THE CITY OF



TEXAS

RFQ
Architectural Services
for
Planning & Design
of a
New Animal Services Facility

RFQ # 18-2014-22

March 18, 2014

<u>quorum</u>

Design. Spaces. People.

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Intro Letter



March 17, 2014

Douglas G. Faseler City Manager City of Seguin 205 N. River Street Seguin, Texas 78155

RE: Architectural Services for Planning & Design of a New Animal Services Facility

Seguin, Texas

Quorum Number: 14027

We are pleased to submit our qualifications for consideration of the Seguin Animal Services Facility. It is our understanding that the City Council has approved funding for a needs assessment study, and that further services will be based on future funding.

Listed below are some of the reasons we feel make us qualified for your project.

- Quorum has been involved in planning phases for 20 animal shelters
- > The principal architect on this project, David Duman, was involved in all 20 of those projects which are similar in scope as yours
- Mr. Duman has given presentations on planning and designing animal shelters
- Quorum is using a local surveyor / Civil engineer to assist in site selection and evaluation
- Quorum is currently working with the City of San Marcos on a Needs Assessment and Concept Development for their Animal Shelter

Quorum Architects, Inc., along with Bettersworth & Associates, Inc. as the local surveyor / Civil engineer, would be a fantastic choice for this project as Quorum has an in-depth knowledge and vast experience with animal service facilities throughout Texas, and Bettersworth has extensive knowledge of the local market, sites, and utilities. We have learned how to deliver consistent results to our clients and will bring these talents to your project as well. On the next page, you will find a summary of our qualifications that we feel are unique to us and separates us from other firms submitting for consideration.

We appreciate the opportunity to submit our qualifications to you for planning & concept design of your new Animal Services Facility. We look forward to creating a new and unique solution to meet your specific needs.

Sincerely,

David G. Duman, AIA

707 W. Vickery Blvd, Suite 101

Fort Worth, Texas 76104

Direct Phone Number: 817-546-6315

E-mail: davidd@qarch.com

WHAT SEPARATES US?

Responsiveness

- → Quorum Architects, Inc. has a proven track record of responsiveness with our Clients. We have provided architectural services on more than 20 animal service projects.
- → Quorum has the capability of working on-site or anywhere in Seguin, if necessary. We are connected to the cloud which means our office is mobile.

Expertise and Reliability

- → Our architectural team, consisting of David Duman (Principal) and Kim Dowdy (Project Manager), has spent most of the last 10 years focused on animal shelters and adoption facilities.
- → Ken Reininger of Bettersworth & Associates, Inc. (Civil Engineer in Seguin) is on our team to assist in the search for a good site for your new facility.
- → Mr. Duman was invited to speak at Texas Unites for Animals Conference. His presentation was titled "Designing Animal Shelters and Adoption Centers". We have been a sponsor of Texas Unites for Animals over the past four years and are attending again this year.

Flexibility and Proven Strategic Vision

- → We have attended and facilitated multiple Council work sessions, retreats, Advisory Board meetings and fundraising meetings to present a vision and build consensus for many animal service projects.
- → Mr. Duman has served on various municipal boards and commissions including 17 years on a his local planning and zoning commission.
- → We facilitated the successful Tri-City Animal Shelter project bringing together three regional municipalities to design and construct one common facility. We are currently doing the same in San Marcos for them, Hays County, Kyle and Buda.

Results Oriented Design

- → Over the past two years, Quorum's designs have aided in finding homes for over 21,000 animals
- → Improved efficiency in cleaning processes cleaning more kennels in less time
- → Improved adoption rates and reduced euthanization rates (to 0% of adoptable animals)
- → Increased opportunities in animal social interaction aiding in adoption retention numbers
- → Increased air circulation and exchanges providing fresh air for improved animal health
- Improved energy efficiency reducing energy consumption
- → Increased number of visitors one of our facilities increased visitors by over 500% after moving into their inviting, clean facility with large viewing windows into the adoption area from the nearby street
- → Improved noise control and decreased decibel levels
- → Designing for future addition(s) we recently completed the third expansion design for the Richardson Animal Shelter. Each expansion was effectively and inconspicuously incorporated. Most of our facilities are designed and master planned for future expansion and increased animal capacity.



Project Understanding

PROJECT UNDERSTANDING

Quorum understands the challenges the City of Seguin is facing regarding your animal services facility. We understand that the City has approved funding for a needs assessment study and that further services will be based on future funding. We understand that this needs assessment will help the City determine current and future needs at the new facility including space, storage, staff functionality, citizen accessibility, animal care, etc. Quorum has experience with conducting needs assessments, creating visions and building consensus for animal services facilities and has done so for most of our animal service clients.

With public sector animal service facility experience, our team will provide you with proven strategic planning experience and design knowledge for your facility. In addition, Quorum is familiar with, and has assisted other cities with budget planning, fundraising and even created a survey template used to poll citizens, staff and other interested parties regarding needs, services and importance factors for their animal service facilities. Providing you with similar services, as needed, will help you expediently gain solutions to your animal services needs.

Quorum can also provide assistance with any preliminary meetings that may be required with local City officials, council members, animal advisory boards, staff or public interests. Mr. Duman has facilitated numerous presentations to Councils, Commissions and Advisory Boards and has served on Commissions and Boards for the last 20 years. Having an architect present to assist in answering any questions regarding your new facility is quite helpful during planning meetings!

Potential Locations

With the help of local Civil Engineer, Ken Reininger of Bettersworth & Associates, Inc. (Seguin, TX), Quorum will identify and analyze potential building sites and/or existing buildings for renovation. We are prepared to identify a minimum of three (3) potential locations for the new facility. The analysis of the site will include the suitability of the lot size, location, accessibility, availability of utilities, traffic patterns, drainage or environmental issues, etc.

We are currently working with the City of San Marcos in a similar capacity. We have been hired to perform a preliminary conceptual design for the expansion of the San Marcos Regional Animal Shelter, so we are very familiar with that geographical location and the surrounding areas.

