Animal Care

Williamsburg, Virginia

Built in the late 70's, the new owner found this 3,500 square foot facility needed to be modernized in order to operate efficiently. In addition, she expressed interest in expanding the facility to provide boarding and retail services. GuernseyTingle provided master planning for a three phase upgrade and successfully petitioned James City County Board of Zoning Appeals to reduce site constraints to allow for the facility expansion. Phase I included interior modifications of veterinarian operations to increase efficiency and upgrade interior finishes. Phase II included building expansion and exterior façade renovation adding much needed space for administration and retail operations. Phase III is a 4,800 square foot luxury boarding facility with indoor/outdoor runs, expanding the entire complex to 9,500 square feet.



*First Honor Award, Hampton Roads
Association for Commercial Real Estate,
Best Commercial/Retail Building under 20,000 SF*



Virginia Beach Animal Care & Adoption Center

Virginia Beach, Virginia

The Virginia Beach Animal Care and Adoption Center combines multiple functions in a state-of-the-art facility for the healthy care, housing and adoption of animals. Crucial to meeting these demands is the careful, thoughtful integration of the essential needs of animals and the personnel who strive to help them, into a shelter that is an attractive, friendly place to visit and house animals for adoption.

The 37,000 square foot facility was awarded to GuernseyTingle and Armada Hoffer, its general contractor partner, through a competitive PPEA design/build process. The project was completed in late 2011. The project is LEED Silver certified and incorporates rainwater harvesting for gray water cleaning of the kennel areas.



*2012 National Design Build Merit Award,
Design Build Institute of America,
Virginia Beach Animal Care & Adoption Center*

*2012 Honor Award, Virginia Beach Planning Commission Design
Awards Program,
Virginia Beach Animal Care & Adoption Center*



Jolly Pond Animal Hospital

James City County, Virginia

The animal hospital occupies a site at the busy intersection of Longhill Road and Centerville Road in James City County. While the surrounding area is transitioning into a suburban character, the hospital owners wanted the building to reflect the communities more rural and agricultural roots. The architectural style is enhanced with a traditional galvanized metal roof and board-and-batten siding. In order to keep the exterior maintenance free, cementitious siding and clad windows were used to create the agrarian appearance. The building's footprint was maximized at 2,750 square feet to adhere to by-right zoning, which created a challenge for a full service animal hospital. The second floor was used for offices, break areas and storage, freeing up the first floor for exam rooms, treatment, radiology, surgery and boarding. The kennel area was designed to be converted to additional treatment space, and an adjacent building pad created for future expansion.



First Honor Award, Hampton Roads Association for Commercial Real Estate, Best Office Building under 10,000 SF



Emergency Veterinary Clinic

York County, Virginia

After 20 years of growth, the Peninsula Veterinary Specialists began to see the need for a broader range of services in the emergency clinic they established in York County. Feedback from area veterinarians determined that the area could benefit from specialized services such as oncology, cardiology, dentistry and other disciplines. A new structure was designed to join the existing emergency clinic, allowing the two businesses to share resources such as wards, isolation area and x-ray.

Designed and phased so as to keep the existing hospital operating full-time, the 8,000 square foot addition and approximately 1,500 square foot renovation were executed with little inconvenience, and construction was complete in 7 months. A future expansion of 2,500 square feet is planned.





Colonial Veterinary Clinic

James City County, Virginia

Picking up on the visual vocabulary of other buildings recently completed at the Five Forks intersection, this veterinary clinic was developed in direct response to the Owner's desire to create an efficient new facility that also projected a welcoming and comfortable image to his clientele. This 4,750 square foot, 1 ½ story wood-framed structure houses public, patient and staff areas on the ground floor with an office area on a mezzanine level, overlooking spaces below. Staff and clientele alike have praised the building for its responsiveness, functionality and warmth.

Animal Shelter and Animal Care Facility Experience

Richmond Animal League (On-Going)

+ Midlothian, Virginia

Norfolk Animal SPCA Master Plan (On-Going)

+ Virginia Beach, VA

Heritage Humane Society Renovations & Master Plan (On-Going)

+ Williamsburg

Chesterfield County Animal Shelter (On-Going)

+ Chesterfield County, VA

Beach Pet Veterinary Hospital

+ Virginia Beach, VA

Beach Pet Veterinary Hospital

+ Virginia Beach, VA

Colonial Veterinary Clinic

+ James City County, VA

Pet Care Veterinary

+ Virginia Beach, VA

Portsmouth Animal Hospital

+ Portsmouth, VA

Disputanta Animal Hospital

+ Prince George County, VA

Todds Lane Animal Kennel & Hospital Expansion

+ Hampton, VA

All Creatures Veterinary Clinic Master Plan

+ Lanexa, VA

Poquoson Veterinary Hospital Reconstruction

+ Poquoson, VA

Churchland Animal Clinic

+ Chesapeake, VA

Kiln Creek Animal Hospital

+ Newport News, VA



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Project Experience Relevant to the Dare County Animal Shelter

Virginia Beach Animal Care & Adoption Center, Virginia Beach, VA

Served as Structural Engineer of Record and Agent 1 Special Inspector for this \$12.5M, 38,000 square foot facility which sits on 5.14 acres at 351 South Birdneck Road. The project met the design and construction standards for USGBC LEED Silver certification. This new state-of-the-art green facility replaces the old 8,461 square foot building on Leroy Road that was constructed in 1974. The new City of Virginia Beach shelter can house up to 192 dogs, 129 cats and 20 other/exotic pets.



Virginia Beach Animal Care & Adoption Center

The design/build project received a 2012 Design-Build Merit Award by the Design-Build Institute of America (DBIA) as well as a 2012 Virginia Beach Planning Commission Honor Award in the Public Facilities category for their Design Award Program.

Client: City of Virginia Beach

Peninsula Regional Animal Shelter, Newport News, VA

Served as Structural Engineer of Record and Agent 1 Special Inspector for the design of a 29,700 square foot, single-story animal control facility. Scope included preparing as-built drawings. The shelter is a collaborative venture supported by four separate Hampton Roads communities: Newport News, Hampton, Poquoson, and York County. This state-of-the-art facility is managed and operated by the City of Newport News on behalf of the four jurisdictions. This "open-admission" shelter contains a full service veterinary clinic and has capacity for approximately 100 dogs and 180 cats, as well as pocket pets and other small companion animals. The shelter's primary responsibilities include holding stray animals until they can be reunited with their owners, rehoming owner-surrendered pets, and facilitating pet adoptions. The shelter also houses animal control offices for the participating jurisdictions. \$7.4M



Peninsula Regional Animal Shelter

Client: City of Newport News

Sussex County Animal Shelter, Route 632 Robinson Road, Sussex County, VA

Served as Structural Engineer of Record for a single story animal shelter building with masonry exterior bearing walls and wood roof trusses. Facility included kennel space, offices and medical facilities. Facility was built to accommodate the population growth of the southwestern portion of Sussex.

Client: Sussex County

Eastern Shore Regional Animal Shelter, Northampton County, VA

Served as Structural Engineer of Record for a 4,000 square foot, single story animal shelter building with masonry exterior bearing walls and wood roof trusses. In addition to kennel space, the structure included incinerator facilities, medical facilities and general office space. Building was a part of a large master plan to increase the public facilities to handle the growth on the Eastern Shore.

Client: Northampton County

PROJECT EXPERIENCE

Experience with Animal Related Facilities

Timmons Group has experience providing site development services for animal shelters across North Carolina and Virginia. We have provided services on the following animal related projects:



Hopewell Animal Hospital

- Guilford County Animal Shelter, Guilford County, NC
- Triad Animal Hospital, Kernersville, NC
- Vance County Animal Shelter, Vance County, NC
- Goochland County Animal Shelter, Goochland, VA
- Shady Grove-Animal Clinic, Richmond, VA
- Henrico County Animal Shelter, Henrico, VA
- King George Co. - New Animal Shelter, King George, VA
- Chester Animal Clinic, Chester, VA
- Animal Shelter at Yancey Property, County of Prince George, VA
- Yancey Property Animal Shelter, County of Prince George, VA
- Greensville Animal Shelter, Greensville County, VA
- Hopewell Animal Hospital, Hopewell, VA
- New Animal Shelter, Isle of Wight PPEA, Isle of Wight, VA
- Brook Run Animal Clinic, Richmond, VA
- Orange County Animal Shelter, Orange, VA

Section 3

Resumes of Key Personnel

Scott L. Vanvoorhees, AIA

ROLE ON PROJECT

Project Manager

EDUCATION

Virginia Polytechnic Institute and State
University Bachelor
of Architecture, 1992

ARCHITECTURAL REGISTRATIONS

Virginia

CIVIC & PUBLIC ASSOCIATIONS

James City County Parks & Recreation
Advisory Board

Leadership Historic Triangle Class of 2005

PROFESSIONAL AFFILIATIONS

American Institute of Architects

AWARDS

National Design Build Merit Award,
Design Build Institute of America,
Virginia Beach Animal Care & Adoption
Center, 2012

Honor Award, Virginia Beach Planning
Commission Design Awards Program,
Virginia Beach Animal Care & Adoption
Center, 2012

HRACRE 1st Honor Award for
Godspeed Animal Care Facility, 2006

HRACRE Award of Merit for Lightfoot
Crossing Shopping Center, 2003

HRACRE 1st Honor Award for the
Williamsburg Environmental Group
Building,
2007

Mr. VanVoorhees has a strong background in commercial and industrial design, as well as construction administration. Over the 24 years, his experience has ranged from construction site management, to project manager and designer for various clients such as Richmond Animal League, Norfolk SPCA, Heritage Humane, Chestefield County, US Army Corps of Engineers, Norfolk District, James City County, and the City of Virginia Beach.

With GuernseyTingle, Mr. VanVoorhees manages a range of projects, performing client negotiation, design, construction documents and specifications, and construction administration.

Mr. VanVoorhees serves as a member of the James City County Parks & Recreation Advisory Commission.

The following lists some of Mr. VanVoorhees recent relevant experience:

- + Chesterfield Animal Care & Adoption Center, Chesterfield County, VA
- + Richmond Animal League, Richmond, VA
- + Heritage Humane Society, Williamsburg, VA
- + Norfolk SPCA, Norfolk, VA
- + Virginia Beach Animal Care & Adoption Center, Virginia Beach, VA
- + Pet Care Animal Hospital, Virginia Beach, VA
- + Portsmouth Animal Hospital, Portsmouth, VA
- + Godspeed Animal Care & Training Facility, Williamsburg, VA
- + Todd's Lane Animal Kennel & Hospital Expansion, Hampton, VA
- + Jolly Pond Animal Hospital, James City County, VA
- + Jolly Pond Animal Kennel & Boarding Facility, James City County, VA
- + St. Francis Pet Resort, Williamsburg, VA
- + Yorktown Animal Hospital Ward Renovation, Yorktown, VA
- + All Creatures Veterinary Clinic Master Plan, Lanexa, VA

Thomas G. Tingle, AIA

ROLE ON PROJECT

Principal In Charge

EDUCATION

Virginia Tech
Bachelor of Architecture
cum laude, 1980

ARCHITECTURAL REGISTRATIONS

Virginia, South Carolina,
North Carolina, Delaware,
Florida, Georgia,
Pennsylvania

PROFESSIONAL AFFILIATIONS

American Institute of Architects

National Council of Architectural
Registration Boards

CIVIC & PUBLIC ASSOCIATIONS

Chesapeake Bank
Kilmarnock, VA Board of Directors

James City County Economic
Development Authority

Greater Williamsburg
Partnership

Virginians for High Speed Rail,
Board of Directors, Co-Chair, Past President

Peninsula Metropolitan YMCA Board, Vice
President

Williamsburg Health Foundation
Board of Trustees

Mr. Tingle's thirty eight of experience have included responsibility for virtually all phases of architectural projects, from feasibility analysis and programming to specification writing and construction administration. Prior to his association with GuernseyTingle, he worked for other mid-size and large architectural/engineering firms in the Hampton Roads, Virginia area. He was project manager for larger commercial, governmental and multi-family residential projects throughout the Mid-Atlantic States.

- + Virginia Beach Animal Care & Adoption Center, Virginia Beach, VA
- + Richmond Animal League Feasibility Study
- + Pet Care Animal Hospital, Virginia Beach, VA
- + Portsmouth Animal Hospital, Portsmouth, VA
- + Federal Training Facility K9 Housing & Security Building, VA
- + Godspeed Animal Care & Training Facility, Williamsburg, VA
- + Todd's Lane Animal Kennel & Hospital Expansion, Hampton, VA
- + Jolly Pond Animal Hospital, James City County, VA
- + Jolly Pond Animal Kennel & Boarding Facility, James City County, VA
- + St. Francis Pet Resort, Williamsburg, VA
- + Yorktown Animal Hospital Ward Renovation, Yorktown, VA
- + All Creatures Veterinary Clinic Master Plan, Lanexa, VA
- + Armistead Avenue Veterinary Hospital, Hampton, VA
- + Colonial Veterinary Clinic, James City County, VA
- + Beach Pet Clinic-Great Neck, Virginia Beach, VA
- + Peninsula Veterinary Specialists Hospital, York County, VA
- + Yorktown Animal Hospital, York County, VA
- + Disputanta Animal Hospital & Kennels, Prince George, VA
- + Poquoson Veterinary Hospital Reconstruction, Poquoson, VA

James Bedois, P.E., LEED AP

Electrical Engineer / Project Manager

PACE Collaborative, PC

Education

Bachelor of Science
Industrial & Systems
Engineering - 1995
Virginia Polytechnic Institute &
State University

Registration

Professional Engineer

- North Carolina - #029538
- Virginia
- Texas
- Maryland
- West Virginia
- Minnesota
- District of Columbia
- Pennsylvania
- Arizona



Summary of Experience

Mr. Bedois is responsible for the management and engineering design services for various electrical systems for municipal, government, and private sector clients. His experience includes primary and secondary power distribution systems (low voltage thru 34.5KV), building and site electrical systems, overhead line work, underground ductbanks, transformers and switchgear as well as the preparation of plans, specifications, cost estimates and performance of lighting calculations.

Expertise in the design of:

- Power & Lighting Systems for Buildings
- Exterior Lighting
- Computer Room Power Systems
- Telephone & Data Communications
- Intrusion Detection & Security Systems
- Fire Alarm Systems
- Emergency Power Systems
- Electronic Equipment Grounding Systems
- SCADA Interface Equipment
- Variable Frequency Motor Drives
- Overhead & Underground Power Distribution
- Sight & Manhole Surveys

Relevant experience includes:

- Animal Crematory, Currituck County, North Carolina
- Animal Control Shelter, City of Suffolk, Virginia
- Godspeed Animal Shelter Renovations and Addition, Williamsburg, Virginia
- Abbey Animal Hospital Expansion, Virginia Beach, Virginia
- Animal Housing Building, Virginia Aquarium, Virginia Beach, Virginia
- New Municipal Emergency Operations Center (E911) and Regional Emergency Communications Center (RECC) for Public Safety, Dare County / Tyrrell County, NC

Brian K. Wall, P.E., LEED AP

Mechanical Engineer / Department Head

PACE Collaborative, PC

Education

Bachelor of Science
Mechanical Engineering - 1993
Old Dominion University

Registration

Professional Engineer

- North Carolina - #24173
- Virginia

ACG Certified Commissioning Authority



Summary of Experience

Mr. Wall has a wide range of experience in the design of mechanical, plumbing, and fire protection systems for commercial, industrial, municipal, state and government facilities. He has been project manager on the majority of our projects where specialized services have been required. He is responsible for quality control on designs, drawings, specifications, contract documents, cost estimates, recommendations and coordinating construction. Mr. Wall is dedicated to providing leading-edge engineering services to every project.

Experience in the design of:

- HVAC Systems
- Geothermal Systems
- Chilled Water Distribution
- Energy Monitoring Systems
- Direct Digital Control (DDC) Systems
- Chilled Water, Hot Water & Steam Plants
- Fluid and Gas Distribution
- Steam Distribution
- Fuel Oil Systems
- Natural Gas Distribution Systems
- Fire Protection Systems (Dry Pipe, Preaction, Deluge & Wet Pipe)

Relevant experience includes:

- Animal Crematory, Currituck County, North Carolina
- Animal Control Shelter, City of Suffolk, Virginia
- Animal Care and Adoption Center Geothermal Well Field, Virginia Beach, Virginia
- Godspeed Animal Shelter Renovations and Addition, Williamsburg, Virginia
- Abbey Animal Hospital Expansion, Virginia Beach, Virginia
- New Municipal Emergency Operations Center (E911) and Regional Emergency Communications Center (RECC) for Public Safety, Dare County / Tyrrell County, NC



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Daniel W. Speight, P.E.

President / Principal Structural Engineer of Record
dws@smandf.com



EDUCATION

Bachelor of Science in Civil Engineering (Structural Engineering Concentration), 1986
Old Dominion University, Norfolk, Virginia

PROFESSIONAL ACTIVITIES AND AFFILIATIONS

- Virginia Beach Education Foundation Board Member
- American Society of Civil Engineers (ASCE)
- American Institute of Steel Construction (AISC)
- International Code Council (ICC)
- Instructor of the General Structures & Lateral Forces course for the ARE (Architectural Registration Examination)
- Consultant & Instructor for Southeast Concrete Masonry Association

ENGINEERING LICENSES

State	P.E. #	Date Issued	Discipline
North Carolina	17019	9-14-90	Professional Engineer
Virginia	021282	7-16-90	Professional Engineer
27 others (info provided upon request)			

INDUSTRY EXPERIENCE

32.5 years

EXPERIENCE WITH FIRM

23.5 years (since inception 1/23/95)

EXPERIENCE AND QUALIFICATIONS

Mr. Speight started his career working in the Engineering Department of the Newport News Shipbuilding and Drydock Company while attending Old Dominion University. Upon graduating, he worked for Stroud, Pence and Associates, Ltd. as a Project Engineer and Associate until he resigned to form Speight, Marshall & Francis, P.C. in 1994. Now, in addition to North Carolina Professional Engineer #017019, he holds Professional Engineering licenses in 28 other states.

For over 30 years Mr. Speight has performed structural engineering services for Virginia municipal governments and he has developed a strong working relationship with Guernsey Tingle's staff through their collaborations throughout the years. As Principal Structural Engineer of Record, Mr. Speight will oversee the entire project and will incorporate his three decades of structural engineering expertise to complete a full review of structural drawings prior to signing and sealing. Mr. Speight will perform project management, design, construction document preparation, construction administration, and construction inspections. He is also responsible for supervision and quality control for production of construction documents and to assure quality control is maintained during construction.

We realize the importance of the schedule and budget on this project; Mr. Speight has established our firm's reputation for not missing deadlines and on a daily basis will ensure all aspects of this project are on track. He prides himself on responding quickly to client requests and being easily reached in the office, by mobile device, or at home. Time and time again, Mr. Speight has demonstrated his ability to provide quick response time on project issues of immediate need to our extensive list of repeat clients. Relevant project experience includes:

- Peninsula Regional Animal Shelter, Newport News, VA
- Virginia Beach Animal Care & Adoption Center, Virginia Beach, VA
- Sussex County Animal Shelter, Route 632 Robinson Road, Sussex County, VA
- Eastern Shore Regional Animal Shelter, Northampton County, VA
- Police Special Ops/Forensics/Evidence Complex, Virginia Beach, VA
- New Government Offices & E-911 Call Center, County of Dinwiddie, VA
- Brooks Crossing South Police Precinct & E911 Command Center, Newport News, VA
- Suffolk Municipal Office Building & E911 Call Center, Design/Build, Suffolk, VA



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Jonathan Walesczyk, P.E.

Principal Structural Engineer-in-Charge
jw@smandf.com



EDUCATION

Bachelor of Science in Engineering Technology (Civil, Structural & Construction Management Emphasis), 1997, Old Dominion University, Norfolk, Virginia

PROFESSIONAL AFFILIATIONS

- American Institute of Steel Construction (AISC)

ENGINEERING LICENSES

State	P.E. #	Date Issued	Discipline
North Carolina	042390	3-25-15	Professional Engineer
Virginia	038889	10-29-03	Professional Engineer
D.C.	PE900497	6-4-02	Structural Engineer

2002 / Registered NCEES SE-I, Structural I Engineer Certification

INDUSTRY EXPERIENCE

21.5 years

EXPERIENCE WITH FIRM

18 years (since 8/28/00)

PREVIOUS EXPERIENCE

MCPHERSON & ASSOCIATES, VIRGINIA BEACH, VIRGINIA-Structural Engineer 1997 - 2000
 Responsible for the design and preparation of contract documents. Responsibilities included the analysis of all types of complex structures including healthcare, schools, fire stations, bulkheads, storage tanks, office buildings, industrial facilities, warehouses, pump stations, multi-family housing, churches, shopping centers and college/university buildings.

EXPERIENCE AND QUALIFICATIONS

A registered Professional Engineer in North Carolina (#042390), Mr. Walesczyk has worked on many municipal government projects thus will serve as Principal Structural Engineer-in-Charge for the Dare County Animal Shelter project. Well-acquainted with federal, state, and local building code requirements, he will supervise each phase of the project from preliminary and schematic design to final structural design documents to ensure strict engineering standards are followed and will complete Quality Assurance/Quality Control reviews throughout the process. He will coordinate efforts among the project team including attending required meetings to stay on top of all facets of the project. His responsibilities with our firm also include project management, structural investigations, feasibility studies, preliminary design, preparation of full contract drawings, peer review, shop drawing review, and construction administration including inspection during construction.

He has become well-liked by our clients for his quick response time and his "can do" attitude. His resume encompasses considerable experience with similar animal shelter projects and municipal government clients over the years leading to a reputation for practicality and creativity. Mr. Walesczyk has project experience designing for LEED certification and is currently pursuing LEED Accredited Professional certification. Related project experience includes:

- Peninsula Regional Animal Shelter, Newport News, VA
- Virginia Beach Animal Care & Adoption Center, Virginia Beach, VA
- Sussex County Animal Shelter, Route 632 Robinson Road, Sussex County, VA
- Eastern Shore Regional Animal Shelter, Northampton County, VA
- Police Special Ops/Forensics/Evidence Complex, Virginia Beach, VA
- New Government Offices & E-911 Call Center, County of Dinwiddie, VA
- Brooks Crossing South Police Precinct & E911 Command Center, Newport News, VA
- Suffolk Municipal Office Building & E911 Call Center, Design/Build, Suffolk, VA



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Earl H. Inge, Jr., P.E.

Senior Structural Engineer
ehi@smandf.com

EDUCATION

Bachelor of Science in Civil Engineering, 1993, North Carolina State University, Raleigh, NC
Master of Engineering in Civil Engineering, 1994, North Carolina State University, Raleigh, NC

PROFESSIONAL ACTIVITIES AND AFFILIATIONS

- Structural Engineer's Association of Virginia (SEAVa), Board Member and Past Chairman
- Design Build Institute of America (DBIA) Hampton Roads Chapter, Board Member & Membership Chair
- Virginia Chapter, American Concrete Institute (ACI)
- American Institute of Steel Construction (AISC)
- Society of American Military Engineers (SAME)

ENGINEERING LICENSES

State	P.E. #	Date Issued	Discipline
North Carolina	124888	7/12/99	Professional Engineer
Virginia	035522	12/6/00	Professional Engineer

INDUSTRY EXPERIENCE

23 years

EXPERIENCE WITH FIRM

1 year (since 5/22/17)

EXPERIENCE AND QUALIFICATIONS

Mr. Inge joined our firm from Stroud, Pence & Associates where he served as a Principal and Vice President. He has 23 years of multi-faceted structural design experience in a variety of projects for municipal government clients. His resume encompasses a comprehensive array of market segments with proficiency in structural design of offices, clinics, police stations, fire and rescue stations, and other projects incorporating energy efficient and sustainable design principles. His accomplished proficiency with sustainable design is demonstrated through several LEED Platinum and Gold certified projects.

Previous experience and current duties with our firm includes feasibility and cost analysis of alternate structural systems, structural evaluations and investigations/forensics, development of construction documents and specifications utilizing a variety of superstructural systems and foundations, construction administration including shop drawing review, and special inspections. He also supervises the preparation of construction documents to assure quality control for structures constructed of masonry, reinforced concrete, structural and light gage steel, and wood.

Mr. Inge's talent is coveted by our clients because of his meticulous dedication to providing structural designs that function to achieve the unique design visions of the architects, owners, and other engineers. His strengths also include providing economical structural designs and innovative solutions to construction issues. His proficiency in this arena was developed and enriched by spending a substantial amount of time over the last two decades on jobsites conducting field observations and working with contractors performing construction observation and special inspections.

Additional responsibilities, which are instrumental to our firm's success, include management of project schedules, fostering teamwork through his well-honed leadership skills, development of proposals, and business development. He shares the firm's genuine love for the profession, commitment to engineering excellence, and dedication to impeccable responsiveness to clients' needs. Relevant projects include:

- P4042 Medical/Dental Clinic Replacement - Wallace Creek, Camp Lejeune, Camp Lejeune, NC
- Roxboro Municipal Buildings, Roxboro, NC
- Wake County Emergency Medical Services Buildings, Raleigh/Wake Forest, NC
- Hopewell Police Station & Public Safety Buildings, Hopewell, VA *
- City of Virginia Beach Building Maintenance Office & Storage Building, Virginia Beach, VA *
- Town Center Fire/EMS Facility and Burton Station Fire/EMS Facility, Virginia Beach, VA *

KIM HAMBY, PE

Civil Engineering

Overview

Kimberly D. Hamby has over 23 years of engineering planning and design experience. As a result she possesses extensive knowledge of the design and permitting processes for stormwater management, erosion control, water, sanitary sewer, and roadway improvements. Through work in these areas, she has developed an excellent working relationship with the local planning departments and permitting agencies at the state and local level. She works closely with the review engineers for the counties and municipalities to evaluate the required computer analyses she prepares for the projects. As project manager, she prepares budgets and proposals for projects, manages the timelines for project submittals, and works closely with the clients and permitting agencies. She assists in the coordination of survey work from initial topographical survey work to stake out and as-built data collection.

Select Project Experience

- Dare & Tyrell County RECC & Dare County Emergency Operations Center Site Design, Manteo, NC*
- 9-1-1 Communications Center, Martin County, NC*
- College of the Albemarle Regional Aviation and Technical Training Center, Currituck, NC*
- Manteo Elementary School Addition, Dare County, NC*
- Currituck County Animal Shelter, Currituck County, NC*
- The Y on Granby - YMCA, Norfolk, VA*
- Currituck Family YMCA, Currituck County, NC*
- Tanglewood Pavilions Shopping Center, Elizabeth City, NC*
- Ahoskie Commercial Park, Hertford County, NC
- Buffalo City Distillery, Currituck County, NC
- Camden Dam Solar, Camden County, NC
- DaVita, Hertford County, NC
- Graham's Collision Center, Currituck County, NC
- Grandy Solar Farm, Currituck County, NC
- Hidenwood CAX, Newport News, VA
- HRC Shops, Hampton Roads Crossing - Suffolk, Va., Suffolk, VA
- Marina Shore Apartments, Virginia Beach, VA
- ODFL Norfolk, Chesapeake, VA
- Sandy Hook Crossing, Camden County, NC
- Sawyers Creek Waterline Relocation, Camden County, NC
- Village Shops at Kingsmill, York County, VA

Education

- Associate of Applied Science, Drafting and Design Technology, College of Albemarle, 1989

Registration

- Professional Engineer: NC

Experience

- 24 Years

*Performed prior to joining Timmons Group

BLAKE HALL, PE, RLA, LEED AP, BD+C

Civil Engineer & Landscape Architect

Overview

Blake is a proactive and detail-oriented Civil Engineer and Landscape Architect in our Raleigh, NC office. With his significant amount of experience, Blake has a strong record of meeting/exceeding aggressive schedules and standards of quality through successful teamwork, with leadership and technical expertise in all aspects of site development and infrastructure improvement projects for both public and private clients. Blake has participated in the design and construction management for several LEED and sustainable LID projects through North Carolina and Virginia. Blake's attention to the natural surroundings provides for seamless designs which lay on the land in an aesthetically and environmentally sensitive manner.

Select Project Experience

- Iron Horse, Moore County, NC
- Pre-Trial Detainee Facility, Onslow County, NC
- Raleigh Public Safety Training Facility, Raleigh, NC
- Bladen County Detention Center, Bladen County, NC
- Guilford County Detention Center, Greensboro, NC
- Wayne County Sheriffs Office & Detention Center, Wayne County, NC
- Wayne Satellite Jail Facility, Wayne County, NC
- Halifax County Sheriff's Office & Jail Phase II, Halifax County, NC
- Cary Fire Station #9, Cary, NC
- NC Dept of Health & Human Services Office Consolidation, Town of Garner, NC
- NC National Guard Asheboro Readiness Center, Asheboro, NC
- NC National Guard Butner Readiness Center POV Expansion, Granville County, NC
- Wake County, New Hope EMS Station, Wake County, NC
- Wake County, Wendell EMS Project, Wake County, NC
- Department of Water Management Mist Lake Facility Complex, Durham, NC
- Culpeper Community Complex, Culpeper, VA
- Fire Station #2, Stafford County, VA
- US Army Corps of Engineers 18th Weather Squadron, Bldg. 560 Renovations (MATOC), Pope AFB Base, NC
- Fort Gordon Building 25719 Renovations, Fort Gordon, GA
- Consolidated Support Center Seymour Johnson Air Base, Goldsboro, NC
- Construct Fire Station Project, Fayetteville, NC
- Disaster Recover Center, Fort Bragg, NC
- Fort Bragg Dental Clinic Renovation, Fayetteville, NC
- Fort Gordan Fisher Dental Lab, Richmond County, GA
- Fort Jackson Pierce Terrace ES, Richland County, SC
- Group Support Battalion Facility, Fort Campbell, KY
- Cherry Point - Marine Air Support Squadron Complex, Craven County, NC
- SOF Battalion Operations, Fayetteville, ND
- SOF Communications Facility, Fort Bragg, NC
- SOF Expand Training Compound, Fort Bragg, NC

Education

- Bachelor of Science, Landscape Architecture, Virginia Tech, 2003

Registration

- Landscape Architect: NC, SC, VA
- Professional Engineer: NC
- LEED Accredited

Experience

- 15 Years

Affiliations

- United States Green Building Council
- American Society of Landscape Architects



JASON MIZELLE, PLS

Surveying & Civil Engineering

Overview

Jason is a Senior Project Manager with over fifteen years of progressive experience in municipal and private development projects in eastern North Carolina. His primary focus is managing workflow of projects, and assisting in the coordination between engineering and surveying. Jason has been responsible for the development of site plans, utility drawings and survey maps for a wide variety of projects both on the coast and inland areas of North Carolina as well as the coordination of design surveys and construction staking. Project types worked on range from Boundary Retracement, Major Subdivisions, Commercial Site Plans, Feasibility Studies, Environmental Permitting and Construction Staking for various large commercial and government projects. Mr. Mizelle is a native of Martin County, North Carolina which has allowed him to establish productive and worthwhile relationships with both local municipalities and private sector clients.

Select Project Experience

- Dare & Tyrell County RECC & Dare County Emergency Operations Center Site Design, Manteo, NC*
- 9-1-1 Communications Center, Martin County, NC*
- Ahoskie Commercial Park, Hertford County, NC
- Amended Minor Subdivision Lot 3 (Residual) Melvin Cooper Minor, Currituck County, NC
- Currituck Animal Shelter, Currituck County, NC*
- Boone Dentistry - Construction Surveying, Pasquotank County, NC
- Buffalo City Distillery, Currituck County, NC
- Shallowbag Bay Club, Manteo, NC
- Cornerstone Missionary Baptist Church, Pasquotank County, NC
- Dare County Schools, Multiple Locations, Dare County, NC
- Daniel Clay Cartwright Minor Subdivision, Camden County, NC
- DaVita, Hertford County, NC
- DEQ - Marine Fisheries, Pasquotank County, NC
- Dollar General, Multiple Locations, NC
- Graham's Collision Center, Currituck County, NC
- Grandy Road Subdivision, Currituck County, NC
- Grandy Solar Farm, Currituck County, NC
- Hall Ford, 1310 N. Road Street - Elizabeth City, NC, Pasquotank County, NC
- Harvey Point DTA - Range E&F Electrical Upgrade, Currituck County, NC
- Hawthorne Drive Duplexes, Pasquotank County, NC
- Hidenwood CAX, Newport News, VA
- Kassir Hotel Site Plan, Patrick County, NC
- Kitty Hawk Terrace, Dare County, NC
- Larchmont Church, Norfolk, VA
- Marina Shore Apartments, Virginia Beach, VA

Education

- Associate of Applied Science, Architectural Technology, Pitt Community College, 1996

Registration

- Professional Land Surveyor: NC

Experience

- 22 Years

Affiliations

- North Carolina Society of Surveyors (NCSS)

*Performed prior to joining Timmons Group



Section 4

Project Approach

Project Approach

Following is an example of our approach to the design of the proposal Animal Shelter:

Architectural Design and Environment

Critical to the smooth operation of an animal care facility is the cohesive merging of all functions that an animal shelter supports. GuernseyTingle will work with Dare County to deliver a successful layout through understanding the needs and function of every aspect of the building.

Public access should be visible and focused on the priority of presenting animals for adoption to good homes. The adoption rooms and kennels will be grouped such that they are immediately and easily accessible as well as visible to the public.

Open spaces with minimal barriers to smooth flow and visual continuity allow the staff to engage with the public and the public with the animals in ways which facilitate interaction and enable adoptions. A private room allowing for pets and potential owners to get acquainted should also be available.

Through creative use of layering and spatial planning, natural light can fill the spaces and provide a bright, pleasant place for the staff and animals alike.

The design should incorporate acoustical control measures necessary for a pleasant environment. The noisier animal housing zones will be isolated from the visiting public and staff through corridors and walls which absorb and contain sound.

Additionally, keeping groupings of dog runs either indoors or outdoors to a manageable number will keep the decibel levels to a minimum. These efforts contribute to a more tranquil environment for the families adopting or visiting, the staff and the animals.

Staff access should be through a more private entrance and the animal control and service access should be segregated from the adoption areas. The staff and utilitarian needs of the facility, such as intake, isolation, visiting veterinarian areas, exam rooms and euthanasia should be separated from the public areas to limit access.

Animal Health and Safety

Careful analysis while planning spaces eliminates the communication of disease. Distinct entrances for the intake and control of stray or feral animals that may have health or behavioral issues will be conveniently accessed and separate from the larger kennel areas. Moving healthy and sick animals through and around the building without the two crossing paths is critical to the containment and mitigation of disease.

GuernseyTingle addresses animal containment by utilizing airlocks and double doors at major passageways, at the indoor runs and cages, barriers to climbing, jumping and direct access to other animals. In outdoor runs and exercise yards, similar impediments to escaping via jumping and digging will be designed using properly sized fencing, and multiple automatically latching gates.

Designing the space necessary to utilize the latest technology, equipment and supplies in cleaning and disinfecting is vital. The implementation of these measures will curb the spread of fecal-oral diseases such as parvovirus.

Maintenance and Durability

Animal shelters are one of the toughest building environments to maintain. We design animal shelters to be an extremely resilient and durable place for sheltering animals for years to come. We incorporate the most durable and easy-to-clean materials such as water resistant walls of concrete block and concrete floors with epoxy coatings built to handle the daily wash-downs they'll receive. Designing with open, accessible spaces and surfaces we eliminate the problem areas encountered in the day-to-day care. Multiple cleanup areas to provide convenient and easy access to cleaning equipment ensure that the job can be done well and as often as needed.



Future Growth

The building should be laid out with particular attention paid to future expansion in the critical areas of sheltering and adopting animals.

Coordination of the Complete Project

At GuernseyTingle, we understand that local governments, non-profits and other animal care providers may not have the manpower or the experience to coordinate the multiple aspects of construction and outfitting of a new/renovated animal shelter. In addition to site and building construction, the project will need medical equipment, veterinary equipment, lab equipment, kennel equipment, furnishings, cleaning/maintenance equipment, specialty lighting, and even artwork. We assist our clients with all the aspects of animal care facilities, and adjust our efforts to help procure the various equipment packages (if the budget allows); or provide direction and resources for clients to contact on their own.



Section 5

References

References

Richmond Animal League

11401 International Drive
Richmond, VA 23236

Elizabeth H. Thomas

Title: Chairman

E-mail: elizabeth@ral.org

Chesterfield Animal Care Facility

9800 Government Center Parkway
Chesterfield, VA 23832

Jasna Elswick

Title: Division Chief for Capitol Projects & Programs

E-mail: elswickj@chesterfield.gov

Godspeed Animal Hospital

St. Francis Pet Resort & Rehabilitation Center

102 Tewning Rd
Williamsburg, VA 23185

Pam Dumont, DVM, CCRP

Title: Owner

E-mail: pndgodspeed@cox.net

References (con't)

Virginia Beach Animal Care & Adoption Center

341 S. Birdneck Road

Virginia Beach, VA 23451

Juleen Ballance

Title: Shelter Manager

E-mail: ballanc@vbgov.com

Yorktown Animal Hospital

2400 Fort Eustis Boulevard

Yorktown, VA 23692

Charlie Wolfe, BS, MA, VMD

Title: Owner

E-mail: yah@widomaker.com

Heritage Humane Society

430 Waller Mill Road

Williamsburg, VA 23185

Kim Laska

Title: Executive Director

E-mail: director@heritagehumanesociety.org



*4350 New Town Avenue, Suite 101
Williamsburg, VA 23188
757.220.0220*

GUERNSEYTINGLE.COM



STATEMENT OF QUALIFICATIONS

**Animal Shelter Project
County of Dare, NC**

August 29, 2018



**WALLER
TODD &
SADLER**
ARCHITECTS

August 29, 2018

Dare County Finance Office
Attention: Dustin Peele
PO Box 1000
954 Marshall C Collins Drive
Manteo, NC 27954-1000

RE: Statement of Qualifications, County of Dare, Animal Shelter Project

Dear Mr. Peele,

We are excited to provide the County of Dare with our team's qualifications for programming and design services for a new animal shelter. Our Design Team understands the impounding and sheltering issues that face the County's abandoned and surrendered animals. It would be an honor to work with the county and its citizens to create a new, efficient, and comfortable facility.

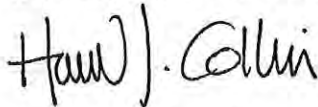
Established in 1956, Waller, Todd & Sadler Architects, Inc., is known throughout eastern Virginia and North Carolina for our public facilities. We have earned a reputation for outstanding design, high quality construction documents, adhering to project schedules, and providing accurate estimates of construction costs. Our team has the experience necessary to provide programming, space needs analysis, space adjacency diagrams, floor plan design, and cost estimates, as well as construction administration and post-construction building services. We have participated in community meetings, speaking on behalf of our clients in order to develop structures that benefit all interested parties.

Our consultant design firms also have substantial experience in working on animal shelter projects and municipal facilities. Each design team firm is dedicated to providing the highest level of responsiveness, quality, and expertise in order to successfully complete this project. We are confident that our past experience, our portfolio of projects, and our excellent past performance record offer a solid foundation for the design services required for this project.

We look forward to the opportunity to expand upon our expertise and experience. Thank you for your consideration.

Sincerely,

WALLER, TODD & SADLER ARCHITECTS, INC.



Howard J. Collins, AIA
Executive Vice President, Principal-in-Charge

FIRM OVERVIEW

As a 62-year old architectural and interior design firm, Waller, Todd & Sadler Architects, Inc., (WTS) strives to design facilities that are aesthetically pleasing, functional, and efficient, that reflect the specific needs of the client, and that are constructed with durable materials and systems that require minimal long-term maintenance. Our professionals have prepared complete contract documents for exterior and interior modifications as well as new construction of more than 2,000 projects of various size and scope.

Our professionals are highly qualified to undertake and complete the architectural, engineering, and other professional services needed for the Dare County Animal Shelter Project. Our designers and planners maintain up-to-date registrations, certifications, and education in order to provide clients with the most innovative and state-of-the-art concepts. Each staff member assigned a key role for this contract has experience as either principal-in-charge, project manager, or professional architect/engineer and has performed work on projects similar in scope to those described in the Request for Qualifications.

Our design team staff is dedicated to developing relationships with our clients. This means there is always someone available who is intimately familiar with your project, should you have any questions or concerns. From our partners to our administrative staff, you can have confidence in the fact that, should there be an issue that needs immediate attention, we will respond promptly to ensure immediate resolution.

Waller, Todd & Sadler Architects has worked on many successful new facility designs for various Animal Shelters throughout Virginia and North Carolina.



Animal Care Center, Currituck, NC



Peninsula Regional Animal Shelter, Newport News, VA



Animal Care Center, Suffolk, VA



SPECIALIZED EXPERIENCE

CURRITUCK COUNTY ANIMAL SHELTER Currituck County, NC

Waller, Todd & Sadler Architects provided A/E services including comprehensive interior design for this design-build 10,000 SF Animal Shelter in the Currituck Community Park, including operational space for the Animal Control Department and associated animal isolation areas.

The intent was to develop an approach that would support a high level of animal adoptions. The “adoption friendly” approach sought to develop a facility adequately sized to accommodate the projected volume of dogs and cats it served both initially and in the longer term; one that offered the public sufficient opportunity to visit sheltered animals in a positive, healthy environment encouraging the willingness to adopt.

Program elements included:

- Public reception and sales of basic pet care needs for adopted animals.
- Administrative areas including private offices for animal shelter staff and animal control officers.
- Public education provisions such as classroom or multi-function meeting/training room.
- Animal receiving, including examination and grooming functions.
- Animal kennels for 43 dogs and spaces for 134 cats.
- Animal kennels for quarantine and routine observation.
- Clinic space(s) for shelter animal care, euthanasia, emergencies and spay/neuter programs.
- Expandability for future growth.
- Maximum Controlled Natural Daylighting.
- Controlled Division of Public and Private Spaces
- Concrete Exterior Walls and Back-up Emergency Power



SPECIALIZED EXPERIENCE

PENINSULA REGIONAL ANIMAL SHELTER Newport News, VA

Waller, Todd & Sadler Architects provided A/E services including comprehensive interior design for this 29,975 SF animal shelter facility with the capability to house, medically treat, and sustain 100 dogs and 180 cats on their way to adoption. The 3,900 SF veterinarian clinic offers daily treatment of the sheltered animals, including canine, feline, and the occasional reptilian or other household pet. The veterinarian services provided include surgery, vaccinations, and the sterilization of animals prior to final adoption.

Architecturally, the Animal Shelter benefits from high ceilings with high bay translucent windows for plentiful day lighting, yet provides the necessary discretion and privacy associated with veterinarian services and animal shelter housing. Supporting facilities include site work and improvements, utilities, access roads, and parking.