Our services with San Marcos include development of a Feasibility Report that includes the current and projected needs of the facility for the next 20-30 years. These projected needs will be presented in a Needs Assessment Report which will address the needs for various users including San Marcos, Hays County, Buda, and Kyle. In addition to the Feasibility Study and the Needs Assessment, Quorum developed a Concept Plan for multiple phases that can be built out in the future for the renovated and expanded San Marcos facility including an adjacent dog park. We have gathered input not only from our experience in the industry but also from over 200 citizen responses to a survey we published and from public presentations.



Proposed Work Plan

Visual Effects

Just as we have done for the City of San Marcos, Quorum will provide the City of Seguin with visual effects showing preliminary layouts including a footprint of the proposed building identifying its location on the proposed site. Examples shown below. The layouts of each proposed site for Seguin can include:

- → Parking Areas for Patrons & Staff
- → Vehicle Accessibility
- → Vehicular flow, pedestrian circulation, and work flows
- Landscaping Concept
- Possible phased development, if necessary
- Expansion opportunities
- Outdoor spaces like Get-to-Know Courtyards, Dog Runs, Dog Parks, etc.
- Concept utility layout









Approach to Design and Project Delivery

We understand that **Programming** is an essential part of this project. Quorum's vast experience in programming and planning various animal shelter projects will help the team coordinate and organize input from the various entities concerned to produce a project design program that will guide the team's efforts into the remaining phases of work. The initial phase of any animal shelter project includes the following:

- → Facilitate meetings with the staff / management to review our understanding of needs & expectations
- Review of existing data such as projections, animal intake, impounds, reclamation, etc.
- → Review of preliminary feasibility studies
- → Facilitate multiple meetings with staff and users, including City Staff and Advisory Board
- → Develop sketches for animal intake, drop off, and adoption flows
- Develop preliminary concept sketches including presentation site plan, and floorplan
- Develop a project design program including space needs matrix and space relationship matrix
- Review functions that take place in each area
- Review unique equipment requirements
- → Review FFE & Storage needs
- Review of capacity to be served in each area
- Review of organizational structure
- Review operational procedures
- Consult with plans examiner for code requirement
- → Discuss EU & medical process & disposal procedures
- Identify public / private / vendor access
- → Identify walk-in freezer size requirements
- → Explore available site options as requested by the City
- Review program document with the City
- Develop preliminary probable costs
- Present the Programming Document to the City







Concept Design

The Concept Design will include reviewing current impound and reclamation rates and various impacts on improving these rates including public awareness, and their effect on design of the new facility. We will also begin to analyze and develop possible phasing scenarios, including possible long term expansion and flexibility. Most of our animal control facilities have been designed for easy expansion and this one will be no different. We anticipate lengthy discussions involving whether or not increasing public awareness and foot traffic in the facility will overcome increased Citu population and animal intake numbers. We will also explore operational procedures and the impact this could have on animal populations at the



facility. Additionally, we can provide comparisons with other similar facilities regarding animal intake numbers versus human population as we have been involved in extensive data collection recently with various municipalities regarding these same issues.

- Meet with Health Department and other authorities having jurisdiction to discuss general design
- Discuss general materials and sanitation / cleaning process
- Discuss and evaluate kennel and cage types available
- Identify and discuss unique areas such as outdoor pens and exotics
- Develop preliminary plans, elevations and sections
- Review appropriate departmental relationship
- Identify vehicular flow, pedestrian circulation, and work flows
- Update preliminary probable construction cost
- → Identification of public accessibility (ADA & TDLR)
- Develop space program conformance matrix



Quorum may also analyze utilization and functional requirements in order to prioritize needs. This analysis would include:

- Data collection on facility usage / projections
 Review of security and access control
- Review current and projected staff
- → Identify acoustical needs
- Identify equipment needs
- → Identify technology needs
- → Environmental Controls

- → Identify lighting options
- Review of furnishings / seating
- Review of current operating procedures
- Review of public / private space usage
- Review of vendor access

Drawings

Included in our visual effects will be drawings related to preliminary floor plans, elevations and building sections. This is typical for us and what we have done for all of our previous animal shelter clients.



Preliminary Opinion of Probable Cost

Developing, controlling and managing construction costs begins with initial design and continues all the way though construction. Quorum's involvement in over 20 animal shelter and welfare facilities in the past allows us to present recent cost information that we have gathered from similar facilities. This is one of the essential steps to implementation of great designs. Our process can be summarized as follows:

- Initial discussion of goals, scope & budget at kick-off meeting
- Cost projections begin with square foot estimate at design
- Quantities and unit costs are developed throughout the design process. These are based not only on RS Means Data (generally accepted as the standard for construction cost estimating), but more specifically from our first hand experience with Animal Shelter facilities constructed with similar materials within the last few years.
- → We supplement this information utilizing knowledge gained from numerous recently bid Animal Shelter facilities. This knowledge is invaluable since construction costs are based upon unique items within this type of facility such as kennels, wash systems, floor materials, etc.
- The project is then bid to General Contractors
- Quorum will help evaluate bids and determine necessary design alternatives (if any) to match the Owner's budget
- Quorum's service includes evaluation and recommendation of contractor pay applications



Project Team Qualifications

Quorum is designed to provide quick, accurate and flexible design services. As previously stated, we have a tremendous amount of animal service facility experience. We have successfully accomplished this because we build our expertise into a dedicated and experienced team that is able to provide multiple design services required by our clients. Those services go beyond normal architectural design as we get to know our clients on a personal level, helping them through daily tasks often with a quick phone call or e-mail. Sometimes it includes significant research as well. We call this role "trusted advisor". We will always have a Principal-in-Charge (PIC) designated and dedicated to the client, and will provide an experienced Project Manager (PM) who will be responsible for all tasks. We operate as a cohesive team and make sure that we are communicating with each other on a constant basis.

The following Organizational Chart outlines the personnel who will be dedicated to your project, starting with your needs assessment:



707 W Vickery Blvd Suite 101 Fort Worth Texas 76104 USA ph 817 738 8095 fx 817 738 9524 + garch.com

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David G. Duman, AIAPrincipal-in-Charge





- San Marcos Regional Animal Shelter
- → North Richland Hills Animal Adoption & Rescue Center
- Greenville Animal Shelter
- Lewisville Animal Shelter
- Murphy Animal Shelter
- Carrollton Animal Shelter
- Wichita Falls Animal Reclaim Facility
- Richardson Animal Shelter
- → Haltom City Animal Shelter Evaluation
- Farmers Branch Animal Adoption Facility
- White Settlement Animal Shelter
- → Tri-City Animal Services & Adoption Center
- Allen Animal Shelter Expansion
- Rockwall Animal Adoption Facility
- Mickory Creek Animal Shelter

Presentations

In 2011, Mr. Duman was one of the invited speakers at Texas Unites where he presented:

Designing Animal Shelters and Adoption Centers



Mr. Duman, who has been a registered architect for over 20 years and is a principal of Quorum Architects, Inc. as well as a trusted advisor within the Animal Control community. He has served as Principal-in-Charge / Project Manager on over 20 animal facility projects which have included program development, master planning, needs assessments and architectural design. These projects range from 4,000 sf to almost 50,000 sf and include large and small, ground-up facilities as well as renovations and expansions to existing animal shelter facilities. With this first-hand experience and knowledge he has developed he is a true asset to any city looking to add or improve upon their animal shelter facility.

Mr. Duman is the primary liaison between the Client, Quorum, the public, and various regulatory agencies. His strengths include building consensus among multiple departments and organizations, through facilitation of multiple meetings. Ultimately, he is responsible for the direction and scheduling of the team as well as keeping the project within the authorized budget. Mr. Duman also assists the clients in developing public awareness for their new facilities.

TX Architectural Registration #14305

Direct Line: 817-546-6315 E-mail: davidd@qarch.com



Kim DowdyProject Manager





- San Marcos Regional Animal Shelter
- Patriot Paws
- Murphy Animal Shelter
- North Richland Hills Animal Adoption & Rescue Center
- → Lewisville Animal Shelter
- Carrollton Animal Shelter
- → Richardson Animal Shelter Addition & Renovation
- → Rockwall Animal Adoption Center & Shelter
- Wichita Falls Animal Reclaim Facility
- → Tri-City Animal Services & Adoption Center
- → White Settlement Animal Shelter
- Haltom City Animal Shelter Evaluation
- Hickory Creek Animal Shelter

Contact Information

Direct Line: 817-546-6325 E-mail: kimd@garch.com



Ms. Dowdy has over 17 years of experience and has developed into an integral part of Quorum Architects, Inc. She has successfully served in the role of Project Manager on a variety of projects since joining Quorum, focusing primarily in the animal control industry.

Some of these complex and challenging projects include the Lewisville Animal Shelter, Rockwall Animal Adoption Facility, North Richland Hills Animal Adoption \bar{a} Rescue Center, Carrollton Animal Shelter, Hickory Creek Animal Shelter, and the Tri-City Animal Services \bar{a} Adoption Center which consisted of three cities working together to open this shared facility. Each city maintains its own animal control staff but contributes equally to the operation costs of the shelter.

Ms. Dowdy has also worked with cities to develop their animal adoption center Feasibility Study and Needs Assessment. She has become an advisor in the Animal Care industry, consulting with clients, vendors, organizations and veterinarians.

As Project Manager, Mrs. Dowdy is responsible for coordinating all communication between all parties involved as well as working with Mr. Duman and other team members to confirm that areas unique to your project are given the necessary detail and attention they deserve.



Ken L. Reininger, P.E., R.P.L.S.

Civil Engineer

Owner / President, Bettersworth & Associates, Inc.





Texas Department of Transportation Contracts including:

- → R.O.W. on F.M. 1117 11 parcels,
- → R.O.W. on F.M. 78 (Loop 539) 9 parcels,
- → R.O.W. on F.M. 78 R.O.W. Swap 3 parcels,
- → R.O.W. on F.M. 1103 (relocated) 3 parcels,
- R.O.W. on S.H. 46 (from I.H. 10 to Mary Blvd.) 63 Parcels, and
- R.O.W. on F.M. 3009 (Guadalupe County) -15 parcels

Contact Information

Phone: (830) 379-5552

E-mail: ken@bettersworthassoc.com



Ken is a 1970 graduate of Texas A & M University holding a degree in Mechanical Engineering. In addition to being a Licensed Professional Engineer and a Registered Professional Land Surveyor, Ken has also been attending various engineering and surveying seminars for continuing education the last thirty-five years.

After graduating from Texas A & M University, Ken was employed by the Texas Highway Department, State Department of Highways and Public Transportation. While there, he prepared right of way maps on F.M. 3191 and F.M. 627 in Karnes County, I.H. 37 in Live Oak County and Spur 351, F.M. 3353, F.M. 3375 and F.M. 1103 (Cibolo By-Pass) in Guadalupe County.

Ken was hired at Bettersworth & Associates in 1979 and purchased the company in 1991. Ken has performed boundary line surveys in numerous south and central Texas counties including Comal, Guadalupe, Hays, Zavala, Bastrop, Karnes, Caldwell, Wilson, Bexar, DeWitt, Gonzales and Goliad Counties.

In addition to the above work, Ken has also conducted countless flood surveys, oil well locations, subdivision/ development layout and major construction stakeouts including Wal-Mart, Eckerds, Super Eight Motel and numerous elementary schools.



Firm History Background

FIRM PROFILE

Founded in 1992, Quorum Architects, Inc. is a versatile and talented, 17 person architectural and interior design firm. We have been in business as Quorum Architects, Inc. for our entire 22 years.

We thrive on our commitment to our clients, excellent design, and the environment. The firm relies on our dynamic and experienced team of architects, interior designers and other professionals to create exciting designs. Our staff consists of five (5) principals who are registered architects, four (4) additional registered architects on staff, four (4) of our registered architects have dual registration as interior designers, five (5) architectural interns, one (1) Associate Interior Designer, and two (2) administrative personnel.