Service areas provided include:

- Pre-operation Room
- Exam Rooms (2)
- Clinical Care
- Surgical Suite
- Laboratory & Radiology Rooms
- Recovery Rooms (Canine & Feline)
- Food Storage & Preparation
- Visitor Adoption Rooms
- Animal Feature Rooms
- Dog Runs (Inside & Outside)
- Isolation Kennels
- Quarantine for dogs and cats carrying possible health risks
- Wash Rooms (Canine & Feline)
- Canine Nursery
- Sally Port & Intake Area
- Veterinary Administrative & Support Areas



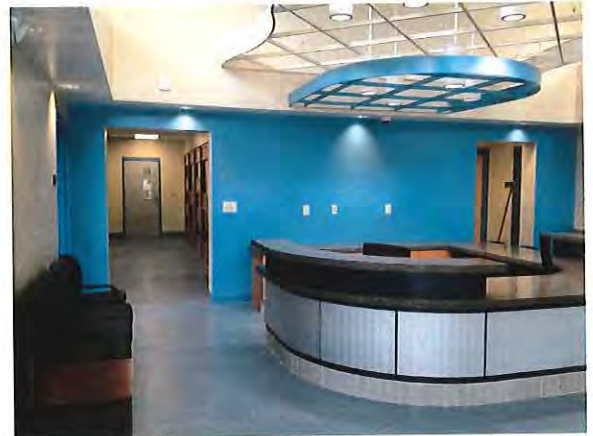
SPECIALIZED EXPERIENCE

ANIMAL CARE CENTER Suffolk, VA

Waller, Todd & Sadler Architects provided A/E services including comprehensive interior design for this design-bid-build 8,215 SF Animal Care Center, nearly doubling the size of the current facility with 3,600 SF of additions. The one-story facility includes 76 dog kennels separated into an adoptive kennel and intake/quarantine runs and approximately 75 cat kennels separated into areas for adoption, feral and isolation. Puppy, cat and small animal display cases similar to a pet store were provided to entice the customers.

The shelter features reception lobby and retail space; an office suite for animal control; shelter offices, food preparation and storage areas; indoor "get acquainted" rooms and outdoor get acquainted" areas. The facility also includes kennels for isolation and quarantine for dogs and cats carrying possible health risks; veterinary exam room; well care clinic space and a grooming room. Supporting facilities included site work and improvements, utilities, access roads, and parking.

The veterinarian services provided include vaccinations and the sterilization of animals prior to final adoption. There are two exam rooms in the facility, one that is primarily used to exam and treat adoptive and stray animals, and a well-care clinic area. The well care clinic space is used for public education classes and shot clinics.



SPECIALIZED EXPERIENCE

MILITARY WORKING DOG KENNEL

NAS Oceana, Dam Neck Annex, Virginia Beach, VA

Waller, Todd & Sadler Architects provided A/E services including comprehensive interior design for this Design-Build 5,520 SF Military Working Dog Kennel for seven dogs including veterinary service, food storage and preparation, tack room, kennels, inside and outside dog runs and private offices for trainers, handlers and the Kennel Master.

The project provided veterinary medical exam rooms including clinical care, a veterinary administration area, surgical and x-ray rooms, an isolation kennel for dogs recovering from sedation post-surgery, a medical refrigerator and a surgery table. Supporting facilities included site work and improvements including an exterior storage building, utilities, access roads, GOV parking with restricted access and POV parking.

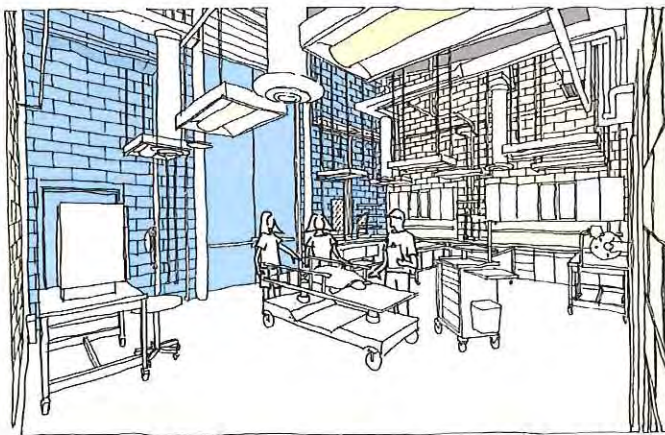
This project was designed in accordance with LEED 2009 Edition and achieved a Silver Certified rating through the US Green Building Council. Design guidelines included Design Guide for Military Working Dog Facilities, and DoD Unified Facilities Criteria (UFC) 4-510-01, American Animal Hospital Association Guidelines.



SPECIALIZED EXPERIENCE

VIRGINIA AQUARIUM MARINE ANIMAL CONSERVATION CENTER Virginia Beach, VA

The new Marine Animal Conservation Center will provide the Virginia Aquarium and Marine Science Center with important facilities for the refuge, care and rehabilitation of marine animals. Located on a heavily wooded three-acre site adjacent to Owl's Creek, the facility minimizes site disturbance while maximizing resiliency on its coastal location. Using a distinctive roof shape that gathers rainwater and a protective precast concrete wall system, the building demonstrates qualities of conservation and protection. This state of the art pinniped and sea turtle rehabilitation facility will house the Aquarium's stranding response program, with animal quarantine and holding areas, a lab and exam room, a food prep kitchen, office and support spaces, necropsy labs, and exterior loading and storage. The Live Animal Treatment Area features a surgical suite, treatment rooms, and radiography suites, which further the mission of the aquarium.



SUBCONSULTANT OVERVIEW

Timmons Group- Civil Engineering

Founded in 1953 Timmons Group provides civil engineering, environmental, geotechnical, GIS/geospatial technology, landscape architecture, and surveying services to a diverse client base. Timmons has been recognized for nearly 25 years as one of *Engineering News Record's Top 500 Design Firms*.



TIMMONS GROUP

YOUR VISION ACHIEVED THROUGH OURS.

Timmons Group has more than 50 years of experience assisting state and local government clients with significant civil engineering projects from offices located in North Carolina and Virginia. They are dedicated to assisting local and state government entities in meeting their conceptual planning and site development needs. Their focus on local/state government entities enables them to master plan and design sites that effectively integrate the required program and operational considerations within the selected site. They are also committed to environmentally sensitive and responsible site design, while never losing focus on the project budget and time constraints.

Timmons has experience providing civil/site services for animal shelters across North Carolina and Virginia including the following.

- Guilford County Animal Shelter, Guilford County, NC
- Triad Animal Hospital, Kernersville, NC
- Vance County Animal Shelter, Vance County, NC
- Goochland County Animal Shelter, Goochland, VA
- Shady Grove-Animal Clinic, Richmond, VA
- Henrico County Animal Shelter, Henrico, VA
- King George Co. - New Animal Shelter, King George, VA
- Chester Animal Clinic, Chester, VA
- Animal Shelter at Yancey Property, County of Prince George, VA
- Yancey Property Animal Shelter, County of Prince George, VA
- Greensville Animal Shelter, Greensville County, VA
- Hopewell Animal Hospital, Hopewell, VA
- New Animal Shelter, Isle of Wight PPEA, Isle of Wight, VA
- Brook Run Animal Clinic, Richmond, VA
- Orange County Animal Shelter, Orange, VA



Animal Shelter Project, County of Dare, NC

SUBCONSULTANT OVERVIEW

Speight, Marshall & Francis, PC - Structural Engineering

Speight, Marshall & Francis, PC is an award-winning structural engineering and Special Inspections firm. With offices in Virginia Beach and Richmond, they retain a total staff of 33 and employ engineering professionals licensed to practice in North Carolina and 28 other states. Although the firm performs structural services for projects around the nation, they focus on projects primarily in southeastern Virginia and northeastern North Carolina. Community-based municipal government projects have comprised a noteworthy part of their business over the last 23 years thus their staff has practical experience and qualifications with providing all of the structural engineering services that would be required for the Dare County Animal Shelter project.



Project experience spans a variety of projects with Waller, Todd & Sadler Architects, animal shelters, offices, community-based projects, and a variety of projects for municipal governments. Of particular relevance is their Peninsula Regional Animal Shelter project with Waller, Todd & Sadler Architects, a 29,975 square foot, single-story animal control facility in Newport News, VA. This state-of-the-art "open-admission" shelter contains animal control offices and a full service veterinary clinic which has capacity for 100 dogs and 180 cats, as well as pocket pets and other small companion animals. Relevant project experience also includes the multi-award winning Virginia Beach Animal Care & Adoption Center, a 38,000 square foot LEED Silver certified state-of-the-art green facility which can house up to 192 dogs, 129 cats and 20 other/exotic pets.

Additional projects include the Sussex County Animal Shelter, Sussex County, VA and the Eastern Shore Regional Animal Shelter in Northampton County, Va.



Virginia Beach Animal Care & Adoption Center



SUBCONSULTANT OVERVIEW

Hickman|Ambrose, Inc. - MEP Engineering

Established in 1988, Hickman | Ambrose, specializes in the design and renovation of mechanical and electrical building Systems including:

- Plumbing
- HVAC
- Control Systems
- Specialty Piping Systems
- Fire Protection
- Solar
- Rain Water Harvesting
- Electrical Power Distribution
- Emergency Power Generation
- LED Lighting
- Lighting
- Educational Systems Technology - Voice, Data, Video
- LEED Projects



Hickman|Ambrose has extensive experience with a wide variety of building types including government/municipal, educational, medical, residential, religious, and retail facilities. Their reputation for cost-efficient designs, problem solving, and troubleshooting systems is due to their experience and dedication to progressive technology and innovative design. Through this creative process, Hickman|Ambrose, is able to take the most complicated building design or perplexing problem and provide cost effective solutions within budget and time constraints.

Similar animal services project include:

- Currituck Animal Shelter, Currituck County, NC (with WTS)
- SPCA of North East North Carolina Addition, Elizabeth City, NC
- Peninsula Regional Animal Shelter, Newport News, VA (with WTS)
- Chesapeake Animal Services Facility Renovation & Addition, Chesapeake, VA
- New Animal Services Building, Chesapeake, VA
- Animal Services Facility, Sussex County, VA
- Veterinary Hospital Clinic, Virginia Beach, VA



Chesapeake Animal Services



SUBCONSULTANT OVERVIEW



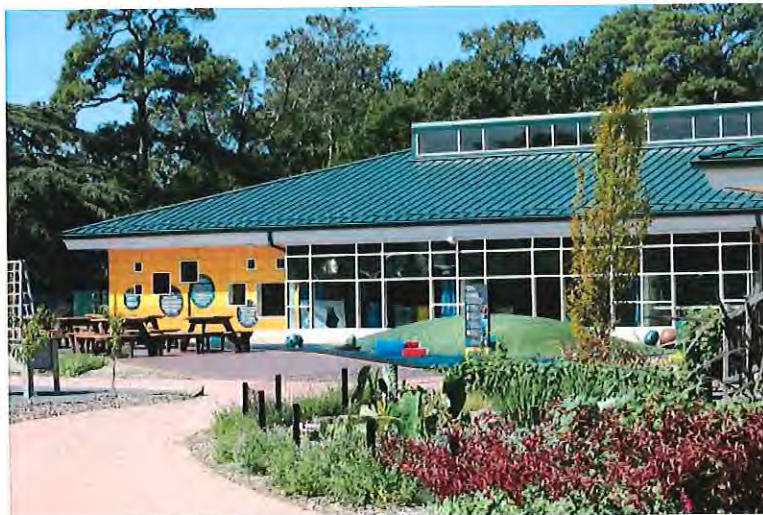
GET Solutions, Inc. - Geotechnical Engineering

GET Solutions, Inc. is a full service Geotechnical, Environmental, and Testing firm with in-house drilling capabilities and certified soils and concrete testing laboratories. The firm SWaM certified (#656305) for state/municipal work. In addition, GET Solutions, Inc. is certified to perform Special Inspections testing services in accordance with the requirements of ASTM E-329. Offices are located in Elizabeth City and Jacksonville, North Carolina, and Virginia Beach and Williamsburg, Virginia. GET Solutions, Inc. formed its corporation in June, 2000.

GET Solutions, Inc. has been performing geotechnical investigation services, soil borings, environmental services, and construction materials testing services in Dare County and throughout northeastern North Carolina since 2001. We have extensive knowledge of the hydrology and soils of the area and we are familiar with the rules, regulations, and procedures of the County Government.

Similar animal services project include:

- Currituck Animal Shelter, Currituck, NC (with WTS)
- Lannon's Animal Hospital; Elizabeth City, NC
- Pocosin Lakes National Wildlife Refuge Roadway Improvements and Bridge Replacement; Dare County, NC
- North Carolina Aquarium Jennette's Pier, Nags Head, NC
- Adoption Friendly Animal Shelter, Virginia Beach, VA
- Alligator River National Wildlife Refuge, Dare County, NC
- Animal Care Annex Site Feasibility Study, Virginia Beach, VA
- Animal Control Center Addition; Suffolk, VA (with WTS)
- Animal Control Center BMP, Suffolk, Virginia
- Chesapeake Animal Control Renovations and Additions, Chesapeake, VA
- Chesapeake Animal Shelter, Chesapeake, VA
- Virginia Aquarium Marine Animal Care Center, Virginia Beach, VA (with WTS)
- Virginia Zoo Animal Wellness Campus, Norfolk, VA



Virginia Zoo Animal Wellness Campus

Proposed Staff



Waller, Todd & Sadler Architects, Inc.

Architecture, Interior Design, LEED Administration, Construction Administration

Howard Collins, AIA - Principal-in-Charge
William Schwegler, AIA, NCARB, a4le - Architect of Record
Daniel Costello, AIA - Project Manager
Jeffrey Pierce, AIA, LEED AP BD+C - LEED Administration
Marsha Tucker, CID, NCIDQ - Interior Designer

Timmons Group

Civil Engineering

Kim Hamby, PE - Civil Engineer
Jason Mizelle, PLS - Land Surveyor
Blake Hall, PE, RLA LEED AP BD+C - Civil Engineer/
Landscape Architect

Speight, Marshall & Francis

Structural Engineering

Jonathan Waleczyk, PE - Structural Engineer

Hickman | Ambrose

MEP Engineering

Scott Hickman, PE - MEP Engineer
Ted Ambrose, Jr., PE - MEP Engineer

GET Solutions

Geotechnical Engineering, Material Testing

Jerry Stalls, Jr., PE - Geotechnical Engineer



Proposed Staff

Howard Collins, AIA

Executive Vice President, Principal-in-Charge

Mr. Collins will be responsible for contract administration and project oversight. With 43 years of experience in all facets of the architectural profession, he has managed a wide range of projects including municipal, K-12 education, higher-ed, correctional, religious, multi-family residential, commercial, and health care facilities. Clients include local, state, and federal government agencies, including various Department of Defense agencies, both stateside and abroad. Mr. Collins' involvement includes initial programming and project design, overall supervision of design staff, contract document review and coordination and cost control. His participation extends through the contract bid and construction administration phases to ensure the design intent is carried out to the satisfaction of the client.

Relevant Experience

- Currituck Animal Shelter, Currituck County, NC
- Peninsula Regional Animal Shelter, Newport News, VA
- Virginia Aquarium Marine Animal Conservation Center, Virginia Beach, VA
- General Booth Veterinary Hospital, Virginia Beach, VA

**Experience with a previous firm*



Years of Experience

43

Professional Registration

1982/VA/005307

Education

Bachelor of Architecture,
NY Institute of Technology,
1975

Professional Affiliations

American Institute of
Architects (AIA)

Association for Learning
Environments (a4le)

Virginia Education Facility
Planners

Governor's School for the
Arts



Proposed Staff

William Schwegler, AIA, NCARB *Vice President, Architect of Record*

With 39 years of experience in all facets of the architectural profession, Mr. Schwegler has managed a wide range of projects including municipal, K-12 education, higher-ed, correctional, religious, multi-family residential, commercial, and health care facilities. Clients include local, state, and federal government agencies, including various Department of Defense agencies, both stateside and abroad. His experience in design, specifications, project management and cost estimating provide the nucleus for a well-organized commitment to any project. Mr. Schwegler is responsible for the schedule and staffing needs of the design team's efforts. His involvement extends throughout a project, from initial programming through the construction phase and commissioning, thus providing continuity of services and ensuring that design objectives and schedules are met.

Relevant Experience

- Currituck Animal Shelter, Currituck County, NC
- Peninsula Regional Animal Shelter, Newport News, VA
- Animal Care Center, Suffolk, VA
- Virginia Aquarium Marine Animal Conservation Center, Virginia Beach, VA
- Military Working Dog Kennel, NAS Oceana, Dam Neck Annex, Virginia Beach, VA



Years of Experience

42

Professional Registration

1985/VA/006272

1984/OH/7990

1992/NC/42034

1991/NCARB/42034

Education

Bachelor of Architecture,
The Ohio State University,
1979

Professional Affiliations

American Institute of
Architects (AIA)

Association for Learning
Environments (a4le)

Society of American Military
Engineers (SAME)

U.S. Green Building Council



Proposed Staff

Daniel Costello, AIA

Project Architect

Mr. Costello has served as Project Manager and Architect for municipal, state, and federal clients. He works closely with the Principal-in-Charge from the inception of a project through construction. He is directly involved in the production of design documents, including plans, elevations, specification writing and cost estimating. He is skilled in all aspects of production, from schematic planning and concept design development to shop drawing review and site visits during the construction administration phase.

Relevant Experience

- Currituck Animal Shelter, Currituck County, NC
- Peninsula Regional Animal Shelter, Newport News, VA
- Animal Care Center, Suffolk, VA
- Virginia Aquarium Marine Animal Conservation Center, Virginia Beach, VA



Years of Experience

18

Professional Registration

2010/VA/13704

Education

Bachelor of Architecture,
California Polytechnic State
University, 2000

Professional Affiliations

American Institute of
Architects (AIA)

Design-Build Institute of
America (DBIA)

Society of American Military
Engineers (SAME)

US Green Building Council

Associated General
Contractors of Virginia



Proposed Staff

Jeffrey Pierce, AIA, LEED AP BD+C, GPCP

LEED Administrator

Mr. Pierce has 15 years of experience and will serve as LEED Administrator. He has served as LEED Administrator on projects for municipal, state and federal clients. Responsibilities include assigning roles and credits to the LEED project team and providing clarification and education to those members, research, collection, and coordination of final supportive data in order to achieve LEED points, prior to submission the US Green Building Council.

Relevant Experience

- Currituck Animal Shelter, Currituck County, NC
- Peninsula Regional Animal Shelter, Newport News, VA
- Animal Care Center, Suffolk, VA
- Virginia Aquarium Marine Animal Conservation Center, Virginia Beach, VA
- Military Working Dog Kennel, NAS Oceana, Dam Neck Annex, Virginia Beach, VA



Years of Experience

15

Professional Registration

2015/WI/11972

Education

Bachelor of Architecture,
University of Virginia, 2003

Professional Affiliations

American Institute of
Architects (AIA)

Associated General
Contractors of VA

Society of American Military
Engineers (SAME)

Design Build Institute of
America (DBIA)

U.S. Green Building Council

Green Building Initiative



Proposed Staff

Marsha Tucker, CID, NCIDQ, LEED AP BD+C
Interior Designer

Ms Tucker has 29 years of design experience. Her design specialties include knowledge of programming, space planning, and construction documents. Other experience includes specifications of furniture, furnishings, and finishes for schools, universities, municipal, and government projects.



Relevant Experience

- Currituck Animal Shelter, Currituck County, NC
- Peninsula Regional Animal Shelter, Newport News, VA
- Animal Care Center, Suffolk, VA
- Virginia Aquarium Marine Animal Conservation Center, Virginia Beach, VA
- Military Working Dog Kennel, NAS Oceana, Dam Neck Annex, Virginia Beach, VA

Years of Experience

29

Professional Registration

2004/CID/VA/000664

2002/NCIDQ/018242

Education

BS Interior Design/1987/
Indiana University of
Pennsylvania

Professional Affiliations

International Interior Design
Association

U.S. Green Building Council



Proposed Staff

Kim Hamby, PE *Civil Engineer*

Kimberly D. Hamby has over 24 years of engineering planning and design experience. As a result she possesses extensive knowledge of the design and permitting processes for stormwater management, erosion control, water, sanitary sewer, and roadway improvements. Through work in these areas, she has developed an excellent working relationship with the local planning departments and permitting agencies at the state and local level. She works closely with the review engineers for the counties and municipalities to evaluate the required computer analyses she prepares for the projects.

Relevant Experience

- Currituck County Animal Shelter, Currituck County, NC*
- Dare & Tyrell County RECC & Dare County Emergency Operations Center Site Design, Manteo, NC*
- 9-1-1 Communications Center, Martin County, NC*
- College of the Albemarle Regional Aviation and Technical Training Center, Currituck, NC*
- Manteo Elementary School Addition, Dare County, NC*
- Currituck Family YMCA, Currituck County, NC*
- Tanglewood Pavilions Shopping Center, Elizabeth City, NC*
- Ahoskie Commercial Park, Hertford County, NC
- Buffalo City Distillery, Currituck County, NC
- Camden Dam Solar, Camden County, NC
- DaVita, Hertford County, NC
- Graham's Collision Center, Currituck County, NC
- Grandy Solar Farm, Currituck County, NC

**Experience with a previous firm*



TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Years of Experience

24

Professional Registration

Professional Engineer/
NC/42614

Education

AAS Drafting and Design
Technology/1989/College of
the Albemarle



Proposed Staff

Jason Mizelle, PLS

Licensed Surveyor

Jason is a Senior Project Manager with over fifteen years of progressive experience in municipal and private development projects in eastern North Carolina. His primary focus is managing workflow of projects, and assisting in the coordination between engineering and surveying. Jason has been responsible for the development of site plans, utility drawings and survey maps for a wide variety of projects both on the coast and inland areas of North Carolina as well as the coordination of design surveys and construction staking. Project types worked on range from boundary retracement, major subdivisions, commercial site plans, feasibility studies, environmental permitting and construction staking for various large commercial and government projects. Mr. Mizelle is a native of Martin County, North Carolina which has allowed him to establish productive and worthwhile relationships with both local municipalities and private sector clients.