All work is performed at this location or at the client site, if needed. We've also been known to work at consultant's offices, coffee houses or anywhere with a Wi-Fi connection.

Contact Information Principal

David G. Duman
Direct Line: 817-546-6315
E-mail: davidd@qarch.com

Project Manager

Kim Dowdy Direct Line: 817-546-6325 E-mail: kimd@qarch.com

Quorum Architects, Inc. 707 W. Vickery Blvd. Fort Worth, TX 76104 Main Phone Line: 817-738-8095 Fax Number: 817-738-9524



→ We believe every good design starts with the space between the ears, not between the walls.



FIRM PROFILE



SERVICES

→ At Quorum, we start with a deep understanding of how even the smallest details affect the people inside.

Whether we're designing spaces for government entities, retail establishments or medical offices, our philosophy of considering the people first, remains constant. It's this philosophy that anchors our commitment to our clients, to the design and to the environment. This is evident throughout our full range of services, including:

- Architecture / Master Planning
- → Project Management & Interior Design including:
 - Municipal Service Centers
 - → Animal Shelters & Adoption Facilities
 - Public Works Facilities
 - → Needs Assessment
 - Feasibility
 - Programming
 - Design
 - Owner Representative
 - Bidding
 - Construction Contract
 - Construction Administration
 - Sustainable Design
 - Retail

- → Commercial / Office Buildings
- Senior Care Facilities (AL, SNF, MC)
- Assisted Living Consultant Services
- → Medical / Hospitals
- → Healthcare / Retirement
- Governmental
- Manufacturing / Distribution Facilities
- Exposition Centers
- Restaurants
- → Prisons
- Police / Fire Stations
- ADA Evaluations
- → Parks / Recreation



Animal Control & Adoption Center Experience

Our team's extensive animal shelter and welfare facility design experience is evident when you see how many successful projects we have completed, including these listed below:

- → Allen Animal Shelter
 - -- Expansion 2008
- → Burleson Animal Shelter
 - Design
- → Carrollton Animal Shelter & Adoption
 Center
 - -- Design
- → Farmers Branch Animal Adoption
 Center
 - -- Design
- → Greenville Animal Shelter
 - -- Expansion
- → Hickory Creek Animal Shelter
 - -- Design
- → Lake Worth Animal Shelter& Adoption
 Center
 - -- Design
- → Lewisville Animal Shelter & Adoption Center
 - -- Needs Assessment
 - -- Master Plan
 - -- Design
- → Mesquite Animal Shelter
 - -- Design

- Murphy Animal Shelter
 - -- Feasibility Study
 - -- Design
- → North Richland Hills Animal Adoption & Rescue Center
 - -- Design
- Richardson Animal Shelter
 - -- Design
 - Expansion including:
 - Cat Room
 - Dog Get-to-Know Courtyard
 - Work Room / Clinic Conceptual Design
- → Rockwall Animal Adoption Facility
 - -- Design
 - -- Collin County Humane Society Expansion
- → White Settlement Animal Shelter
 - -- Design
- → Tri-City Animal Services & Adoption Center
 - -- Feasibility Study
 - -- Design
- → Wichita Falls Animal Shelter & Adoption Center
 - -- Design



Projects



North Richland Hills Animal Adoption and Rescue Center (AARC) -North Richland Hills, TX

Owner's Representative:

Ms. Jo Ann Stout
Director of Neighborhood Services
6801 Glenview Drive
North Richland Hills, TX 76180
(817) 427-6650
E-mail: jstout@nrhtx.com

Design Start Date:

January 2013

Design End Date:

July 2013

Construction Completed:

Estimated Dec. 2014



his is not your typical Animal Shelter. The City staff requested that Quorum design a state of the art facility that was rustic, warm and inviting for its local residents. They want them to feel at home when they come to visit. In the highly visible Get-To-Know Courtyard they have even asked for porch swings! Adjacent to the Courtyard is a large public plaza which will offer opportunities for adoption events, birthday parties, as well as school and community events. Inside the facility, Quorum will use natural day lighting, music, soothing colors and finishes to ensure a warm and relaxing environment for the animals, staff and visitors.

- → 10,000 Square Feet
- 133 animals plus room for 22 additional dogs with a future expansion project
- → Indoor / Outdoor Get To Know & Courtyard
- → Drive-thru Sally Port w/ Storage
- → Exotic Room

- Puppy Display Window
- Shared Reception Area for Separated Adoption & Owner Surrender
- → Crematorium
- Work Room
- → Break Room w/ Exterior Plaza







CURRENT SITE

PROPOSED SITE AFTER PHASE 3

- → San Marcos Regional Animal Shelter San Marcos, TX
 - Owner's Representative:

Mr. Mark Brinkley

Assistant Director, Community Services

401 E. Hopkins

San Marcos, TX 78666

(512) 393-8440

E-mail: mbrinkley@sanmarcostx.gov

Design Start Date:

November 2013

Design End Date:

Estimated April 2014

Construction Completed:

Unknown at this time

Quorum has been selected to prepare a Preliminary Conceptual Design for the expansion of the San Marcos Regional Animal Shelter. We will help the City identify potential problems, develop a detailed building program, create a preliminary conceptual design, and provide a detailed cost estimate for the expansion and renovation of their current animal shelter.

The Project will consist of the remodel or re-purpose of the current adoption kennels and quarantine kennels, the adoption office, the vet services area, the cat adoption/kennel area, break room, conference room and office spaces. Other areas for consideration include the following:

- → All Interior Rooms
- Conceptual Furniture Layout
- Surgery Area
- Adoption Interaction Areas
- Adoption Counseling Areas
- Sick Animal Ward
- Parking Areas

- Service Buildings
- Reclaim
- → Sally Port
- Quarantine
- → EBI, Animal Control Office(s)
- Special Landscaped Areas
- After Hours Holding





→ We are very pleased and proud of this project. David Duman and his team did an excellent job in planning, designing, and consulting throughout construction on our great facility. -Eric Ferris

City of Lewisville

- → Lewisville Animal Shelter & Adoption Center - Lewisville, TX
 - Owner's Representative:
 Ms. Sherry Harper
 Health & Code Enforcement Manager
 151 W. Church Street
 Lewisville, TX 75029
 (972) 219-3481
 E-mail: sharper@cityoflewisville.com

Design Start Date: January 2010
 Design End Date: January 2011
 Construction Completed: July 2012

ometimes, location is everything. Quorum designed this new 14,000 square foot facility on a site overlooking a large city recreation area including soccer and baseball fields, a lake, skate park and dog park. What better way to bring families into the new Lewisville Animal Shelter and Adoption Center than to locate the building in this area? In a nod to the beautiful surroundings, this facility is filled with natural light and leads you naturally to the animals through presentation of the pets and into large "get to know" courtyard. This is how people and pets get introduced to each other and where pets can interact with its potential new family. For two years, Quorum met with the city to discuss budgets as well as sat in on planning meetings. We were instrumental in helping the city explain the true need for this facility to City Council which led to approving use of the City's reserve funds. This facility is three times larger than their previous animal shelter and the client couldn't be happier!

- → 14,733 Square Feet
- 68 kennels
- Dog socialization areas
- Kennels have indoor/outdoor runs
- Get-to-Know Courtyard with outdoor dog runs, includes 'Field-Turf' grass
- Cat Display houses 24 glass cat cages which look onto the Lobby/Entry
- → Cat Isolation, Cat Quarantine & Cat Hold can house up to 36 cats
- Cat play and "Get to Know" room located off Lobby
- Enclosed Sally Port with Storage
- Sustainable design elements incorporated





Owner's Representative:
 Mr. Lou Franklin
 Wichita Falls County Public Health District
 1700 Third Street
 Wichita Falls, TX 76301
 (940) 761-7805

E-mail: lou.franklin@cwftx.net

→ Wichita Falls Animal Shelter & Adoption Center - Wichita Falls, TX



Design Start Date: April 2009

Design End Date: March 2010

Construction Completed: December 2010

Quorum designed this building to replace antiquated facilities and centralize the services provided by the Public Health Department's Animal Control. This new facility houses a total of 46 kennels with future expansion capability of 18 more. Other interior spaces include Cat Display and Play Areas, Exotics viewing, "Get-to-Know" Room, Surgery Suite, Isolation/Quarantine, Offices, Break Room, and storage. An integral Sally-port provides security of transfer for animals as well as comfort during inclement weather. Interior display spaces include full height Storefront designs for ease of viewing. Outdoor amenities include the "Get-to-Know" Courtyard with "Field-Turf" grass and Livestock holding pens.

- → 12,000 Square Feet
- 46 Kennels with future expansion to total76 dogs
- → Get-to-Know Room
- Exotics Viewing
- Cat Display and Play Areas
- Surgery Suite

- → Isolation / Quarantine
- → Office / Break Room / Storage
- → Sally Port
- "Get-to-Know" Courtyard with "Field-Turf" grass





→ Carrollton Animal Shelter & Adoption Center - Carrollton, TX

Owner's Representative:
 Mr. Carl Shooter
 Animal Services Manager
 2247 Sandy Lake Road
 Carrollton, Texas 75006
 (972) 466-3421
 E-mail: carl.shooter@cityofcarrollton.com

Design Start Date: March 2008
 Design End Date: June 2009
 Construction Completed: June 2010

Quorum Architects successfully incorporated a number of spaces that contributed to the unique features this client requested. The Carrollton Animal Shelter and Adoption Facility wanted to distinguish their facility from traditional animal shelters by placing an emphasis on increasing visitors and their comfort, providing a healthy environment filled with natural daylight for the animals, and ultimately increasing adoptions. Quorum met these desires by including spaces to view the adoptable animals from a quiet, conditioned space, providing areas for interaction with the animals including clean, durable and temperate rooms for housing the animals. Quorum also added a very attractive large outdoor Get-to-Know courtyard, enveloped in stone veneer and wrought iron fence. This 9,000 sf facility was designed to reduce the risk of airborne diseases and provide adequate space for employees to care for the animals. In addition to the beautifully displayed felines in the lobby, one of the first things a visitor will notice is the quiet and relaxed atmosphere inside the facility for the employees, visitors and animals.

- → 9,000 Square Feet
- → Employee Plaza
- → Cat Display Room
- Sally-port
- Indoor Cages
- Get-to-Know Courtyard

- → Get-to-Know Indoor Rooms
- Euthanasia Room with Walk-In Freezer
- → Large Workroom



→ David and the Quorum team did an outstanding job designing our shelter. We liked his work so much that after 10 years, we asked him to design our new addition.

-Dennis Wooten City of Richardson

- → Richardson Animal Shelter -Richardson, TX
 - Owner's Representative:
 Mr. Dennis Wooten, R.S.
 Animal Shelter Supervisor
 PO Box 830309
 Richardson, TX 75083
 (972) 744-4480
 E-mail: dennis.wooten@cor.gov

he Richardson Animal Shelter is an open adoption facility which encourages interaction between its visitors and adoptable pets. With this in mind, Quorum performed the Master Planning/Needs Assessment (1998), Design and Construction Administration (1999), and three expansions (2008, 2010 & 2014) for this client. Quorum designed this facility to incorporate their needs at the time all the while anticipating growth and expansion.

PROJECT DETAILS

- → 6,000 Square Feet Enclosed
- 2,000 Square Feet Covered
- → 66 Kennel Cages
- Indoor / Outdoor Cages

Original Design Start Date: July 1998
 Original Design End Date: June 1999

1st Expansion

Design thru Construction 2008

2nd Expansion

Design thru Construction 2010

3rd Expansion

Design thru Construction
 2014



- Outdoor Holding Pen
- → Incinerator
- → 14' Tall Sound Wall at Property Line
- Paw Prints in Floor and Ceiling



→ David Duman & Kim Dowdy worked diligently to ensure that the identified needs of the animal shelter were kept in the forefront of the design while staying within the allotted budget.