Relevant Experience

- Currituck Animal Shelter, Currituck County, NC*
- Dare & Tyrell County RECC & Dare County Emergency Operations Center Site Design, Manteo, NC*
- 9-1-1 Communications Center, Martin County, NC*
- Ahoskie Commercial Park, Hertford County, NC
- Buffalo City Distillery, Currituck County, NC
- DaVita, Hertford County, NC
- Graham's Collision Center, Currituck County, NC
- Grandy Solar Farm, Currituck County, NC
- Dare County Schools, Multiple Locations, NC
- Dollar General, Multiple Locations, NC

**Experience with a previous firm*



TIMMONS GROUP

YOUR VISION ACHIEVED THROUGH OURS.

Years of Experience

22

Professional Registration

Professional Land Surveyor/
NC/L-4917

Education

AAS Architectural
Technology/1996/Pitt
Community College

Professional Affiliations

North Carolina Society of
Surveyors (NCSS)



Proposed Staff

Blake Hall, PE, RLA, LEED AP BD+C

Civil Engineer & Landscape Architect

Blake is a proactive and detail-oriented Civil Engineer and Landscape Architect in our Raleigh, NC office. With his significant amount of experience, Blake has a strong record of meeting/exceeding aggressive schedules and standards of quality through successful teamwork, with leadership and technical expertise in all aspects of site development and infrastructure improvement projects for both public and private clients. Blake has participated in the design and construction management for several LEED and sustainable LID projects through North Carolina and Virginia. Blake's attention to the natural surroundings provides for seamless designs which lay on the land in an aesthetically and environmentally sensitive manner.

Relevant Experience

- Iron Horse, Moore County, NC
- Pre-Trial Detainee Facility, Onslow County, NC
- Raleigh Public Safety Training Facility, Raleigh, NC
- Bladen County Detention Center, Bladen County, NC
- Guilford County Detention Center, Greensboro, NC
- Wayne County Sheriffs Office & Detention Center, Wayne County, NC
- Wayne Satellite Jail Facility, Wayne County, NC
- Halifax County Sheriff's Office & Jail Phase II, Halifax County, NC
- Cary Fire Station #9, Cary, NC
- NC Dept of Health & Human Services Office Consolidation, Town of Garner, NC
- Wake County, New Hope EMS Station, Wake County, NC
- Wake County, Wendell EMS Project, Wake County, NC
- Department of Water Management Mist Lake Facility Complex, Durham, NC



TIMMONS GROUP

YOUR VISION ACHIEVED THROUGH OURS.

Years of Experience

15

Professional Registration

Professional Engineer/
NC/038616

Landscape Architect/
NC/1489

Education

BS/Landscape
Architecture/2003/Virginia
Tech

Professional Affiliations

United States Green
Building Council

American Society of
Landscape Architects



Proposed Staff

Jonathan Walesczyk, PE *Structural Engineer*

Well-acquainted with federal, state, and local building code requirements, Mr. Walesczyk will supervise each phase of the project from preliminary and schematic design to final structural design documents to ensure strict engineering standards are followed and will complete Quality Assurance/Quality Control reviews throughout the process. He will coordinate efforts among the project team including attending required meetings to stay on top of all facets of the project. His responsibilities with our firm also include project management, structural investigations, feasibility studies, preliminary design, preparation of full contract drawings, peer review, shop drawing review, and construction administration including inspection during construction.

Relevant Experience

- Peninsula Regional Animal Shelter, Newport News, VA
- Virginia Beach Animal Care & Adoption Center, Virginia Beach, VA
- Sussex County Animal Shelter, Sussex County, VA
- Eastern Shore Regional Animal Shelter, Northampton County, VA
- Police Special Ops/Forensics/Evidence Complex, Virginia Beach, VA
- New Government Offices & E-911 Call Center, County of Dinwiddie, VA
- Brooks Crossing South Police Precinct & E911 Command Center, Newport News, VA
- Suffolk Municipal Office Building & E911 Call Center, Design/Build, Suffolk, VA



Years of Experience

21

Professional Registration

Professional Engineer/
NC/42390

Professional Engineer/
VA/38889

Education

BS/Engineering
Technology/1997/Old
Dominion University



Proposed Staff



Scott Hickman, PE *MEP Engineer*

Mr. Hickman has over 30 years of experience on a wide variety of projects including educational, religious, commercial, government, industrial, and institutional facilities. His experience encompasses the design and preparation of contract documents for a variety of heating, ventilating and air conditioning projects. These projects have encompassed such systems as steam distribution, closed loop heat pumps, industrial ventilation, chilled water, hot water, variable air volume, heat recovery and energy management systems. His experience includes ventilation, climate control and pressure relationship requirements for animal facilities as well as LEED and Energy Star design and compliance. Mr. Hickman is responsible for production including coordination of all trades, quality control and scheduling.

Relevant Experience

- Currituck Animal Shelter, Currituck County, NC
- Peninsula Regional Animal Shelter, Newport News, VA
- Chesapeake Animal Services Facility Renovation & Addition, Chesapeake, VA
- New Animal Services Building, Chesapeake, VA
- Animal Services Facility, Sussex County, VA
- Veterinary Hospital Clinic, Virginia Beach, VA

Years of Experience

30

Professional Registration

Professional Engineer/
NC/15097

Professional Engineer/
VA/6209

Education

BS/Engineering
Technology/1978/Old
Dominion University

Professional Affiliations

Building Officials and Code
Administrators

American Consulting
Engineering Council

American Society of
Heating, Refrigerating and
Air-Conditioning Engineers

National Council of
Engineering Examiners



Proposed Staff

Ted Ambrose, Jr. PE *MEP Engineer*

Mr. Ambrose has more than 30 years of experience as a mechanical engineer with expertise in renovations/alterations, and new construction of educational, commercial, medical, religious, light industrial, and government/municipal facilities. His work includes designs for central chilled water systems, closed loop heat pumps, variable air volume, industrial ventilation, infra-red heating, heat recovery, computer facilities, plumbing systems, fire protection systems and energy management. In addition, Mr. Ambrose has expertise with testing and balancing of mechanical systems in the field from his past employment as an Application Engineer with the Fluid Engineering Services Division of Johnson Controls, Inc.

Relevant Experience

- Peninsula Regional Animal Shelter, Newport News, VA
- Chesapeake Animal Services Facility Renovation & Addition, Chesapeake, VA
- New Animal Services Building, Chesapeake, VA
- Animal Services Facility, Sussex County, VA
- Veterinary Hospital Clinic, Virginia Beach, VA



Years of Experience

30

Professional Registration

Professional Engineer/
VA/7058

Education

BS/Mechanical
Engineering/1983/Old
Dominion University

Professional Affiliations

American Society of
Heating, Refrigerating and
Air-Conditioning Engineers

National Society of
Professional Engineers

Virginia Society of
Professional Engineers

National Society of Plumbing
Engineers



Proposed Staff

Gerald (Jerry) Stalls, Jr., PE *Geotechnical Engineer*

Mr. Stalls has 22 years of experience in geotechnical, materials, and hydrogeological engineering. This experience has included both the technical and managerial aspects of projects. The technical aspects have included geotechnical and material testing engineering for school, industrial, commercial, government, and transportation projects. These projects entailed design and analysis of shallow and deep foundation systems for various size buildings, bridges, roadways and earth retaining structures as well as pavement design and dredging analysis. His quality control experience includes field and laboratory testing of soil and concrete, subgrade and foundation soil inspection, load transfer platforms with geosynthetics, vibration monitoring analysis, and monitoring of test pile installation and load testing (Steel H-piles, timber, pre-cast concrete helical, and auger cast), concrete compressive and flexural mix design analysis.

Relevant Experience

- Currituck Animal Shelter, Currituck, NC
- Lannon's Animal Hospital, Elizabeth City, NC
- Alligator River National Wildlife Refuge Roadway Improvements, Dare County, NC
- Pocosin Lakes National Wildlife Refuge Roadway Improvements and Bridge Replacement, Dare County, NC
- North Carolina Aquarium (Jennette's) Pier, Nags Head, NC
- Dare County Administrative Facility, Manteo, NC
- Dare County Courthouse, Manteo, NC
- Suco Water Treatment Plant Improvements, Manteo, NC
- Judicial Center Pump Station, Dare County, NC
- Manteo Elementary School Additions and Renovations, Manteo, NC
-



Years of Experience

22

Professional Registration

Professional Engineer/
NC/34336

Professional Engineer/
VA/27773

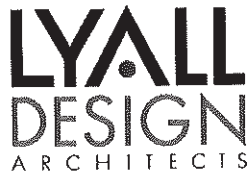
Education

BS/Civil Engineering/1997/
Old Dominion University

Professional Affiliations

American Society of Civil
Engineers (ASCE)





August 27, 2018

Mr. Dustin Peele
Dare County Finance Office
954 Marshall C Collins Drive
Manteo, North Carolina 27954-1000

RE: Request for Statement of Qualifications – Dare County Animal Shelter

Dear Dustin:

This letter represents our interest and submission of the Firm's Statement of Qualifications for Architectural, Civil, Structural, and PME engineering and design services for a new Dare County Animal Shelter. Our true value exists in the creative ideas and innovation we bring to each project and we look forward to collaborating with you and your team in designing your new facility. We have a reputation for looking at design problems and finding unique solutions which provide profound and beneficial results.

Our professional experience successfully demonstrates the depths and capability of our collaborative design understanding and reflects our interest as the Design Team for this project. With our design partners, we have developed a project delivery method to maximize results through professional and sound decision making that ensures successful projects.

We enjoyed our experience working with you and your team on the Dare & Tyrrell County RECC and hope to have the pleasure of working with you once again on this important facility for Dare County.

Respectfully Submitted,

LYALL DESIGN, INC.

A handwritten signature in black ink that reads "Donna Underhill". The signature is written in a cursive, flowing style.

Donna Underhill
Principal

STATEMENT OF QUALIFICATIONS FOR
ARCHITECTURAL + ENGINEERING SERVICES
DARE COUNTY ANIMAL SHELTER

Submitted by
Lyall Design Architects

CONTENT

- 1 Firm Profile
- 2 Project Team
- 3 Relevant Project Experience
- 4 Lyall Design - Selected Projects

LYALL DESIGN ARCHITECTS

Founded in 1990 with a commitment to design excellence, collaboration, project diversity and environmental stewardship, Lyall Design has its office overlooking the Elizabeth River in Downtown Norfolk, Virginia. The natural daylighted open studio fosters and promotes these values and core principals, inspiring the talent and vision that drives us with each new opportunity.

"We create spaces and buildings that evoke feelings, inspire great work and improve the very quality of life. Building and design are the most creative challenges of artistic endeavors. Structures must have form and function. Pleasing the senses, not for a day or a week, but for years and generations. Our goal is to explore, to bring energy and passion to shapes and materials. To have fun, not just finish." RL

PRINCIPALS

Randy A. Lyall, AIA, LEED AP, Founding Principal
Donna Underhill
Chuck Wermers, RA

PROFESSIONAL STAFF: 5

PROFESSIONAL AFFILIATIONS

- American Institute of Architects
- International Interior Design Association
- National Council of Architectural Registration Board
- Urban Land Institute
- Urban Land Institute Hampton Roads
- United States Green Building Council / USGBC
- Hampton Roads Association for Commercial Real Estate
- International Code Council

REGISTERED ARCHITECT

- Virginia
- North Carolina
- South Carolina
- Maryland
- Pennsylvania
- Florida
- Tennessee
- California



FIRM OVERVIEW

See us online   

PROPOSAL CONTACT

Kim Hamby, PE
Civil Engineering

(252) 621-5029
kim.hamby@timmons.com

14 *Operating
offices*

EIGHT VIRGINIA OFFICES:

- Richmond (Headquarters, Southlake, and Downtown)
- Prince George
- Virginia Beach
- Charlottesville
- Staunton
- Ashburn

FOUR NORTH CAROLINA OFFICES:

- Charlotte
- Greensboro
- Raleigh
- Elizabeth City

ONE MARYLAND OFFICE:

- Baltimore

ONE TEXAS OFFICE:

- Dallas

WHO WE ARE

Recognized for nearly 25 years as one of *Engineering News Record's Top 500 Design Firms*, Timmons Group provides civil engineering, environmental, geotechnical, GIS/geospatial technology, landscape architecture and surveying services to a diverse client base. Our market-focused organization is structured to help fulfill our mission "to achieve unparalleled understanding of our clients, their businesses and their visions, resulting in unrivaled customer service and shared success." We provide:

- Site/Civil Engineering
- Stormwater Infrastructure
- Environmental Services
- Survey & Mapping
- Traffic & Transportation
- Structures & Bridges
- Economic Development
- Landscape Architecture
- Right of Way Services
- Geotechnical Engineering & Testing
- Water & Wastewater Engineering
- Geographic Information Systems (GIS)
- LEED® & Envision™ Sustainable Design



500+
STAFF



65 YEARS IN
BUSINESS



INC. 5000
A FASTEST GROWING
PRIVATE FIRM IN US
2 years running



www.timmons.com



Randy Lyall, AIA, LEED AP

Principal in Charge

1997 Bachelor of Architecture, Hampton Institute, Magna Cum Laude

Randy has practiced architecture for over 35 years, building a firm with a clear emphasis on the design excitement of architecture and a client base that seeks the value of design excellence and innovation. His professional career has been spent building a reputation for excellence in design that has been the foundation of the firm's mission.

PROFESSIONAL ASSOCIATIONS

- American Institute of Architects
- International Interior Design Association
- National Council of Architectural Registration Board
- Urban Land Institute Hampton Roads
- United States Green Building Council
- Hampton Roads Association for Commercial Real Estate
- International Code Council

PROJECT EXPERIENCE

- Mission Critical
- Veterinary
- Healthcare
- Engineered Science / Laboratories
- Corporate
- Retail
- Hospitality
- Childcare
- Land Planning
- Financial

"We have long been known for the quality of our design, but it is the underlying passion, sensitivity and energy we bring to our work that drives whatever success we achieve in our design...to design projects that make a difference in the way people live, work and play." RL



Donna Underhill

Principal

1983 Associate Degree in Architectural Technology

Louisville Technical Institute

Mrs. Underhill has extensive experience in all phases of architecture comprising Mission Critical, Veterinary, Healthcare, Financial, Corporate, Industrial, Institutional, and Retail projects. Her experience includes design project management, code research, construction document preparation, specifications, cost estimating and construction administration / management. Among her many responsibilities, Donna oversees and manages our National account projects, space planning, interior architecture design and development, and building projects of varying complexity and technical demands.

Her recent project was to oversee Construction Administration of the Dare County EOC. She currently is overseeing the Construction Administration for Martin County PSAP and Reginal Back-Up Facility located in Williamston, North Carolina.

FIRM REGISTRATION

Virginia | North Carolina | South Carolina | Maryland | Pennsylvania | Florida | Tennessee | California

YEARS OF PROFESSIONAL PRACTICE: 30

FIRM PROFESSIONAL ASSOCIATIONS

- American Institute of Architects
- International Interior Design Association
- National Council of Architectural Registration Board
- Urban Land Institute Hampton Roads
- United States Green Building Council
- Hampton Roads Association for Commercial Real Estate
- International Code Council

PROJECT EXPERIENCE

- Mission Critical
- Veterinary
- Healthcare
- Retail
- Engineered Science / Laboratories
- Institutional
- Financial



James Bedois, P.E., LEED AP

Electrical Engineer / Project Manager

1995 Bachelor of Science Industrial & Systems Engineering

Virginia Polytechnic Institute & State University

Mr. Bedois is responsible for the management and engineering design services for various electrical systems for municipal, government, and private sector clients. His experience includes primary and secondary power distribution systems (low voltage thru 34.5KV), building and site electrical systems, overhead line work, underground ductbanks, transformers and switchgear as well as the preparation of plans, specifications, cost estimates and performance of lighting calculations.

REGISTRATION

North Carolina - #029538 | Virginia | Texas | Maryland | West Virginia | Minnesota | District of Columbia | Pennsylvania | Arizona

EXPERTISE IN THE DESIGN OF:

- Power & Lighting Systems for Buildings
- Exterior Lighting
- Computer Room Power Systems
- Telephone & Data Communications
- Intrusion Detection & Security Systems
- Fire Alarm Systems
- Emergency Power Systems
- Electronic Equipment Grounding Systems
- SCADA Interface Equipment
- Variable Frequency Motor Drives
- Overhead & Underground Power Distribution
- Sight & Manhole Surveys

RELEVANT EXPERIENCE INCLUDES:

- Animal Crematory, Currituck County, North Carolina
- Animal Control Shelter, City of Suffolk, Virginia
- Godspeed Animal Shelter Renovations and Addition, Williamsburg, Virginia
- Abbey Animal Hospital Expansion, Virginia Beach, Virginia
- Animal Housing Building, Virginia Aquarium, Virginia Beach, Virginia
New Municipal Emergency Operations Center (E911) and Regional Emergency Communications Center (RECC) for Public Safety, Dare County / Tyrrell County, NC



Brian K. Wall, P.E., LEED AP

Mechanical Engineer / Department Head

1993 Bachelor of Science Mechanical Engineering

Old Dominion University

Mr. Wall has a wide range of experience in the design of mechanical, plumbing, and fire protection systems for commercial, industrial, municipal, state and government facilities. He has been project manager on the majority of our projects where specialized services have been required. He is responsible for quality control on designs, drawings, specifications, contract documents, cost estimates, recommendations and coordinating construction. Mr. Wall is dedicated to providing leading-edge engineering services to every project.

REGISTRATION

North Carolina - #24173 | Virginia

ACG Certified Commissioning Authority

EXPERIENCE IN THE DESIGN OF:

- HVAC Systems
- Geothermal Systems
- Chilled Water Distribution
- Energy Monitoring Systems
- Direct Digital Control (DDC) Systems
- Chilled Water, Hot Water & Steam Plants
- Fluid and Gas Distribution
- Steam Distribution
- Fuel Oil Systems
- Natural Gas Distribution Systems
- Fire Protection Systems (Dry Pipe, Preaction, Deluge & Wet Pipe)

RELEVANT EXPERIENCE INCLUDES:

- Animal Crematory, Currituck County, North Carolina
- Animal Control Shelter, City of Suffolk, Virginia
- Animal Care and Adoption Center Geothermal Well Field, Virginia Beach, Virginia
- Godspeed Animal Shelter Renovations and Addition, Williamsburg, Virginia
- Abbey Animal Hospital Expansion, Virginia Beach, Virginia New Municipal Emergency Operations Center (E911) and Regional Emergency Communications Center (RECC) for Public Safety, Dare County / Tyrrell County, NC



Kevin Rainey, P.E.

Professional Engineer
Virginia 2011 #047291

2001 B.S. in Mechanical Engineering

Virginia Tech

Mr. Rainey is a project engineer with 17 years of cumulative experience in structural design, consulting, field construction and inspection. His experience includes the structural design of construction documents for steel, concrete, masonry and wood buildings for both private and public clients. He has extensive experience in the design of wood-framed, multi-level, multi-family buildings.

PROFESSIONAL MEMBERSHIPS

- American Society of Civil Engineers
- American Institute of Steel Construction
- National Society of Professional Engineers
- Virginia Society of Professional Engineers

RELEVANT PROJECT EXPERIENCE

- East Beach Veterinary Care, Norfolk, VA
- Great Neck Doggie Day Care Center, Virginia Beach, VA
- Building 71, Veteran's Administration Medical Center, Hampton, VA
- Tidewater Physician's Multispecialty Group (TPMG) Medical Office Addition, Virginia Beach, VA



Shawn Maslaney, P.E., Structural Engineer

Professional Engineer
Virginia / 2011 / #049094

2006 B.S. in Civil Engineering

Structures and Construction Virginia Polytechnic Institute and State University

Mr. Maslaney is a project engineer with 12 years of cumulative experience in structural design, consulting, field construction and inspection. His project experience includes structural steel and masonry buildings, wood structures, utility and roadway structures.

He also has experience with multiple concrete structure remediation/repair projects, as well as cast-in-place concrete multi story re-shore projects. In addition to public and private sector projects, he has been engaged in the government sector such as the U.S. Navy, U.S. Air Force, U.S. Army Corps of Engineers, and N.A.S.A.

PROFESSIONAL MEMBERSHIPS

- American Society of Civil Engineers
- American Institute of Steel Construction
- American Concrete Institute

RELEVANT PROJECT EXPERIENCE

- Bay Beach Veterinary Hospital, Virginia Beach, VA
- Dominion Veterinary Hospital, Chesapeake, VA
- East Beach Veterinary Clinic, Norfolk, VA



Kim Hamby, PE

Civil Engineering

1989 Associate of Applied Science

Drafting and Design Technology, College of Albemarle

Kimberly D. Hamby has over 23 years of engineering planning and design experience. As a result, she possesses extensive knowledge of the design and permitting processes for stormwater management, erosion control, water, sanitary sewer, and roadway improvements. Through work in these areas, she has developed an excellent working relationship with the local planning departments and permitting agencies at the state and local level. She works closely with the review engineers for the counties and municipalities to evaluate the required computer analyses she prepares for the projects. As project manager, she prepares budgets and proposals for projects, manages the timelines for project submittals, and works closely with the clients and permitting agencies. She assists in the coordination of survey work from initial topographical survey work to stake out and as-built data collection.