> -Alissa Prelis Former Animal Shelter Manager City of Cedar Hill

- → Tri-City Animal Shelter & Adoption Center Cedar Hill, TX
 - Owner's Representative:

 Ms. Melissa Valadez-Stephens

 Asst. to City Manager

 PO Box 96

 Cedar Hill, TX 75106

 (972) 291-5100 ext. 1030

 E-mail: melissa.valadez@cedarhilltx.com

Design Start Date:
Design End Date:
Construction Completed:

December 2007 July 2008 July 2009

Quorum designed this animal shelter and adoption center to be easily recognizable and memorable. Once you enter through the bright red doghouse, you will find yourself in a state of the art facility with "get to know" rooms connected to an exterior courtyard with field turf, impound kennels for cats and dogs, as well as intake and quarantine areas. The adoptable pets are displayed in a healthy and well-lit environment. The Tri-City Animal Shelter and Adoption Center has truly achieved its mission of "working together as a team to make a positive difference in the lives of people and animals" and we are proud to have done our part.

Carp A

- → 8,400 Square Feet
- Entry feature whimsical red and white 'Dog House'
- 97 Dogs / 60 Cats with Master Plan for 121 dogs
- → Cat Isolation & Cat Intake/Quarantine
- → Cat Play & Get To Know room located off Lobby
- → Large Cat Display – houses 30 glass front built-in stainless steel cages, which looks onto the Lobby/Entry
- Get-to-Know Courtyard with outdoor dog runs, includes 'Field-Turf' grass



→ Quorum has been great to work with and designed our facility to meet our needs. This facility is both functional and aesthetically pleasing!

-Stacy Wright City of Farmers Branch

- → Farmers Branch Animal Adoption Center Farmers Branch, TX
 - Owner's Representative:
 Mr. Stacy Wright
 Director of Environmental Health Services
 13000 William Dodson Parkway
 Farmers Branch, TX 75234
 (972) 919-2539
 E-mail: stacy.wright@farmersbranch.info

Design Start Date: February 2008

Design End Date: June 2008

Construction Completed: May 2009

he Farmers Branch Animal Adoption Center was designed with a "pet shop" appearance in mind. All of the animals are housed in an inviting environment and can be viewed through large glass display windows from the exterior or interior of the building. The building was located to increase both pedestrian and vehicular traffic visibility. Since the new facility opened its doors, the adoption rates have increased significantly. The animal rooms were designed with natural lighting to provide an environment for the animals that gave them a warm, outdoor feel. This radiates throughout the facility making the animals happier and healthier during their stay. Interior 'Get to Know' rooms and an outdoor courtyard allow the prospective pet owners time to become acquainted with their future pets which can be the beginning of a lifelong bond.



- → Over 5,000 Square Feet
- 30 Dog Kennels
- → 6 Adoptable Small Dog / Puppy Kennels
- 8 Stray / Impound Dog Kennels
- → 3 Quarantine Dog & 4 Isolation Dog Kennels
- → One Get to Know room & Exterior Get to Know Courtyard
- 2 Cat Condo Rooms
- 15 Adoptable Cat Cages
- 6 Quarantine & 6 Isolation Cat Cages
- Vet Services



→ Quorum's staff listened to our needs and goals and presented us options as well as offered professional advice and suggestions. We found Quorum's services to be excellent in every way.

> -Brett E. McGuire Lake Worth

- Lake Worth Animal Shelter -Lake Worth, TX
 - Owner's Representative:
 Mr. Brett McGuire
 City Manager
 3805 Adam Grubb
 Lake Worth, TX 76135-3509
 (817) 237-1211

Design Start Date:

Design End Date:

Construction Completed:

April 2009 March 2010 December 2010

Quorum worked alongside the Owner to design a facility to fit within their budget as well as within the adjacent residential community. Noise reduction was a key element that we incorporated to keep the neighbors happy. Quorum also assisted the City in meeting the requirements for housing and adopting animals. It was designed to fit snuggly within the residential area of this quaint community just outside of Fort Worth. Families are able to visit this warm and inviting facility and visit with the dogs in the "Get-to-Know" Courtyard. This allows them to play with the animals and see if they are a good fit for their family in an environment comfortable for the dogs and future family.

- → 41 total animals (17 dogs & 24 cats)
- Outdoor Get-to-Know Courtyard
- Salluport (Enclosed Fence)
- → Get-to-Know Room
- → Office
- Paw Prints in Ceiling







→ The Little Shelter with a Big Heart.
-Website
Town of Hickory Creek

- → Hickory Creek Animal Shelter -Hickory Creek, TX
 - Owner's Representative:
 Mr. Jeffrey McSpedden
 Director of Public Works/Animal Services
 970 Main Street
 Hickory Creek, TX 75065
 (469) 576-5094

E-mail: jeffrey.mcspedden@hickorycreek-tx.gov



Conceptual Design Start Date:
 Conceptual Design End Date:
 Final Design Completion:
 Construction Completion:

May 2008 September 2008 October 2009 July 2010

Quorum performed the Master Planning, Needs Assessment and Design of this 2,700 square foot animal shelter. The newly designed Hickory Creek Animal Adoption Center is a quaint facility that sits within a rural environment. The dogs are able to enjoy the natural day lighting, scenery and fresh air by strolling through the indoor/outdoor runs. Cats also benefit from the day lighting because of the glass wall Quorum designed for their cat room. Families are able to take potential adoptable dogs out to the Get To Know Courtyard to play and visit to see if they will be a compatible family member.

- → 2,700 Square Feet Enclosed
- → 19 kennels for Adoptable, Stray/Isolation & Quarantine dogs
- → Cat Isolation, Cat Quarantine & Work Room
- → Cat Play & Get To Know room located off Lobby
- Cat Display houses 30 glass cat cages, which looks onto the Lobby/Entry
- Get-to-Know Courtyard with outdoor dog runs
- Sustainable design elements





→ David and his team helped eliminate cost and save time. We are very pleased with the results.

> -Jimmy Burnett City of White Settlement

- → White Settlement Animal Shelter -White Settlement, TX
 - Owner's Representative:
 Ms. Linda Ryan
 City Manager
 214 Meadow Park Dr.
 White Settlement, TX 76108
 (817) 246-4971
 E-mail: Iryan@wstx.us

Design Start Date:
 Design End Date:
 Construction Completed:

January 2008 July 2008 April 2009

he City of White Settlement Animal Shelter has a big job – to assure that pets and people live together in safety and harmony – and that ALL pets receive proper care and housing. Quorum helped the city in getting this job done right! We created a Master Plan for the city which addressed their needs and desires for this 4,200 square foot animal shelter. Design and Construction Administration of this much needed and functional facility began in 2008. Important to the city and patrons were design features such as a Get-to-Know Courtyard, indoor kennels, outdoor runs, isolation and quarantine rooms, as well as a work room and a Sally Port.

- → 36 Kennels with room to easily expand to 72 or 108 Kennels
- → Sally-port
- → Get-to-Know Courtyard
- Indoor Kennels / Outdoor Runs
- → Workroom
- → Isolation and Quarantine Rooms





→ Because of David's diligence and the exemplary work performed by Quorum, the City of Rockwall achieved our goal of constructing and operating an exceptional Animal Adoption Center and Shelter.

> -Jeffrey Widmer City of Rockwall

→ Rockwall Animal Adoption Center -Rockwall, TX

Owner's Representative:
 Mr. Jeffrey Widmer
 Director of Building Inspections
 385 S. Goliad
 Rockwall, TX 75087
 (972) 771-7709
 E-mail: jwidmer@rockwall.com

Original Design Start Date:
 Final Design End Date:
 Construction Completed:

February 2004 April 2007 June 2008

he storefront design of this facility is very welcoming, just like your local Pet Shop. Within this animal adoption facility you will find indoor cages with 36 adoptable kennels, including five (5) isolation/quarantine kennels. The Get-to-Know indoor rooms and exterior courtyard are great places for future adoptive parents to meet and play with their potential new family. Quorum designed the Rockwall Animal Adoption Facility with future expansion in mind. (This facility is

currently managed by the Collin County Humane Society while the City still remains in charge of Animal Control. According to the City, this agreement provides an immediate 15% savings for the taxpayers of Rockwall and Heath.)

- Approximately 7,122 Square Feet Enclosed Animal Adoption facility
- → "Get-to-Know" Indoor Rooms and Exterior Courtyard
- Indoor Cages
- → "Pet Shop" Storefront Design
- Currently housing 90 dogs and planning future expansion





→ This job would have been much more difficult and costly had David Duman not been such a dedicated professional.

> -Mike Brewer City of Mesquite

→ Mesquite Animal Shelter - Mesquite, TX

Owner's Representative:
 The staff that Quorum worked with on this project have all since retired.
 PO Box 850137
 Mesquite, TX 75185

Needs Assessment Start Date:
 Needs Assessment End Date:
 Design Start Date:
 Design End Date:
 Construction Completed:

February 2003
April 2003
July 2003
May 2004
November 2005

Quorum performed the Master Planning, Design and Construction Administration of this 11,380 sf animal control facility. The new Shelter and Adoption Center is designed to be a more welcoming place for potential adoptive families and a less frightening place for abandoned, stray and signed-over animals. With 56 indoor kennels, a separate public viewing area, and a Get-to-Know room and exterior courtyard, the public has plenty of time and space to get to know the furry friends at the Mesquite Animal Shelter.

- → 11,380 Square Feet
- → 76 Dogs
- Cat Isolation and Cat Quarantine
- → Separate Public Viewing
- → "Get-to-Know" Room and Exterior Courtyard
- Sally-port





References

REFERENCE DATA SHEET PROVIDE AT LEAST THREE (3) REFERENCES REPRODUCE SHEET AS NECESSARY

PROPOSER:

contracted services that are similar to this solicitation document.
Client: City of Richardson
City: State: Richardson, Texas
Contact Person: Title: Dennis Wooten
Phone Number: 972-744-4480
Project Begin & End Date: 1998 – Ongoing

Provide client name, location, contact person, telephone number and appropriate information on

Services Provided: (Be sure to describe your involvement in the project: principal firm, multi-firm collaboration, sub-consultant, etc.)

Project Budget: \$700,000 original budget; \$120,000 each for 1st & 2nd expansion

Quorum performed the Master Planning/Needs Assessment (1998), Design and Construction Administration (1999), and three expansions for this 8,000 square foot facility. The square footage includes 6,000 square feet of enclosed space and 2,000 square feet of covered space. Key features of this facility include 66 kennel cages (indoor/outdoor), outdoor holding pen, incinerator, and a 14' tall sound wall at property line. One of the decorative items we chose for the interior includes paw prints on the floor and ceiling tiles. It speaks volumes about Quorum's dedication and commitment to quality design and customer service since the City of Richardson has selected us to design all three of their expansions to this facility. These expansions were completed in 2008, 2010, and the third expansion is currently under way.

REFERENCE DATA SHEET PROVIDE AT LEAST THREE (3) REFERENCES REPRODUCE SHEET AS NECESSARY

PROPOSER:

Provide client name, location, contact person, telephone number and appropriate information on contracted services that are similar to this solicitation document.

Client: City of Lewisville
City: State: Lewisville, Texas
Contact Person: Title: Sherry Harper
Phone Number: 972-219-3481
Project Begin & End Date: 2010 - 2012
Project Budget: \$4.5 million

Services Provided: (Be sure to describe your involvement in the project: principal firm, multi-firm collaboration, sub-consultant, etc.)

Quorum designed a spacious, functional and aesthetically pleasing animal adoption facility for the City of Lewisville. Our services on this project began with Programming and Master Planning for this 14,700 square foot shelter and adoption center. The interior materials and colors were carefully selected to enhance the design of the building and create a calm and welcoming atmosphere for the employees, animals and patrons. Warm wood tones fused with airy neutral colors, including a soft green hue, sets the tone for a peaceful space. Unique areas like "Get-to-Know" rooms and indoor / outdoor runs create an atmosphere of playfulness in a controlled environment where patrons are able to meet and interact with the animals.