REGISTRATION

- Professional Engineer: NC

YEARS OF PROFESSIONAL PRACTICE: 24

PROJECT EXPERIENCE

- Dare & Tyrell County RECC & Dare County Emergency Operations Center Site Design, Manteo, NC*
- 9-1-1 Communications Center, Martin County, NC*
- College of the Albemarle Regional Aviation and Technical Training Center, Currituck, NC*
- Manteo Elementary School Addition, Dare County, NC*
- Currituck County Animal Shelter, Currituck County, NC*
- The Y on Granby - YMCA, Norfolk, VA*
- Currituck Family YMCA, Currituck County, NC*
- Tanglewood Pavilions Shopping Center, Elizabeth City, NC*
- Ahoskie Commercial Park, Hertford County, NC
- Buffalo City Distillery, Currituck County, NC
- DaVita, Hertford County, NC
- Graham's Collision Center, Currituck County, NC
- Grandy Solar Farm, Currituck County, NC
- Hidenwood CAX, Newport News, VA
- HRC Shops, Hampton Roads Crossing - Suffolk, Va., Suffolk, VA
- Marina Shore Apartments, Virginia Beach, VA
- ODFL Norfolk, Chesapeake, VA
- Sandy Hook Crossing, Camden County, NC
- Sawyers Creek Waterline Relocation, Camden County, NC
- Village Shops at Kingsmill, York County, VA

*Performed prior to joining Timmons Group



Blake Hall, PE, RLA, LEED AP, BD+C

TIMMONS GROUP

Civil Engineer & Landscape Architect

2003 Bachelor of Science in Landscape Architecture
Virginia Tech

Blake is a proactive and detail-oriented Civil Engineer and Landscape Architect in our Raleigh, NC office. With his significant amount of experience, Blake has a strong record of meeting/exceeding aggressive schedules and standards of quality through successful teamwork, with leadership and technical expertise in all aspects of site development and infrastructure improvement projects for both public and private clients. Blake has participated in the design and construction management for several LEED and sustainable LID projects through North Carolina and Virginia. Blake's attention to the natural surroundings provides for seamless designs which lay on the land in an aesthetically and environmentally sensitive manner.

REGISTRATION

- Landscape Architect: NC, SC, VA
- Professional Engineer: NC
- LEED Accredited

AFFILIATIONS

- United States Green Building Council
- American Society of Landscape Architects

YEARS OF PROFESSIONAL PRACTICE: 15

PROJECT EXPERIENCE

- Iron Horse, Moore County, NC
- Pre-Trial Detainee Facility, Onslow County, NC
- Raleigh Public Safety Training Facility, Raleigh, NC
- Bladen County Detention Center, Bladen County, NC
- Guilford County Detention Center, Greensboro, NC
- Wayne County Sheriff's Office & Detention Center, Wayne County, NC
- Wayne Satellite Jail Facility, Wayne County, NC
- Halifax County Sheriff's Office & Jail Phase II, Halifax County, NC
- Cary Fire Station #9, Cary, NC
- NC Dept of Health & Human Services Office Consolidation, Town of Garner, NC
- NC National Guard Asheboro Readiness Center, Asheboro, NC
- NC National Guard Butner Readiness Center POV Expansion, Granville County, NC
- Wake County, New Hope EMS Station, Wake County, NC
- Wake County, Wendell EMS Project, Wake County, NC
- Department of Water Management Mist Lake Facility Complex, Durham, NC
- Culpeper Community Complex, Culpeper, VA
- Fire Station #2, Stafford County, VA
- US Army Corps of Engineers 18th Weather Squadron, Bldg. 560 Renovations (MATOC), Pope AFB Base, NC
- Fort Gordon Building 25719 Renovations, Fort Gordon, GA
- Consolidated Support Center Seymour Johnson Air Base, Goldsboro, NC
- Construct Fire Station Project, Fayetteville, NC
- Disaster Recover Center, Fort Bragg, NC
- Fort Bragg Dental Clinic Renovation, Fayetteville, NC
- Fort Gordan Fisher Dental Lab, Richmond County, GA
- Fort Jackson Pierce Terrace ES, Richland County, SC
- Group Support Battalion Facility, Fort Campbell, KY
- Cherry Point - Marine Air Support Squadron Complex, Craven County, NC
- SOF Battalion Operations, Fayetteville, ND
- SOF Communications Facility, Fort Bragg, NC
- SOF Expand Training Compound, Fort Bragg, NC



Jason Mizelle, PLS
Surveying & Civil Engineering

1996 Associate of Applied Science
Architectural Technology, Pitt Community College

Jason is a Senior Project Manager with over fifteen years of progressive experience in municipal and private development projects in eastern North Carolina. His primary focus is managing workflow of projects and assisting in the coordination between engineering and surveying. Jason has been responsible for the development of site plans, utility drawings and survey maps for a wide variety of projects both on the coast and inland areas of North Carolina as well as the coordination of design surveys and construction staking. Project types worked on range from Boundary Retracement, Major Subdivisions, Commercial Site Plans, Feasibility Studies, Environmental Permitting and Construction Staking for various large commercial and government projects. Mr. Mizelle is a native of Martin County, North Carolina which has allowed him to establish productive and worthwhile relationships with both local municipalities and private sector clients.

REGISTRATION

- Professional Land Surveyor: NC

AFFILIATIONS

- North Carolina Society of Surveyors (NCSS)

YEARS OF PROFESSIONAL PRACTICE: 22

PROJECT EXPERIENCE

- Dare & Tyrell County RECC & Dare County Emergency Operations Center Site Design, Manteo, NC*
- 9-1-1 Communications Center, Martin County, NC*
- Ahoskie Commercial Park, Hertford County, NC
- Amended Minor Subdivision Lot 3 (Residual) Melvin Cooper Minor, Currituck County, NC
- Currituck Animal Shelter, Currituck County, NC*
- Boone Dentistry - Construction Surveying, Pasquotank County, NC
- Buffalo City Distillery, Currituck County, NC
- Shallowbag Bay Club, Manteo, NC
- Cornerstone Missionary Baptist Church, Pasquotank County, NC
- Dare County Schools, Multiple Locations, Dare County, NC
- Daniel Clay Cartwright Minor Subdivision, Camden County, NC
- DaVita, Hertford County, NC
- DEQ - Marine Fisheries, Pasquotank County, NC
- Dollar General, Multiple Locations, NC
- Graham's Collision Center, Currituck County, NC
- Grandy Road Subdivision, Currituck County, NC
- Grandy Solar Farm, Currituck County, NC
- Hall Ford, 1310 N. Road Street - Elizabeth City, NC, Pasquotank County, NC
- Harvey Point DTA - Range E&F Electrical Upgrade, Currituck County, NC
- Hawthorne Drive Duplexes, Pasquotank County, NC
- Hidenwood CAX, Newport News, VA
- Kassir Hotel Site Plan, Patrick County, NC
- Kitty Hawk Terrace, Dare County, NC
- Larchmont Church, Norfolk, VA
- Marina Shore Apartments, Virginia Beach, VA

*Performed prior to joining Timmons Group

Sinclair Pratt Cameron, P.C.

(SPC Structural Engineers)

PROJECT EXPERIENCE - Veterinary Facilities

SPC Structural Engineers has project experience on the following Veterinary Facilities in our region.

Blue Pearl Veterinary Hospital (formerly Animal Critical Care), Virginia Beach, VA Completed 2008

Canopy Addition and Interior Modifications Completed In 2017

SPC designed a one-story 15,000 square foot full service emergency facility. The roof is constructed out of metal deck and steel bar joists, supported by steel beams and columns, and interior CMU bearing walls. The structure is founded on shallow spread footings and a first floor concrete slab-on-grade. A 500 square foot decorative steel framed and masonry canopy was designed at the front entrance. steel framed cantilevered canopy over a side entrance and modifications to allow passage through an interior bearing wall were designed at a separate time.

Bay Beach Veterinary Hospital, Virginia Beach, VA Completed 2008

SPC designed a two-story 8,500 square foot emergency and preventative maintenance facility. The roof and floors are constructed out of prefabricated engineered wood trusses. The walls are constructed out of wood studs. Due to the location next to a tidal marsh, the building foundation was supported by timber piles and concrete grade beams.

Dominion Veterinary Hospital, Chesapeake, VA Completed 2015

SPC designed a two-story 7,300 square foot full service emergency facility. The roof and floors are constructed out of prefabricated engineered wood trusses. The walls are constructed out of wood studs. The front entrance was fully open to the second floor with large storefront windows. Due to the unique design, a steel framed structure was chosen to achieve the aesthetic requirements. The structure is founded on shallow spread footings and a first floor concrete slab-on-grade.



Blue Pearl Veterinary Hospital



Bay Beach Veterinary Hospital



Dominion Veterinary Hospital



1630 Donna Drive, Suite 103, Virginia Beach, VA 23451
Phone: 757-417-0565 Fax: 757-417-0568
www.spc-eng.com

Sinclair Pratt Cameron, P.C.

(SPC Structural Engineers)

PROJECT EXPERIENCE - Veterinary Facilities

East Beach Veterinary Clinic, Norfolk, VA

Construction to Start Fall 2018

SPC designed a two-story 10,000 square foot preventative maintenance full service facility. The roof and floors are constructed out of prefabricated engineered wood trusses. The walls are constructed out of wood studs. The structure is founded on shallow spread footings and a first floor concrete slab-on-grade.

Mount Pleasant Veterinary Clinic, Chesapeake, VA

Completed: 2012

SPC designed a two-story 4,800 square foot preventative maintenance full service facility. The roof and floors are constructed out of conventional wood joists. The walls are constructed out of wood studs. The structure is founded on shallow spread footings.

Chesapeake Care free Clinic Addition, Chesapeake, VA

Completed: 2011

SPC designed two, one-story additions totaling 4,100 square feet to the facility. The roof was constructed out of prefabricated engineered wood trusses. The walls are constructed out of wood studs. The structure is founded on shallow spread footings and a first floor concrete slab-on-grade.



Mount Pleasant Veterinary Clinic



Chesapeake Care Free Clinic



1630 Donna Drive, Suite 103, Virginia Beach, VA 23451
Phone: 757-417-0565 Fax: 757-417-0568
www.spc-eng.com

PROJECT EXPERIENCE

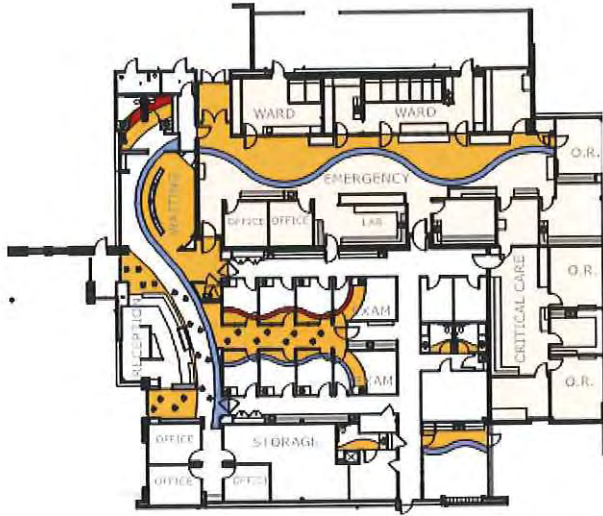
Experience with Animal Related Facilities

Timmons Group has experience providing site development services for animal shelters across North Carolina and Virginia. We have provided services on the following animal related projects:



Hopewell Animal Hospital

- Guilford County Animal Shelter, Guilford County, NC
- Triad Animal Hospital, Kernersville, NC
- Vance County Animal Shelter, Vance County, NC
- Goochland County Animal Shelter, Goochland, VA
- Shady Grove-Animal Clinic, Richmond, VA
- Henrico County Animal Shelter, Henrico, VA
- King George Co. - New Animal Shelter, King George, VA
- Chester Animal Clinic, Chester, VA
- Animal Shelter at Yancey Property, County of Prince George, VA
- Yancey Property Animal Shelter, County of Prince George, VA
- Greenville Animal Shelter, Greenville County, VA
- Hopewell Animal Hospital, Hopewell, VA
- New Animal Shelter, Isle of Wight PPEA, Isle of Wight, VA
- Brook Run Animal Clinic, Richmond, VA
- Orange County Animal Shelter, Orange, VA

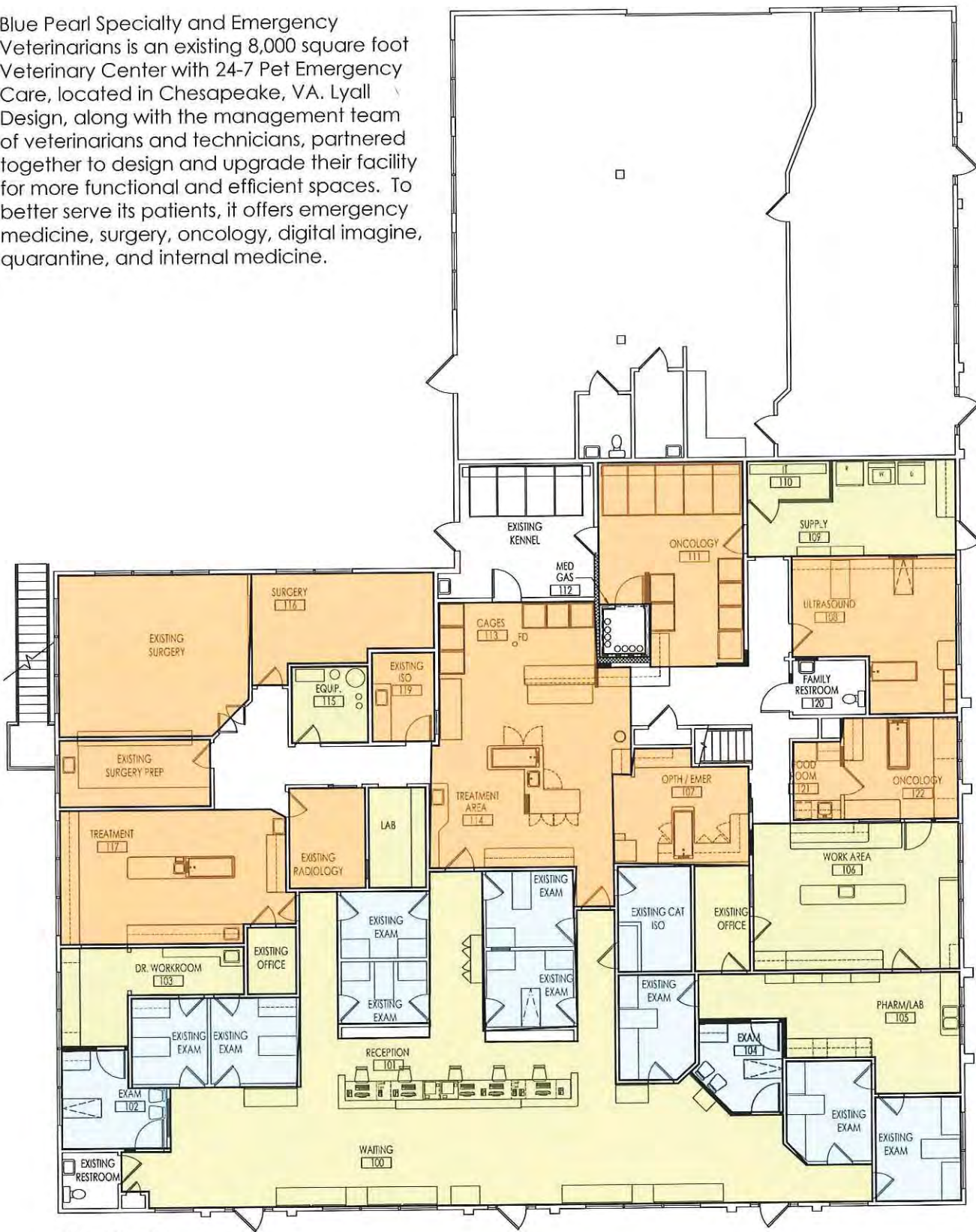


Tidewater Animal Emergency and Critical Care Center is a State of the Art Emergency Veterinary center serving Virginia Beach, Chesapeake and Norfolk with a 24 hour emergency and critical care facility. This animal emergency hospital is designed to supplement the regions veterinary practices with advanced critical care services. Dual specialities share the building and this challenged Lyall Design to formulate a plan that would flow easily for patients and staff. The design allows the two divisions to function independently but share a digital x-ray room, lab, eight exam rooms, surgical suite, quarantine, and euthanasia.

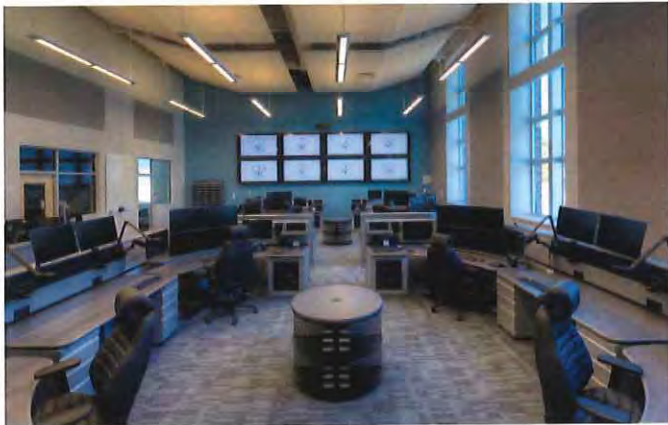
The site is on a major vehicular corridor and, as such, the building was sited to have the entrance away from the traffic. The entrance is to the rear of the site providing both security from the traffic for anxious animals and creates a park like reception for patients and owners. The entrance is identified with a large supported canopy that provides cover and seating. Exterior materials are brick and corrugated metal panels connected with recessed aluminum storefront.



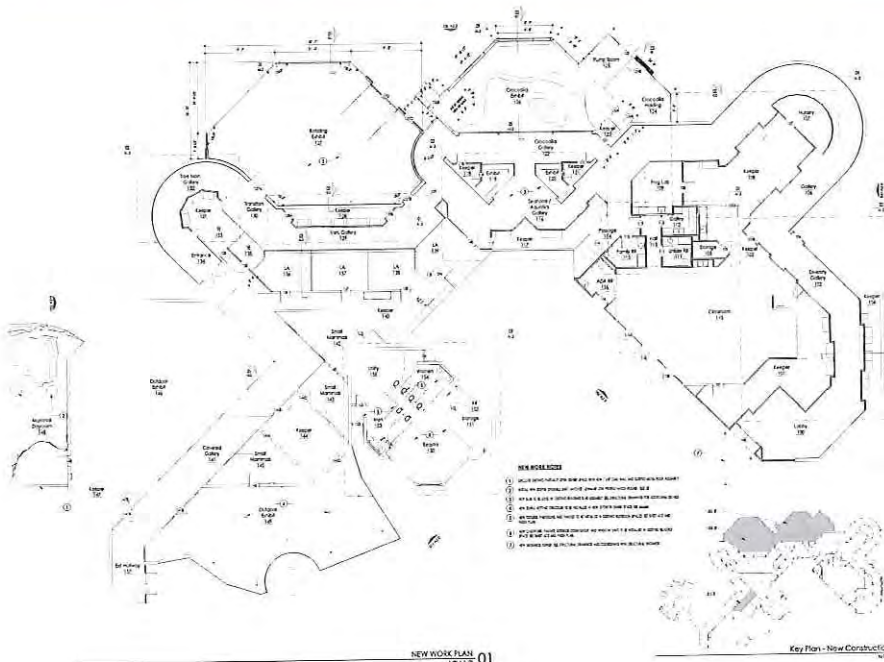
Blue Pearl Specialty and Emergency Veterinarians is an existing 8,000 square foot Veterinary Center with 24-7 Pet Emergency Care, located in Chesapeake, VA. Lyall Design, along with the management team of veterinarians and technicians, partnered together to design and upgrade their facility for more functional and efficient spaces. To better serve its patients, it offers emergency medicine, surgery, oncology, digital imaging, quarantine, and internal medicine.



**Floor Plan for
Blue Pearl Pet Hospital
Chesapeake, VA**



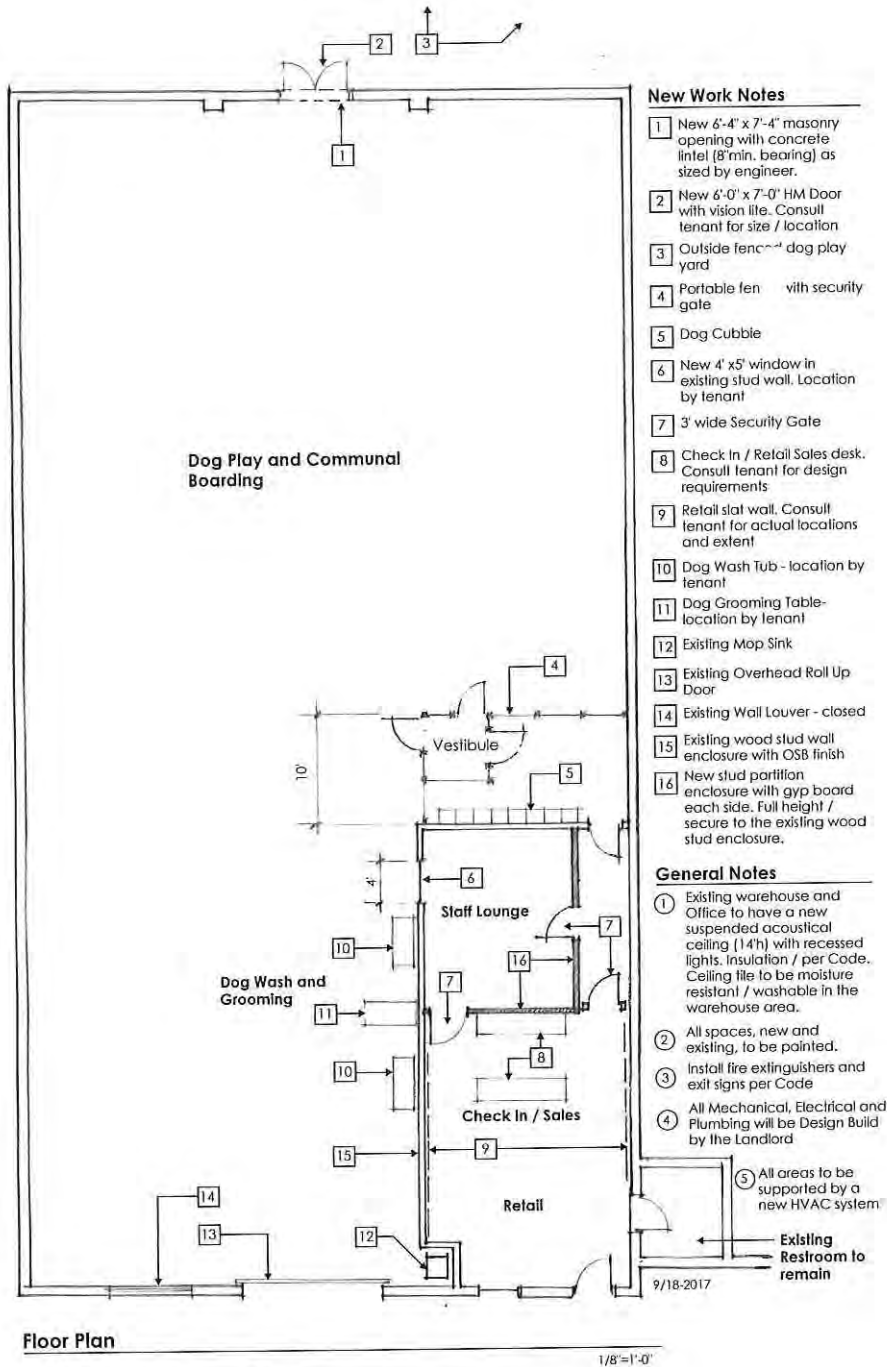
Lyall Design and Schrader Group Architects partnered in the design of a new 18,200 SF, \$9.7 million Emergency Operations Center and 911 Call Center located in Manteo, NC. The program required a Regional 911 Communications Center, an Emergency Operations Center, County Emergency Management Agency, County Fire Marshall, County Emergency Medical Services, and a County Joint Information Center. The fully hardened and secured facility is sited above the 100-year floodplain and is fully survivable and provides sleeping quarters to support emergency management personnel and functions.



The 'World of Reptiles and Friends Project' is the largest exhibit renovation at the Virginia Zoo. The project required total renovation of a former reptile exhibit building from 1980. The renovation and the addition of a Crocodylia Exhibit, was a collaboration between the design team, general contractor, and zoo staff. The finished building now supports a teaching and lecture space with kitchen and restrooms, exhibits for reptiles (crocodiles, venomous and non venomous snakes, lizards and frogs), and provides indoor/outdoor space for a variety of primates and an aviary.

The zoo's 'Beastro' food and concession building, was also included in the project scope. The new building veneer, glazing, roofing, and HVAC was provided to support all new kitchen equipment, storage and renovated public restrooms.

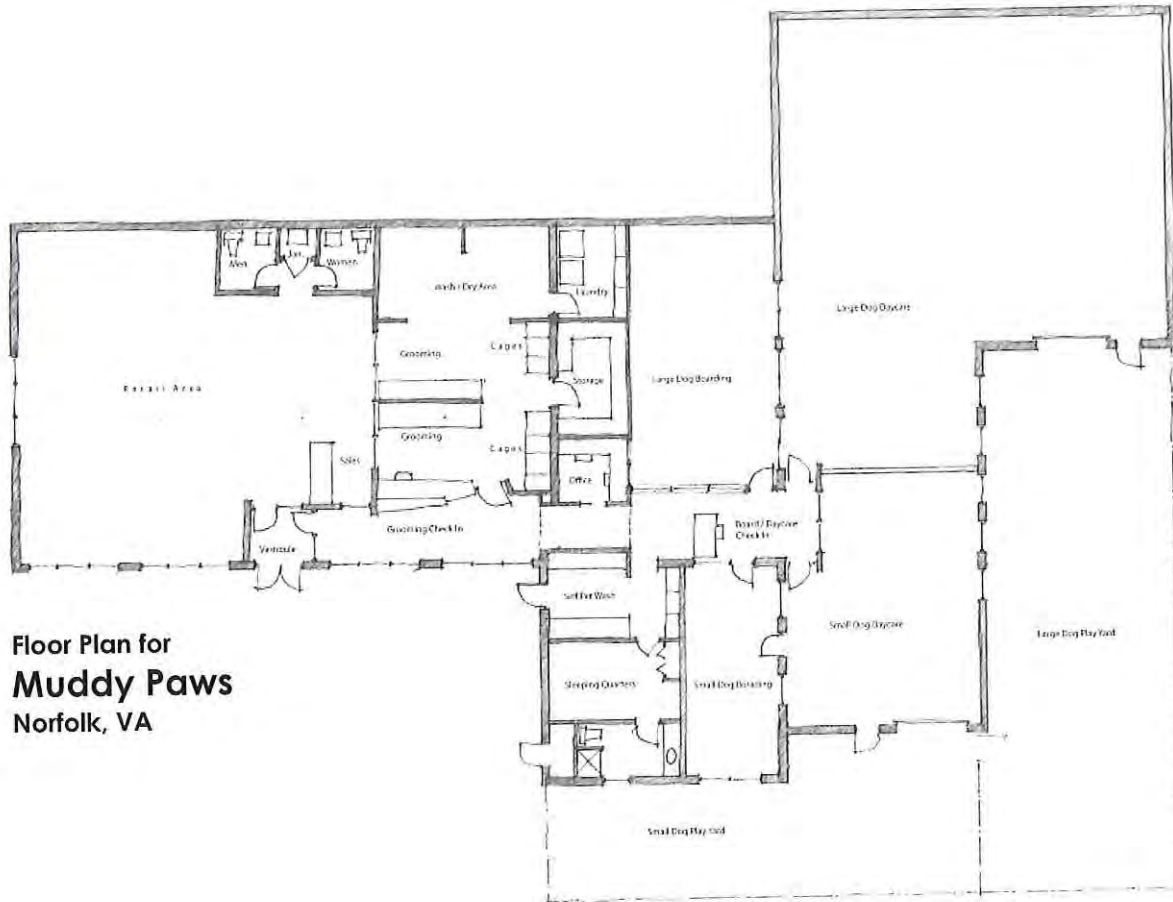
Together these two projects, sharing adjacent site locations, have been transformative in offering education and experience for the zoo's many visitors.



DOGTOWN

1309 Raleigh Avenue | Suite 100 | Norfolk, Virginia 23510

Dogtown, located in Norfolk, VA, is a boarding and kennel-free dog day care with an adjacent 5,000 SF exterior dog park under large mature trees. Lyall Design was tasked to design the former warehouse space to house Dog Play, Communal Boarding Spaces, Grooming Stations, a Staff Lounge, and Check-in.



**Floor Plan for
Muddy Paws
Norfolk, VA**

Muddy Paws, in Norfolk, VA, is a local neighborhood Pet Daycare, grooming, boarding and retail facility. Lyall Design was asked to create design plans for a complete interior renovation to a former laundry mat facility. Lyall Design has recently been engaged to design an expansion to support the services of day care and boarding.

August 24, 2018

Mr. Dustin Peele, *Purchasing Agent*
Dare County Finance Office
954 Marshall C. Collins Drive
Manteo, North Carolina 27954



Dear Mr. Peele,

We are delighted to present you with our qualifications for the new Animal Shelter project for the Dare County. We understand the County will require a team with expertise in municipal buildings, a commitment to providing cost effective solutions, and a genuine concern for working together with your staff to meet the outlined project goals. All of which, the **Oakley Collier Architects** team can successfully deliver.



We also offer the following:

- extensive design services for local government projects - **Our team has worked on over 100 public facility projects across North Carolina;**
- understanding of the challenges of Construction Management at Risk projects - **Current and past CM@Risk experience with more than 10 local general contractors;**
- Thorough knowledge of cost effective, durable, and sustainable building materials to maintain strict budgets - **Construction cost estimates within 2% during the last five years.**

Our job is to ensure that your goals and objectives are met or exceeded, including your goal of coming in on budget. Our passion for detail is your assurance that construction estimates are accurate and construction schedules are realistic.

The decisions made in the next few months will have a lasting impact on your citizens, and we want you to know that we take that responsibility just as seriously as you do. We want to be a part of your team and look forward to continuing our relationship with Dare County!

Sincerely,



Timothy D. Oakley, AIA, LEED® AP
toakley@oakleycollier.com

Team Information

Oakley Collier Architects, PA
109 Candlewood Road
Rocky Mount, NC 27804
oakleycollier.com



BACKGROUND

Founded in 1988, Oakley Collier Architects is a company of architectural designers and planners dedicated to a common goal: to create distinctive architectural designs that are people, construction, and budget-friendly. We consider each project a new and exciting challenge. Oakley Collier welcomes opportunities to bring creative solutions to our clients that result in successful project completions. Oakley Collier Architects principals are Timothy D. Oakley, AIA, LEED® AP; and Ann W. Collier, AIA, LEED® AP; who have a combined experience of over sixty years. Our staff of fifteen is highly skilled in the production of competent and comprehensive construction documents of all scopes and sizes. Our **thirty year** history of project experience includes additions, renovations, and new construction in the local government design market. We are a corporation and registered Small Business Enterprise (SBE).

WHAT WE DO

- Site Evaluation
- Feasibility Studies
- Land Use Studies
- Regulatory Code Compliance Studies
- Programming
- Interior Space Planning
- Spatial Needs Analysis
- Detailed Cost Analysis
- Schematic Design
- Design Development
- Construction Documents
- Specification Preparation & Review
- Bidding & Negotiation
- Construction Administration
- Project Close-Out
- Record Drawings

Selected Experience:

- Dare County Community Center, Manteo, NC
- Nash Community College Veterinary Technology Addition & Renovation, Rocky Mount, NC
- Benvenue Animal Hospital, Rocky Mount, NC
- Nash County Animal Shelter Study, Nashville, NC
- Rocky Mount Animal Shelter Expansion, Rocky Mount, NC
- Wings Stores, Kill Devil Hills, Kitty Hawk, Rodanthe, NC
- Corolla Fun Park, Corolla, NC
- Wrightsboro Elementary Renovation, Wilmington, NC
- Havelock City Hall, Havelock, NC
- Havelock East End Fire Annex, Havelock, NC
- Swansboro Recreation Center, Swansboro, NC
- Edenton Police Department, Edenton, NC
- Carteret County General Services Operations Building, Newport, NC



NCC Veterinary Technology

Timothy D. Oakley, AIA, LEED® AP

Managing Principal



Timothy D. Oakley is the founding principal of Oakley Collier Architects, PA. He is responsible for the oversight of the firm & shall be the architect of record for the project. He has developed expertise in coordinating in-house staff, consultants, contractors / construction managers, and regulatory agencies. He enjoys technical aspects of architecture including design, management, and construction techniques. Tim has a strong background in constructability and cost estimation. He graduated from Nash Community College.

Registrations: Architect - NC #5967, American Institute of Architects, LEED® 2.0 Accredited Professional

Ann W. Collier, AIA, LEED® AP

Programming Principal



Ann W. Collier is a partner and principal with OCA. She is responsible for daily operations within the firm & shall lead the programming & planning for the project. With over 24 years of experience in the design profession, she has provided specialized programming, planning, and design knowledge for many public projects. Her design experience encompasses a variety of project types including municipal, educational, institutional, and higher education facilities.

She graduated from NC State University.

Registrations: Architect - NC #6886, American Institute of Architects, LEED® 2.0 Accredited Professional

David A. Griffin, LEED® AP

Senior Project Manager



David Griffin has more than 21 years of experience serving the private and public sectors as a Design Project Manager for Oakley Collier Architects. He will be responsible for Building Information Modeling and code research for the project. He attended NC State University & Nash Community College.

Registrations: LEED® 2.0 Accredited Professional

Matthew R. Oakley

Construction Administrator



Matt has been involved in construction administration services since he joined the firm in 2010, and is dedicated to providing attentive and responsive service during the construction phase of the project. He has a BS in Construction Management from East Carolina University & also holds a NC General Contractors license.

Registrations: NC General Contractors License #73302

Scalene Design

555 Fayetteville Street, Suite 300
Raleigh, NC 27601
(919) 825-0295
scalene-design.com



Scalene Design was founded based on appreciation for owners' and architects' vision for their projects and a desire to positively contribute to that vision. Scalene Design exists to give creative support and solutions to the project designers and visionaries throughout the process. The firm's personnel and processes use an integrated, high tech approach enabling the best design solutions while maintaining cost effectiveness.

Robert T. Macia, PE, LEED® AP

Lead Structural Engineer



As the Managing Partner of Scalene Design, Robert is responsible for the day-to-day operations of the firm overseeing the development and execution of business development initiatives and strategic plans. His responsibilities include the management of the firm's technical services as well as the firm's accounting, human resources, information technology, and marketing activities. Additionally, Robert brings his 20+ years of experience to management and design of structural engineering projects that are unique, particularly complex or key to the firm. Robert is actively involved in the professional and business community through the Structural Engineers Association of NC, NAIOP, Raleigh Chamber of Commerce, ASCE, ACI, CASE, and NC State Zia Lecture Committee.

Denny L. Folmar, PE, LEED® AP

Structural Project Manager



As a Partner of Scalene Design, Denny shares responsibility for business development and implementation of the firm's strategic plans. In his role as the firm's technical lead, he ensures the firm's knowledge, expertise and product exceed our clients' expectations. He is responsible for the planning, execution and success of complex projects, providing direction and support to other engineering team members, and overseeing the firm's quality assurance and quality control efforts. Additionally, Denny brings his 18+ years of experience to management and design of structural engineering projects. Denny is involved in the professional community through the Structural Engineers Association of NC, NC Healthcare Engineers Association, AISC, and ACI.

Selected Experience: **Nash Community College Science & Technology Center***, North Carolina State Agroecology Farm Shelter, Barnhill Contracting Company Office Building - Kinston, CATS Light Rail Maintenance Facility*, UNC-Chapel Hill Campus YMCA Renovation*, Wilmington Convention Center*, ECSU School of Pharmacy*, ECSU School of Education & Psychology*, UNC Coastal Studies Institute*

+Projects in bold were completed with Oakley Collier Architects

*Robert Macia executed this project while at a previous employer

Atlantec Engineers, PA

3221 Blue Ridge Road #113

Raleigh, NC 27612

(919) 571-1111

atlantecengineers.com



Atlantec Engineers, PA is a professional engineering firm with offices in Kinston, North Carolina and in Raleigh, North Carolina, providing plumbing, mechanical, fire-protection, and electrical engineering services. Their clients include architects, contractors, and local governments from Raleigh to the coast. Atlantec Engineers, PA was developed from James B. DelPapa, Consulting Engineer, established in 1985, and has experience in the design of schools, office buildings, retail facilities, healthcare facilities, and churches throughout the eastern part of the United States. Atlantec Engineers, PA also has extensive experience with designs for the State of North Carolina, multiple municipalities & local governments, and higher education institutions. Atlantec Engineers, PA provides efficient and economical designs to its clients, and is committed to providing quality-engineering services in a timely manner.

James B. DelPapa, Jr., PE

Mechanical Engineer



Jim, part owner of Atlantec Engineers, graduated from North Carolina State University with a Bachelor of Science degree in Mechanical Engineering. The plumbing, mechanical, and fire sprinkler designs are prepared under his direction. Jim also has management responsibilities including client relations, project scheduling and coordination, accounting, etc. He has been working in the construction field since 1978 and in the engineering field since 1983.

David J. Whitney, PE

Electrical Engineer



David is the president of Atlantec Engineers. David joined Jim DelPapa Jr. and his father James DelPapa Sr. in 1992 to form Atlantec Engineers. David and Jim Jr. share the management responsibilities for the day to day operation of Atlantec. David's primary role is the supervision of the electrical design. David has a bachelor's degree in electrical engineering from Georgia Tech and a master's degree in Electrical Engineering from Syracuse University.

Selected Experience: Carteret County Facilities Master Plan, Dare County EMS Facilities Assessment, College of The Albemarle Library Renovation, Rocky Mount Event Center, Jockey's Ridge State Park Visitor Center Wind Turbine Addition, Roanoke Island Festival Park Outdoor Amphitheater, Martin Community College Bertie Campus, Pamlico Community College Multipurpose Building, Wake Technical Community College Automotive & Heavy Equipment Technology Center, Sandhills Community College Physical Plant Facility

+Projects in bold were completed with Oakley Collier Architects

Albemarle & Associates

115 West Saint Clair Street
Kill Devil Hills, NC 27948
(252) 441-2113
albemarleassociates.com



Albemarle & Associates, Ltd. is a multi-disciplined consulting firm specializing in planning, surveying, and engineering for residential, commercial, institutional, municipal, and recreational projects. The firm principals, James L. Overton, PE, PLS, and John M. DeLucia, PE have been providing professional services in eastern North Carolina and southeastern Virginia for over thirty years. Their office in Kill Devil Hills, North Carolina allows Albemarle & Associates, Ltd. to better serve the planning, engineering, and surveying needs of northeastern North Carolina. Their team of engineers, planners, surveyors, and construction managers will provide The Town of Edenton with the technical assistance to bring this project to fruition. With experience in site assessment, planning, engineering, permitting, and construction administration, Albemarle & Associates, Ltd. has the expertise to meet a broad range of professional engineering, surveying, and planning needs.

John M. DeLucia, PE

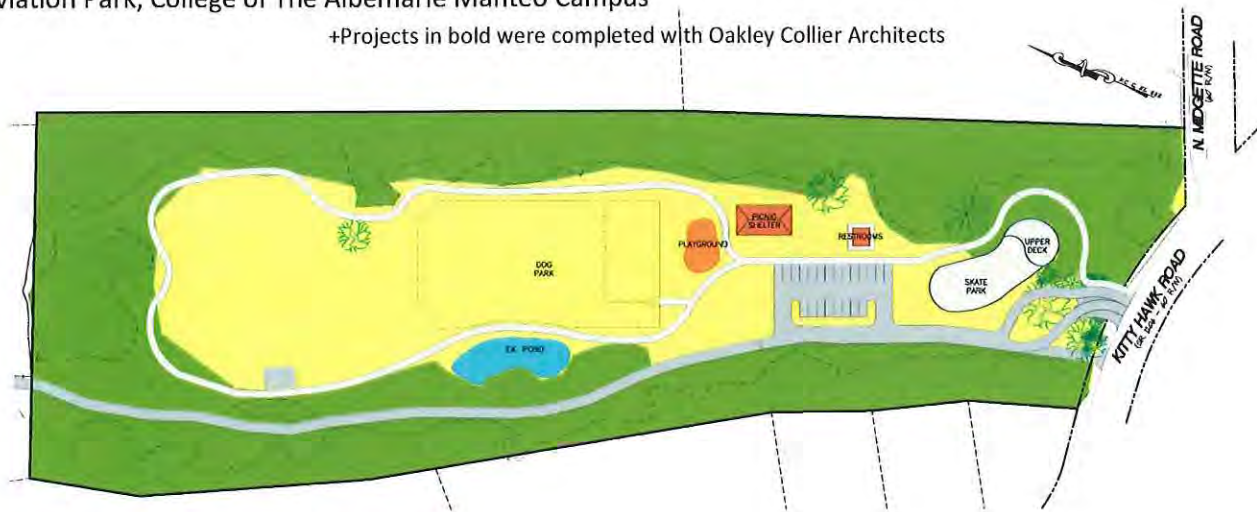
Civil Engineer



John has provided civil engineering designs schools, large commercial developments, municipal, state, and federal public works projects. His expertise includes practical and cost-effective engineering designs that are environmentally sound. His experience in planning, permitting, design, and construction of public projects results in projects that are built on time and within budget. His expertise provides quality assurance to projects with over twenty years of successful endeavors and happy clients.

Selected Experience: **Dare County Community Center, Edenton Police Department, Moneysworth Linen Services Addition**, Kill Devil Hills Public Works Cat & Dog Kennel Renovations, Kitty Hawk Park Dog Park, Dare County Multipurpose Trail, Dare County Nags Head Soccer Fields, Dare County Teacher Housing, Kitty Hawk Aviation Park, College of The Albemarle Manteo Campus

+Projects in bold were completed with Oakley Collier Architects



CM @ Risk Experience

Oakley Collier Architects has worked with the CM@Risk delivery method for more than 30 years. Putting together your design and construction team early in the project can be a tremendous asset in accomplishing long-term goals for budget and design. We have completed many local & regional projects, such as:

Dare County Community Center
ECSU Lane Hall Addition & Renovation
Medical Office Building, Nash Health Care Systems
Roanoke Electric Cooperative Headquarters
The Tarboro Clinic
Raleigh Neurosurgical Clinic
Metropolitan Community Health Center
Boice Willis Clinic of Nashville
Harrison Family YMCA
Martin County Shell Facility
NC Appraisal Board
Golden Leaf Foundation Headquarters

We have completed many CM@Risk projects with the following contractors:

Chambliss & Rabil - 50+ projects
AR Chesson Construction Co. - 15+ projects
Barnhill Contracting Company - 7+ projects
Rogers Builders
DS Simmons, Inc.
TA Loving Company
Bobbitt Design Build
DJ Rose & Son Contractors
Calvin Davenport, Inc.



Dare County Community Center



Roanoke Electric Cooperative



Golden Leaf Foundation



Rocky Mount Medical Office Building

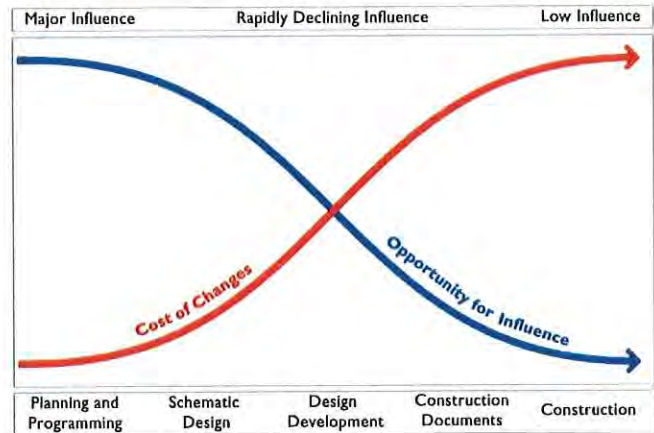
Project Approach

Approach

A successful design process starts with understanding your expectations for the total project. The beginning phases of the process – Programming, Schematic Design & Design Development - usually have the most significant impact on the rest of the design. It is within these phases that major choices are made on project priorities, as well as the basic design decisions that will create a basis for specific details later on in the project.

Establishing the project goals & objectives is the first step in the organizational format of the design process. The following items are typical items that we review with you in this step:

- Organizational Objectives
- Image & Design Priorities
- Functional Purpose
- Economic Impact
- Schedule Goals
- Management Goals
- Budget Management



Gathering relevant information from facility users, activities, schedules, existing & new equipment, code-related items, future aspects, site analysis, growth projections, current market conditions all contribute to the understanding of how the established goals must be met. From there, we begin to create design layouts and strategies that will demonstrate tangible ways of providing you with a strategy for implementing the stated goals and objectives. This process will confirm or deny that the actual scope and budget are achievable.

Method

Developing good team communications early in the design process is essential to the success of any project. In our past projects, Owners have told us that one thing that sets our firm apart from other firms with whom they had worked was our ability to listen to their needs and interpret those discussions into well-designed, budget-conscious buildings. At each step of the process, we review all work and information with the Owner for his approval before moving on to the next step. Our approach to this project is based on the following principles:

Teamwork

- Select the right consultants for the project type & complexity
- Assign the right staff members for project type & complexity
- Schedule regular team scoping meetings – who does what, time for completion of each phase
- Clearly defined expectations among design team & Owner

Communication

- Open lines of communication among team members
- Clearly defined responsibilities among design team & owner
- Clearly defined expectations among design team & Owner
- Regular meetings to review design & budget
- Owner kept in the know during process and throughout project

Attention to Detail

- Review construction documents with Owner & User Group prior to bid
- Providing a well-thought out and well-detailed set of plans equates to lower costs for the owner and fewer headaches in the construction process for the entire team
- Proactive planning
- Low percentage of project change orders is a tangible result of our attention to detail – average percent of change orders for our projects is less than 2%

Quality Control

Quality control starts in the beginning with team member selection and team scoping meetings that occur throughout the entire design process. Oakley Collier follows a four-step quality control method during the drawing production phase:

1. **Project Manager Review** - The Project Manager reviews all document documents (including consultants) as the first step to look for changes, additions or issues with coordination between various disciplines.
2. **Principal Project Architect Review** - The Project Architect performs a thorough review of the construction documents noting any changes and/or coordination issues that need to be addressed.
3. **Design Team Review** - The entire team (architect, MEP, structural and civil engineers) meets to perform a Design Team Review on the construction documents. All disciplines make any necessary changes and/or corrections following the review.
4. **Independent Architectural Review** - An independent outside architectural reviewer examines all construction documents – plans and specifications. They note any additional changes, clarifications or coordination that needs to take place before the construction documents are released for the bid phase of the project.

Building Information Modeling

We produce all drawings using Revit Architecture 2019, a Building Information Modeling (BIM) system. This allows us to simulate real-world performance of the building & reduces the environmental impact. It optimizes team collaboration which enables us to deliver our Clients' projects faster, provide more accurate & efficient designs, and deliver a more comprehensive vision earlier on in the process, which allows for better understanding of the program and physical spaces.



August 29, 2018

Dustin Peele,
Dare County Finance Office,
P.O. Box 1000,
954 Marshall C Collins Drive,
Manteo, NC 27954-1000

RE: Dare County Animal Shelter

Dear Mr. Peele;

It is our pleasure to submit a Statement of Qualifications for the Dare County Animal Shelter.

The attachments to this letter address the requested information which demonstrates that Cahoon and Kasten have the experience and expertise to complete your project. I hope that you will find Cahoon and Kasten Architects the best qualified to complete this County project. We would very much like to meet with the you to further present our qualifications if necessary.

Please do not hesitate to contact me with any questions about this proposal as I will be your contact and perform the work if we are retained. I can be reached by email at mark@obxarchitects.com and cell phone at 252.473.7395.

Sincerely



Mark Kasten, AIA, LEED AP

COMPANY PROFILE

Cahoon and Kasten Architects is a four person architectural firm resulting from the May 2000 merger of Benjamin Cahoon and Associates and Mark Arey Kasten, Architect. Our office is located in Nags Head, North Carolina.

The firm's goal for every project is to **compose in client partnership an appropriate and innovative design solution.** Toward that end we work with **diligence, creativity, and efficiency.** "Composing in client partnership" entails focused listening, seeking early and frequent feedback on designs, and finding ways to give clients what they ask for. An "appropriate" solution meets the client's needs, considers the environment, responds to its context and expresses its function. "Innovative" solutions are spatially efficient, respond to restrictions creatively, and "fit" clients in ways only this kind of design partnership can yield.

Our project list closely reflects the area in which we practice and is very diverse. Completed projects include medical facilities, apartments, condominiums, inns, churches, stores, police and fire stations, recreation centers, offices, restaurants, light industrial facilities, and homes. The majority of these projects are on the barrier islands of the Outer Banks the inland counties of Hyde and Tyrrell and in Elizabeth City, North Carolina. Our attention to their needs has resulted in a long list of repeat clients.

Our partnership with each client is augmented by our selection of the appropriate engineers and other consultants necessary to complete the project. We maintain close relationships with a short list of the best qualified and most professional civil, mechanical, electrical and geotechnical engineers, cost estimators, and others who share our design philosophy. All aspects of each project must contribute to the "appropriate and innovative" solution.

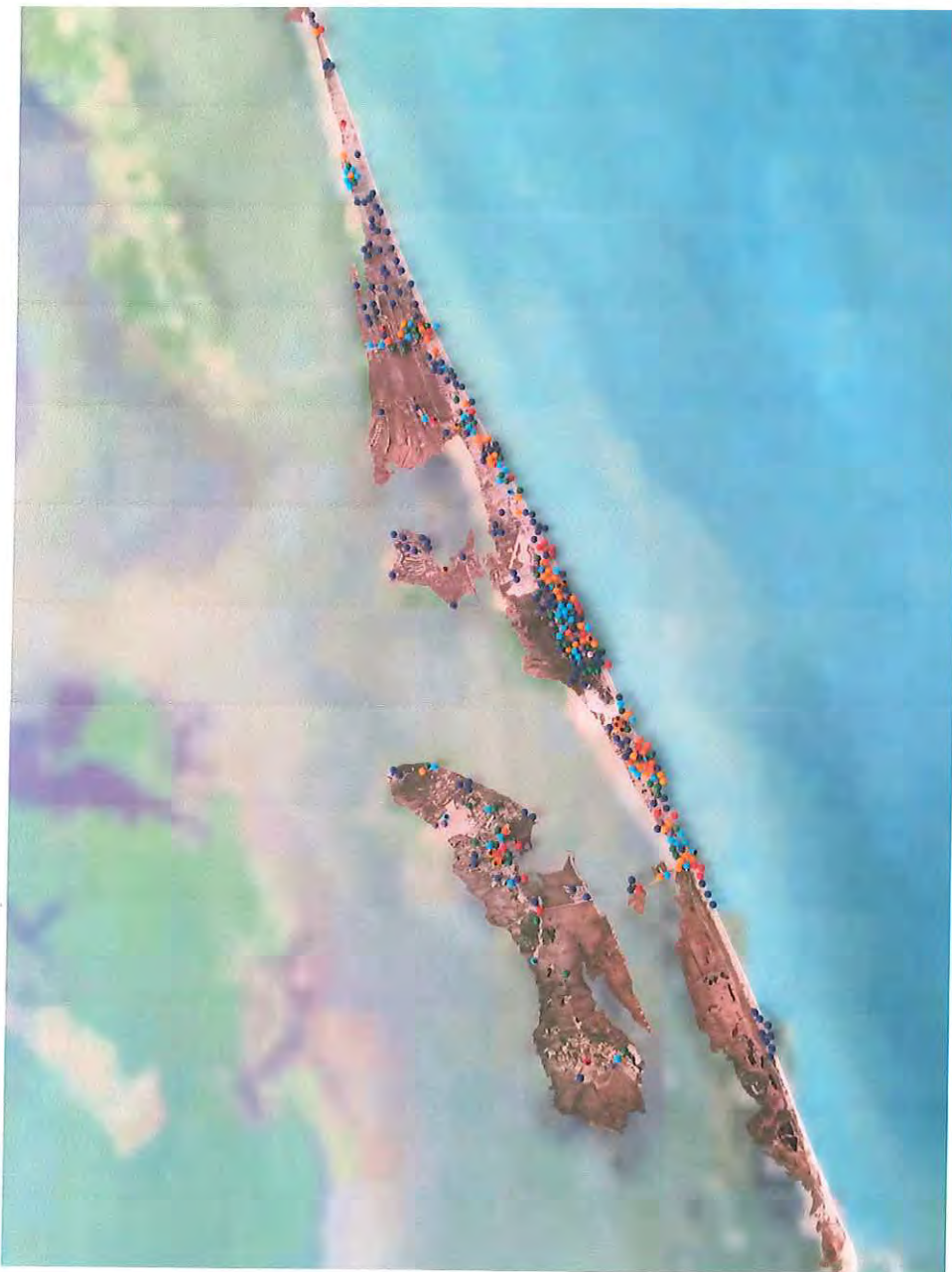
"Diligence, creativity, and efficiency" are supplied in abundance by our well trained and highly skilled staff, using up to date CADD graphics, spreadsheet, and accounting software. The entire staff shares the principal's commitment to each client partnership and they seek to fulfill the client's interest through complete and timely work, responsiveness to inquiries, accuracy in documents, and overall professionalism. The staff's interests in graphics, computer modeling, and construction has brought new and higher levels of service to our clients.

At Cahoon and Kasten Architects we seek satisfying partnerships with every client.

STATEMENT OF QUALIFICATIONS

Cahoon and Kasten has designed many small projects at this scale on the outer banks. Being in a small community, we are sensitive to the need for small incremental steps for one reason or another such as budget or just simply the scale of the building improvements. We believe that because of our experience and proximity to the project we can offer the best, most complete, and thorough services.

We have included a picture of an aerial photograph we have in our office marking all the project of various types and sizes we have completed on the Outer Banks. Our familiarity with construction on the Outer Banks and in Nags Head is quite extensive.



SIMILAR COMPLETED PROJECTS & REFERENCES

Lannons Animal Hospital, Elizabeth City, NC

The Lannons Animal Hospital is 6500 square veterinary clinic and animal boarding facility in Elizabeth City, NC. The building includes 18 dog kennels, cat room, 4 exam rooms, lab space, surgery rooms, reception areas, x-ray equipment, pharmacy, a waiting room and reception areas.

Reference: Rick Godfrey
114 W. Meadowlark St
Kill Devil Hills, NC
252.261.8600



Kill Devil Hills Ocean Rescue, Kill Devil Hills, NC

Kill Devil Hills Ocean Rescue building serves as the office for the Town of Kill Devil Hills Ocean Rescue and as a public beach access with showers and bathrooms. As Ocean Rescue acts in much the same way as the Life Saving Service did 100 years ago, in that they save the lives of people stranded at sea, the Town wanted to replicate the 1874 station design which was very common all down the Atlantic Coast. The project incorporates cisterns to catch rain water for flushing toilets and washing vehicles. Also, there are solar panels on the roof for heating water. The ground floor serves as a storage garage for ocean rescue vehicles.

Reference: Greg Loy
Planning Director
Town of Kill Devil Hills
252.449.5318



Roanoke Island Festival Park Pavilion, Manteo, NC

The Roanoke Island Festival Park Pavilion Project was a renovation of an existing performance pavilion including raising the stage, adding dressing rooms, and providing sound and lighting equipment. This project had very demanding schedule requirements which Cahoon+Kasten met and was recognized by the State with a Certificate of Merit.

Reference: Ryan Scruggs
State Office of Construction
301 N Wilmington St.
Raleigh, NC 27601
919.807.4098



UNC-CSI Campus, Skyco, NC

Ben Cahoon of Cahoon+Kasten was involved in the UNC-CSI Campus planning from the start. The original facility design program included a 70,000 sf research and education building, maintenance building and resident housing. Of that, the research building (minus an auditorium wing) and the maintenance building were constructed. PBC+L were the design architects and Cahoon+Kasten provided construction administration services. The resident housing designed by Cahoon+Kasten but has not yet been built. The project was constructed through a Construction Management agreement.

Reference: Clymer Cease
Clark Nexsen
333 N Fayetteville St., Suite 1000
Raleigh, NC 27601
919.828.1876



PROJECT OBJECTIVES AND DESIGN APPROACH

It is our understanding that the County intends to select a site and build a new animal shelter. The design team would be asked to assist in a two phased approach to the project. In the first phase we would assist in producing a feasibility study to determine a site location, facility programming, preliminary facility design, and a project cost estimate. The second phase would include development of the building and site design and production of permit documents for obtaining all necessary permits

We would begin the first phase with a meeting to discuss program requirements and design intent in order to understand the build size, function, arrangement, and budget constraints. With that we would look at potential sites to see if the building concept would fit or if modifications to the building concept were necessary to fit on a particular site. The culmination of this phase would be the production of conceptual site plans, building plans, building renderings, and project cost projections to present to the County for review and possible approval.

Phase two will be contingent upon the approval of the County and include development of the necessary documents for obtaining site and building permits. To that end, we would incorporate County requested design modifications and prepare building and site design drawings based on the phase one work. These would be considered Design Development drawings indicating building and site design and construction intent. Once we obtain County approval for the Design Development drawings we would proceed with production of building and site permit documents and obtaining permits.

PERSONNEL QUALIFICATION & DESIGN TEAM

cahoon+kasten

ARCHITECTS

Architect/Project Leader **Mark A Kasten, AIA, LEED AP**

Background

Mark has thirty years' experience in the architectural field. He has experience in residential, commercial and institutional design as sole proprietor of the firm he started in 1995. In May of 2000, he merged his practice with Benjamin Cahoon and Associates to form Cahoon + Kasten Architects. His work includes new construction as well as renovations and remodels of existing structures.

Education

Bachelor of Architecture
Virginia Tech, 1987

Professional Credentials

Registered Architect in North Carolina
LEED Accredited Professional



Plumbing/Mechanical/Electrical Engineer **Wilson Pou, PE**

Background

D. Wilson Pou, P.E. is President and sole owner of the firm. Through previous employment as a Project Manager and Professional Engineer, he gained extensive experience with federal projects and the procedures associated with them. Mr. Pou is a licensed Professional Engineer in the states of North Carolina and Virginia.

Mr. Pou began designing in the year 1987, earned his PE License in 1995 and created Engineering Source of NC, P.A. in 2000. Engineering Source of NC, P.A. has been a steadily growing company ever since thus proving Mr. Pou's dedication, knowledge and experience to be of superb quality.

Education

Bach of Science, Industrial Tech.
Tennessee Tech Univ. 1987

Professional Credentials

N.C. Registered Engineer
VA Registered Engineer

National Society of Professional Engineers

N.C. Society of Professional Engineers (NCPE)



Civil Engineer

John M. DeLucia, PE

Background

Mr. DeLucia is a civil engineer with over fifteen years of experience in land development projects in eastern North Carolina. Specific areas of proficiency include sedimentation/erosion control methods, stormwater management techniques, structural design restoration, and wastewater treatment & disposal.

Mr. DeLucia is responsible for the technical production of design drawings and specifications. His knowledge in the field of computer aided design and drafting (CADD) assures technical accuracy and progressive application of current analytical and design parameters. His proficiency with AutoCAD Land Development Desktop, ArcGIS, Microsoft Office Suites, Haelstead Method applications along with other programs and techniques provides clients the benefit of the latest in computer technology.

Education

Bachelor of Engineering
William Raven School of Eng.
Youngstown, Ohio

Professional Credentials

N.C. Registered Engineer



Consent Agenda

Description

1. Approval of Minutes (09.04.18)

Board Action Requested

Approval

Item Presenter

County Manager, Robert Outten



Approval of Minutes

Description

The Board of Commissioners will review and approve their previous Minutes, which follow this page.

Board Action Requested

Approve Previous Minutes

Item Presenter

County Manager, Robert Outten



County of Dare

P.O. Box 1000 | Manteo, NC 27954

MINUTES

DARE COUNTY BOARD OF COMMISSIONERS MEETING

Dare County Administration Building, Manteo, NC

9:00 a.m., September 4, 2018

Commissioners present: Chairman Robert Woodard, Vice Chairman Wally Overman
Jack Shea, Steve House, Rob Ross, Jim Tobin, Danny Couch

Commissioners absent: None

Others present: County Manager/Attorney, Robert Outten
Deputy County Manager/Finance Director, David Clawson
Public Information Officer, Dorothy Hester
Clerk to the Board, Gary Lee Gross

A full and complete account of the entire Board of Commissioners meeting is archived on a video that is available for viewing on the Dare County website www.darenc.com.

Chairman Woodard called the meeting to order at 9:00 a.m. He invited Rev. Spottswood Graves to share a prayer, and then he led the Pledge of Allegiance to the flag.

ITEM 1 – OPENING REMARKS – CHAIRMAN’S UPDATE

Following is a brief outline of the items mentioned by Chairman Woodard during his opening remarks, which can be viewed in their entirety in a video on the Dare County website –

- Noted that this has been a week of reflection on the life of the late Senator John McCain. He expressed hope that there will be growth for both sides of the political aisle as the Board of Commissioners strives to do what is best for the people of Dare County.
- Reported on the Special Meeting of the Board that was held on August 20th to discuss short and long term goals for flooding issues throughout Dare County.
- Commended School Superintendent John Farrelly on the exciting Convocation that was recently held to launch the start of what promises to be another successful school year.
- Provided information about the wide range of issues that were discussed at the Annual Conference of the North Carolina Association of County Commissioners in Hickory, NC that he recently attended on behalf of the Dare County Board of Commissioners.
- Congratulated Jay Burrus on his retirement as the Director of Dare County’s Health and Human Services Department noting that this well respected leader will be missed.

- Briefed the Board on a meeting that he and the County Manager had with several College of the Albemarle Trustees. He announced the culmination of negotiations that will provide Dare County students the opportunity to participate in two Bachelor programs beginning in the fall of 2019. The Chairman also provided details about COA's Career Coach Program and efforts being made by the County to let parents and students know of the affordable educational opportunities that are available at COA.

ITEM 2 – PRESENTATION OF COUNTY SERVICE PINS

- 1) Margaret Lee, Human Resources, received a 10-year pin.
- 2) Marjorie Whitley, Public Health Division, received a 10-year pin.
- 3) Leigh Bracy, Social Services Division, received a 10-year pin.
- 4) Jodi Wyant, Public Health Division, received a 15-year pin.
- 5) Karen Stanberry, Social Services Division, received a 20-year pin.
- 6) Bonnie Bennett, Friends of Youth Manager, received a 30-year pin.

ITEM 3 – EMPLOYEE OF THE MONTH – SEPTEMBER 2018

David Hooks received the Employee of the Month award from Jennie Collins who described the many ways that Mr. Hooks is an asset to the Emergency Medical Services Department.

ITEM 4 – PUBLIC COMMENTS

The Manager outlined the procedure for making public comments in Manteo and via the video link to the Fessenden Center in Buxton. Following is a brief summary of citizen remarks, which can be viewed in their entirety in a video on the Dare County website –

The following comments were made in Manteo –

1. Spottswood Graves, in support of the agenda item being presented by Betty Corbin on behalf of the Daughters of the American Revolution to celebrate Constitution week, read from Abraham Lincoln's Gettysburg Address describing it as one of the foundational documents of our nation.

There were no comments made in Buxton –

ITEM 5 – PROCLAMATION – CONSTITUTION WEEK

Betty Corbin, on behalf of the Virginia Dare Chapter of the Daughters of the American Revolution (DAR) presented a proclamation commemorating the anniversary of the framing of the Constitution of the United States.

MOTION

Commissioners Overman and Shea motioned to issue the Constitution Week Proclamation. Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

ITEM 6 – TOURISM BOARD – RESTRICTED FUND EXPENDITURE REQUEST

Lee Nettles, Executive Director of the Outer Banks Visitors Bureau, asked the Board to approve an expenditure from the Long Term Restricted Fund (line item 4520) to award \$30,000 to the Elizabethan Gardens for the Discovery Cottage & Discovery Center Outdoor Classroom. It was noted that the cottage and classroom will serve as a valuable educational resource for groups and local schools.

MOTION

Commissioner Shea motioned to approve the \$30,000 expenditure as requested. Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 7 – RECOMMENDED WATER CAPITAL IMPROVEMENTS PLAN FOR 2019-2024

Finance Director David Clawson along with Utilities Director Ken Flatt and Asst. Pat Irwin presented the recommended Water Capital Improvements Plan (CIP) covering the years 2019 through 2024. The Board was given a description of each proposed project and the impact of the plan on the ending Fund Balances per the Water Rate Model. Details were given about several of the plan's large projects including implementation of an automated meter reading system. In response to a question from Commissioner Tobin about the status of whether the County will absorb the Seafood Industrial Park water plant, the County Manager explained that staff is waiting for the Seafood Industrial Park to commission an engineering report so that a proper assessment can be made. Commissioner Couch raised the need for hydrants in Brigands Bay and Leslie Lane and commended the Water Department for all their efforts on Hatteras Island. The County Manager thanked Mr. Flatt and Mr. Irwin for doing a wonderful job assembling the material for the Water CIP.

MOTION

Commissioners Overman and Shea motioned to approve the recommended CIP and authorize the County Manager to execute all necessary Capital Project Ordinances and Budget Amendments for FY2019 with a report to follow.

Commissioners House and Ross seconded the motion.

VOTE: AYES unanimous

ITEM 8 – C&D LANDFILL CONCRETE PROJECT

The County Manager explained that for many years concrete and other large debris items that could not be put into the C&D Landfill were stockpiled at the site until it could be determined how to dispose of the items. He reported that the State inspector has indicated that it is now time to remove that debris to an appropriate disposal site. Mr. Outten explained that although no formal bidding process was required, staff informally bid the project with Hatchell Concrete being the low bidder at a price of \$124,000. He asked the Board to approve the Hatchell proposal and related Budget Amendment.

MOTION

Commissioner Shea motioned to approve the Hatchell proposal and Budget Amendment. Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 9 – CONSENT AGENDA

The Manager announced the items as they were visually displayed in the meeting room.

MOTION

Commissioners Shea and House motioned to approve the Consent Agenda:

- 1) Approval of Minutes (08.20.18 & Special Meeting on Stormwater) **(Att. #1)**
- 2) Resolution – FY2018-19 Capital Improvements Plan Project Financing **(Att. #2)**
- 3) DHHS, Social Services Division – Budget Amendment: Insurance and Bonds Increase
- 4) DHHS, Social Services Division – Budget Amendment: Position Upgrade
- 5) Resolution to Approve Sole Source Purchase – Motorola Radios **(Att. #3)**
- 6) Medical Services Contract – Detention Center
- 7) NCDOT Utility Relocation Agreement (URA) **(Att. #4)**
- 8) Boiler Contract for DSS and Health

Vice Chairman Overman seconded the motion.

VOTE: AYES unanimous

ITEM 10 – BOARD APPOINTMENTS

1) Health and Human Services Board

Vice Chairman Overman motioned to reappoint Kevin Phillips and Nicholas Kiousis.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

2) Nursing Home Community Advisory Council

Commissioner Shea motioned to appoint Susie Walters.

Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

3) Upcoming Board Appointments

The upcoming appointments for October, November, and December were announced.

ITEM 11 – COMMISSIONERS' BUSINESS & MANAGER'S/ATTORNEY'S BUSINESS

Commissioners and the County Manager frequently make extensive remarks, which can be viewed in their entirety in a video on the Dare County website. Following is a brief summary outline of the items mentioned by Commissioners during this segment –

Commissioner Shea

- Thanked the service pin recipients and the Employee of the Month for all that they do to make Dare County such a great place.
- Commented on the Constitution Week Proclamation adopted today by the Board by saying that our Constitution is one of the greatest documents that has ever been written.
- Expressed hope that everyone had an enjoyable Labor Day weekend.

Commissioner Couch

- Noted that the County appears to be experiencing a good tourism season this year and voiced hope that 2018 will be a banner economic year for all tourism business sectors.

Commissioner Tobin

- Gave an update on the Nursing Home Advisory Council meeting. He reported that Peak Resources is doing a fantastic job and advised that Spring Arbor has work that needs to be done. He added that Susie Walters is a great addition to the Advisory Council.
- Provided details of the quarterly dredging meeting held in New Bern noting that the State has released the \$15 million and that the dredging project is moving at a good pace.
- Reported that bears continue to be a problem for the people of Manns Harbor. Mr. Outten gave an update on the County's effort to research bear-proof trash containers. The Manager explained that Public Works and the Public Relations Department will be reaching out to the community to determine how many people are interesting in buying the bear-proof cans so that a cost effective order can be placed.

Commissioner Ross

- Congratulated the Employee of the Month along with those who received service pins including Bonnie Bennett who was presented a 30-year pin and thanked by Commissioner Ross for the amazing job she does.
- Extended best wishes to Sheila Davies as she takes over the critical role as Health and Human Services Director in the wake of Jay Burrus' retirement.
- Noted that the Northeast Work Force Development Board, which is a component of the Albemarle Commission, recently received a national award in recognition of the work they have done in our region to help at-risk youth get employment.

Commissioner House

- Thanked the service pin recipients and the Employee of the Month.
- Congratulated Jay Burrus on his well-deserved retirement.
- Condolences were expressed to the family of Senator John McCain. Commissioner House said he had met the Senator and considered him to be an outstanding person.
- Asked the Board to reinstate the Dare County Commission For Working Watermen, which was requested by Susan West during Public Comments at the last meeting. He outlined the types of industries that have been represented on the Commission and suggested that a fish house be added. Commissioner House explained that he would like to terminate the current appointments and have a reorganizational meeting where a list of Commission Members can be assembled and presented to the Dare County Board of Commissioners at its next meeting. Chairman Woodard suggested that Commissioner House serve as the Working Watermen's Commissioner Representative and Commissioner House indicated that he would be honored to serve in this capacity.

MOTION

Commissioner House motioned to approve moving forward to reorganize the Dare County Commission For Working Watermen as outlined.

Commissioners Tobin and Overman seconded the motion.

VOTE: AYES unanimous

Vice Chairman Overman

- Commended the service pin recipients and the Employee of the Month.
- Thanked Public Comments speaker Spottswood Graves for sharing Abraham Lincoln's Gettysburg Address, which he described as a speech that will forever be remembered.

Chairman Woodard

- Shared his thoughts on the death of Senator John McCain calling him a Statesman. The Chairman echoed his hope that both sides of the aisle will learn to respect each other.

MANAGER'S/ATTORNEY'S BUSINESS

1. The County Manager briefed the Board on a nationwide class action lawsuit concerning Payments In Lieu of Taxes (PILT) that local government entities receive from the federal government. He provided background about the lawsuit, which seeks compensation for jurisdictions that have been underpaid. Mr. Outten noted that there is no cost to the County to join in the lawsuit and any settlement would be done on a prorated basis.

MOTION

Vice Chairman Overman motioned to join in the class action lawsuit.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

2. Mr. Outten reported that dredging for the Manteo boat channel has been 100% funded in the State budget on a reimbursement basis for approximately \$1.9 million. He explained that the Town of Manteo has requested that Dare County serve as the fronting organization for this project since the Town is not able to put up the funds pending reimbursement. The Manager said the County and its staff can provide this service, which would benefit the watermen and the Elizabeth II that depend on the Manteo boat channel. Commissioner Tobin noted that the money is reimbursable by the State.

MOTION

Vice Chairman Overman motioned to approve Dare County serving as the fronting organization on behalf of the Town of Manteo as requested and authorize the Manager and Finance Director to take whatever action is necessary for this project.

Commissioners House and Tobin seconded the motion.

VOTE: AYES unanimous

Public Information Officer Dorothy Hester provided information about videos that the Public Relations Department has been working on for the Bonner Bridge replacement project, components of the Capital Improvements Plan, and the merits of Dare County students attending The College of the Albemarle.

At the conclusion of the meeting, Chairman Woodard asked for a motion to adjourn.

MOTION

Commissioner Shea motioned to adjourn the meeting.

Commissioner Ross seconded the motion.

VOTE: AYES unanimous

At 10:43 a.m., the Board of Commissioners adjourned until 5:00 p.m., September 17, 2018.

Respectfully submitted,

[SEAL]

By: _____
Gary Lee Gross, Clerk to the Board

APPROVED: By: _____
Robert Woodard, Chairman
Dare County Board of Commissioners



Board Appointments

Description

The Dare County Board of Commissioners will consider the following Board Appointments:

Dare County Transportation Advisory Board
Nursing Home Community Advisory Council

Complete information about the appointments appear after this page.

Board Action Requested

Make Board Appointments

Item Presenter

Robert Outten, County Manager

Board Appointments – September 17, 2018

Dare County Transportation Advisory Board

Staff for the Advisory Board has asked that Chuck Lycett replace Jay Burrus. Jay Burrus retired August 31, 2018.

Nursing Home Community Advisory Council

Mary Pendill has completed her training and has been recommended for appointment.



Dare County Transportation Advisory Board

Description

See attached summary.

Board Action Requested

Take appropriate action.

Item Presenter

Robert Outten, County Manager

September, 2018

DARE COUNTY TRANSPORTATION ADVISORY BOARD
(Four Year Term)

Staff for the Advisory Board has asked that Chuck Lycett replace Jay Burrus.
Jay Burrus retired August 31, 2018

Other Members: See attached list

DARE COUNTY TRANSPORTATION ADVISORY BOARD

(Staggered Terms/Four Year Term)

The Dare County Transportation System is required by the State's Community Transportation Program to have a local Transportation Advisory Board. This Board is expected to maintain a minimum level of coordinated transportation service and to maintain ongoing communications as a means of seeking public involvement and ongoing administrative oversight.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Brandi Rheubottom P.O. Box 1000 Manteo, NC 27954 475-5635 Older Adult Services (Government Sector)	6-2022	Apptd. 6/06 Reapptd. 6/10,14, 18
Jay Burrus P.O. Box 1000 Manteo, NC 27954 473-1471 Health & Human Services (Government Sector)	6-2022	Apptd. 6-98 Reapptd. 7/02,06,10,14, 18
Vacant (Public Business Sector)	6-2017	
Kenny Kee 1101 E.R. Daniels Rd. Wanchese, NC 27981 480-3500 Dare County Career Center (Government Sector)	6-2022	Apptd. 6-04 Reapptd.6-06,10,14,18
Mandy Earnest 316 Burns Drive Kill Devil Hills, NC 27948 Home 207-3952, Work 475-9257 (Human Services Sector)	6-2021	Apptd. 10/17
Nessie Siler 146 Airport Rd. Manteo, NC 27954 473-3376 User with a Disability (Public/Business Sector)	6-2022	Apptd. 6-14 Reapptd. 6/18
Ginny Zdanski P.O. Box 175 Manteo, NC 27954 473-6316 Human Service Agency (Human Services Sector)	6-2020	Apptd. 11-16

Jack Shea P.O. Box 1000 Manteo, NC 27954 475-5700 Dare County Commissioner (Government Sector)	6-2019	Apptd. 1/07 Reapptd. 6/07, 9/11 6/15
Maria Heifferon, Ch. 8410 S. Old Oregon Inlet Rd. Nags Head, NC 27959 441-5323 Ethnic Minority Rep. (Public/Business Sector)	6-2020	Apptd. 7/08 Reapptd. 6/12, 6/16
Vacant (Public/ Business Sector)	6-2017	
Alex Chandler 1229 Burnside Road Manteo, NC 27954 216-6058 – Home 473-3717 – Business chandlera@daretolearn.org Education Institution (Government Sector)	6-2022	Apptd. 6/18
Amy Montgomery OBX Hospital 4800 S. Croatan Hwy. Nags Head, NC 27959 (Dialysis/Hospital Rep.) (Human Services Sector)	6-2021	Apptd. 9/11 Reapptd. 6/13, 17
Vacant (Public/Business Sector)	6-2017	

NOTES:

CONTACT INFO: Don Cabana, Transportation Director
475-5641

MEETING DATE: Quarterly, Dare Co. Center, 8:30 a.m.

Stuart Bell appointed to fill unexpired term of Dick Wood 2/99.
Warren Judge replaced Stuart Bell 7/99.
Doug Tutwiler replaced John Xenakis 7/99.
Randy Hemmis filled unexpired term of Al Valentino 1/00.
Bryan Shaw filled unexpired term of Ward Barnett 1/00.
Richard Wescoat appointed to fill unexpired term of Al Forman 2/00.
Donnie Just appointed to fill unexpired term of Doug Tutwiler 2/00
Ray Seiwel filled unexpired term of Randy Hemmis 2/00.
Trish Blacmon appointed to fill unexpired term of Wilson Shearin 6/00.
Christan Zdanski replaced Uli Bennewitz 6/00.
Oral Ali replaced Lani Goodwin 6/00.
Dawn Enochs replaced Warren Judge 6/00.

David Hoare appointed to fill unexpired term of Richard Wescoat 10/00.
Curtis Creech appointed to fill unexpired term of Chris Zdanski 12/00.
Comm. Geneva H. Perry filled unexpired term of outgoing Comm. Cheryl Byrd 1/01.
Kim Bailey replaced Ann Laughlin 7/01.
David Quidley replaced Bryan Shaw 7/01.
Jeff Tack filed unexpired term of Dawn Enoch 7/01.
Eric Spears filled unexpired term of Donnie Just 7/01.
Kermit Skinner filled unexpired term of the late Curtis Creech 6/02.
DCBC eliminated seat for Cancer Support Group 7/1/02.
Jody Crosswhite filled unexpired term of Trish Blackmon 12/02.
Comm. Cheryl Byrd appointed to fill unexpired term of outgoing Comm. Geneva Perry 2/03.
Margie Midgett appointed to fill unexpired term of Dell Collins 3/03.
Doug Seay replaced Jeff Tack (OB Visitor Bureau) 6/03.
Sandy Morrison apptd. to fill unexpired term of David Hoare 6/03.
Pete Groom replaced Alex Risser 6/04.
Pat Morrissey replaced Kermit Skinner, 6/04.
Kenny Kee replaced Jimmy Perry 6/04.
Megan Gregory replaced David Quidley 1/05.
Robert Woodard apptd. to fill unexpired term of Doug Seay 2/05.
Amy Etheridge apptd. to fill unexpired term of Kim Bailey 2/05.
Ben Sproul apptd. to fill vacant OB Rest. Asso. seat 4/05.
Andy Szakos filled unexpired term of Sandy Morrison 3/06.
Michelle Pharr filled unexpired term of Bob Woodard 3/06.
Tim Shearin filled unexpired term of Pat Morrissey 4/06.
David Kleinschuster apptd. To fill unexpired term of Amy Etheridge 6/06.
Comm. Jack Shea apptd. to fill unexpired term of Cheryl Byrd 1/07.
Amy Montgomery filled unexpired term of Gina Scarborough 9/11.
Kristen Parrino filled vacant Hatteras Island seat 4/15.
Apptd. Ginny Zdanski to fill vacant Public Human Service Agency seat 11/16.
Apptd. Mandy Earnest to fill Human Services Sector seat 10/17
Alex Chandler appointed to replace John Winston, Jr. 6/18

REVISED 6/18



Nursing Home Community Advisory Council

Description

See attached summary.

Board Action Requested

Take appropriate action.

Item Presenter

Robert Outten, County Manager

September, 2018

BOARD APPOINTMENT

NURSING HOME COMMUNITY ADVISORY COUNCIL

(Three Year Term)

The Nursing Home Community Advisory Council serves as an advocate through monitoring of care and resolution of grievances of nursing home patients or their families. The Council meets when needed.

Mary Pendill has completed her training and has been recommended for appointment.
Her application is attached.

Other Members:
See attached list

**Community Advisory Committee
VOLUNTEER APPLICATION**

Thank you for your interest in the Community Advisory Committee. If you are a county resident, at least 18 years old, and willing to volunteer your time and expertise to your community, please complete and submit this application.

NAME: Mary F. Pendill		
ADDRESS: 129 Dogwood Circle		
CITY: Manteo	STATE: NC	ZIP: 27954
HOME PHONE: (252) 473-3589	WORK PHONE: cell (252) 423-0757	EMAIL: obxmama p@hotmail.com
PLACE OF EMPLOYMENT: Retired		
COUNTY OF RESIDENCE: Dare	Do you serve on any other Boards? <i>Yes</i> Dare County Center Dare County Older Adult Services	
Why are you interested in volunteering on the Community Advisory Committee? Being an older adult, I am concerned for the older citizens in our community. In 2030 85% of our state will be over 65. We need to make sure that we have proper facilities and staff to handle this increase		
Please list any work, volunteer and/or educational experience that you would like us to consider in the review of your application. Feel free to attach a resume. I have volunteered at Peak Resources helping the residents play games. I have some medical knowledge because I was a Xray tech.		

NURSING HOME COMMUNITY ADVISORY COUNCIL

(One Year Term, Three Year if reappointed)

Nursing Home Advisory Councils were established to maintain the intent of the Nursing Home and Adult Care Home Resident Bill of Rights within nursing homes and adult care homes across the state. The Committee promotes community involvement and cooperation to ensure quality of care for older adults. The Council is responsible for advising the County Commissioners of the general conditions that exist in Dare County's long term care facilities.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Jim Tobin (Ex-Officio) 6951 Pecan Lane PO Box 243 Manns Harbor, NC 27953 Jim.tobin@darenc.com 216-7732	1-21	Apptd 6-17 Reapptd. 1-18
Melissa McCarter 3102 Columbia St. Kill Devil Hills NC 27948 252-423-0654	1-19	Apptd. 6-16
Vacant	3-18	
Linda Putnam 972 Burnside Rd. Manteo, NC 27954 473-2669	9-19	Apptd. 10-14 Reapptd. 9-16
Mary Jernigan P.O. Box 345 Kill Devil Hills, NC 27948 252-305-1005	1-19	Apptd. 1-16
Pamela "Susie" Walters 415 W. Raceview Court PO Box 1075 Nags Head, NC 27959 pswalters@earthlink.net 252-441-9218 – home 252-207-5846 - business	9-19	Apptd. 9-18

NOTES:

MEETING INFO: Quarterly, 10:00 a.m. at the Baum Center

CONTACT INFO:

MEMBERS COMPENSATED: No

WHEN APPOINTMENTS ARE MADE:

NOTIFY: Brandi Jordan, Regional LTC Ombudsman
The Albemarle Commission
P.O. Box 646, Hertford, NC 27944
252-426-5753, ext. 225
252-426-8482 (fax)

The Nursing Home Community Advisory Committee acts as a liaison between the Albemarle Commission and Peak Resources Nursing Home.

Marjorie Lane, Ombudsman of the Albemarle Commission called to ask for a copy of Mr. Russell Langley's letter of resignation from the Nursing Home Advisory Committee.

Ms. Lane said that by law only five members from Dare County should be on the Board. She recommended not replacing Mr. Langley since there were five members after his resignation. She also advised that law provides that one of the members is to be an individual recommended by the Nursing Home. She asked that the next time a term is due to expire, this slot be filled by such a person.

Dorothy Meers replaced Polly Bernd 9/90.

Dawn Gibbs replaced Alice Basnight 4/91.

Roy Riddick appointed to fill unexpired term of Emma Cannady. He can only be appointed for 1 year since this is his first appointment. His term will expire 1/94.

Liz Ann Creef appointed to fill seat left vacant by Dorothy Meers 1/95. Ms. Creef's term will expire 9/95.

Liz Ann Creef reappointed in 9/95 but later declined. Mary Hall appointed to fill her unexpired term 11/95.

Helen Beshens replaced Dawn Gibbs 1/97.

Lib Fearing replaced Dawn Gibbs 1/97.

Comm. Hassell replaced Roy Riddick. Her term will expire 1/97.

Louise Gray replaced Katherine McKimmey on 3/97.

Lovey Moore replaced Helen Beshens 6/97. Mrs. Beshens could not serve due to a family member being a resident at Britthaven.

Eleanor Meekins replaced Lib Fearing 6/97. Mrs. Fearing could not serve due to a family member being a resident of Britthaven.

Comm. Anna Sadler replaced Shirley Hassell 1/99.

Mary Conway replaced Lovie Moore 12/00.

Renee Cahoon filled unexpired term of Anna Sadler 1/01.

Joann Williams replaced Louise Gray 3/01.

Peggy Thank filled unexpired term of Mary Hall 5/01.

Lib Fearing apptd. to fill unexpired term of Joann Williams 9/03.

Kaye White apptd. to fill unexpired term of Renee Cahoon 9/03. Renee Cahoon can only serve as an ex-officio member and not as an active voting member of the board according to NCGS.

Dell Collins replaced Mary Conway 1/05.

Gail Sonesso replaced Patricia Schwartz 1/05.

Virginia Tillett replaced Renee Cahoon 1/05.

Cyrithia Kalongi replaced Dell Collins 1/06.

Frank Hester filled unexpired term of Peggy Thank 5/07.

Jackie Wenberg replaced Gail Sonesso 2/08.

Steve Jennette filled unexpired term of Jackie Wenberg 11/08.

Appollonia (Bella) Reber filled unexpired term of Frank Hester 9/09.

Phelpie Edmondson filled unexpired term of Steve Jennette 9/09.

Roger Barnett appointed to fill unexpired term of Phelpie Edmondson 4/10.

Janet Jordan replaced Kaye White 1/11.

Laurie Worsley apptd. to fill vacancy left by Lib Fearing 6/11.

Anita Edwards apptd. To fill unexpired term of Laurie Worsley who could not continue to serve due to a conflict 8/11.

Comm. Wally Overman filled unexpired term of Virginia Tillett 10/13.
Linda Putnam appointed to fill unexpired term of Appollonia Reber 10/14.
Margaret Umphlett replaced Wally Overman 1/15.
Mary Jernigan replaced Roger Barnett 1/16.
Melissa McCarter filled unexpired term of Janet Jordan 7/16.
Diannalea Knight filled unexpired term of Anita Edwards 12/16.
Jim Tobin filled unexpired term of Margaret Umphlett 6/17
On February 19, 2018 Cyrithia Kalonji and Diannalea Knight were removed from the Committee after Dare County received official notification from the State of North Carolina that they were not eligible for continued service based upon not completing the training requirements that are mandated by the NC General Statutes;
On March 5, 2018 the Board recommended that the applications of Richard Burris and Susie Walters be forwarded to the Ombudsman to undergo training required by the NC General Statutes prior to their names being submitted to the Board of Commissioners at a future date for formal appointment to the committee
Pamela "Susie" Walters appointed by DCBC – 9/18

REVISED 9/18

COMMISSIONERS' BUSINESS

MANAGER'S / ATTORNEY'S BUSINESS