For two years, Quorum met with the city to discuss budgets as well as sat in on planning meetings. We were instrumental in helping the city explain the true need for this facility to City Council which led to approving use of the City's reserve funds. This facility is three times larger than their previous animal shelter and the client couldn't be happier!

REFERENCE DATA SHEET

PROVIDE AT LEAST THREE (3) REFERENCES REPRODUCE SHEET AS NECESSARY

PROPOSER:

Provide client name, location, contact person, telephone number and appropriate information on contracted services that are similar to this solicitation document.

Client: City of Carrollton
City: State: Carrollton, Texas
Contact Person: Title: Carl Shooter
Phone Number:972-466-3421
Project Begin & End Date: 2008 - 2010
Project Budget: \$2.4 million

Services Provided: (Be sure to describe your involvement in the project: principal firm, multi-firm collaboration, sub-consultant, etc.)

Nestled between McInnish Park and Sandy Lake road, Carrollton Animal Shelter and Adoption Facility is distinguished from traditional animal shelters by placing an emphasis on increasing visitors and their comfort, providing a healthy environment filled with natural daylight for the animals, and ultimately increasing adoptions. Quorum Architects successfully incorporated a number of unique spaces that contribute to these features including viewing the adoptable animals from a quiet, conditioned space, providing various spaces for interaction with the animals including clean, durable, and temperate rooms for housing the animals. In addition, we added a very attractive large outdoor Get-to-Know courtyard, enveloped in stone veneer and wrought iron fence. This 9,000 square foot facility was designed to reduce the risk of airborne diseases and provide adequate space for employees to care for the animals. In addition to the beautifully displayed felines in the lobby, one of the first things a visitor will notice is the quiet and relaxed atmosphere inside the facility for the employees, visitors and animals.

Additional areas of interest are the Employee Plaza, Work room, and Get-to-Know Indoor rooms. It also features indoor cages and a cat display room. Euthanasia room with walk-in freezer and Sally Port complete this well-equipped facility.

REFERENCE DATA SHEET PROVIDE AT LEAST THREE (3) REFERENCES REPRODUCE SHEET AS NECESSARY

PROPOSER:

Provide client name,	ocation, contact person, telephone number and appropriate information on
	nat are similar to this solicitation document.

Client: City of North Richland Hills
City: State: North Richland Hills, Texas
Contact Person: Title: Jo Ann Stout
Phone Number: <u>817-427-6650</u>
Project Begin & End Date: 2013 – 2014 (estimated)
Project Budget: \$3.7 million

Services Provided: (Be sure to describe your involvement in the project: principal firm, multi-firm collaboration, sub-consultant, etc.)

This is not your typical Animal Shelter. The City staff requested that Quorum design a state of the art facility that was rustic, warm and inviting for its local residents. They want them to feel at home when they come to visit. In the highly visible Get-To-Know Courtyard they have even asked for porch swings! Adjacent to the Courtyard is a large public plaza which will offer opportunities for adoption events, birthday parties, as well as school and community events. Inside the facility, Quorum will use natural day lighting, music, soothing colors and finishes to ensure a warm and relaxing environment for the animals, staff and visitors.

Features of the 10,000 square foot facility include room for 133 animals plus room for 22 additional dogs with future expansion plans, drive-thru Sally Port with storage, an exotics room, puppy display window, shared reception area for separated adoption and owner surrender area, crematorium, work room and break room with exterior plaza.

REFERENCE DATA SHEET PROVIDE AT LEAST THREE (3) REFERENCES REPRODUCE SHEET AS NECESSARY

PROPOSER:

contracted services that are similar to this solicitation document.
Client: City of Farmers Branch
City: State: Farmers Branch, Texas
Contact Person: Title: Stacy Wright
Phone Number:972-919-2539
Project Begin & End Date: 2008 – 2009
Project Budget: \$1.8 million

Provide client name, location, contact person, telephone number and appropriate information on

Services Provided: (Be sure to describe your involvement in the project: principal firm, multi-firm collaboration, sub-consultant, etc.)

The Farmers Branch Animal Adoption Center was designed with a "pet shop" appearance in mind. All of the animals are housed in an inviting environment and can be viewed through large glass display windows either from the exterior or interior of the building. The building was located to increase visibility by both pedestrian and vehicular traffic. Since the new facility opened its doors, the adoption rates have increased significantly. The animal rooms were designed with natural lighting to provide an environment for the animals that gave them a warm, outdoor feel. This radiates throughout the facility making the animals happier and healthier during their stay. Interior Get-to-Know rooms and an outdoor courtyard allow the prospective pet owner's time to become acquainted with their future pets which can be the beginning of a lifelong bond.

This almost 5,000 square foot animal adoption facility houses 30 indoor cages with three (3) Quarantine and four (4) Isolation cages. The facility features an enclosed, as well as a drive-thru Sally Port.

Litigation/ Ethics

It's not about the building, It's about the people.

LITIGATION

Quorum Architects, Inc. has been in business since 1992. We have no current / pending litigation or any litigation (settled or disposed) throughout our 22 years in business.

We have had no ethics violations or board actions taken throughout our 22 years in business.

Quorum has had no claims or action taken against the company, or any of its employees, from any regulatory respect to any of our work. For verification, contact:

Texas Board of Architectural Examiners P.O. Box 12337 Austin, TX 78711 Phone: 512-305-9000

Quorum Architects maintains a \$2 million professional liability policy. Quorum does not have any outstanding claims against our firm, and we have never had a claim against us in our history. We have avoided claims, not only by honestly evaluating potential clients, type of projects, our own capabilities, our consultants and our scope of work, but most importantly being actively involved in our projects throughout the duration. We work closely with contractors, being proactive on issues and conflicts. This is extremely important since many issues often arise during construction.

By maintaining our philosophy of a Principals "hands-on" approach, whereby at least one Principal is actively involved in each project from the onset through completion, we maintain a high level of quality and professionalism, minimizing the risk of potential claims.

Quorum boasts a successful track record of having projects bid at or below the client's agreed upon budget or opinion of probable construction cost. In fact, going back at least five years, not one of our municipal projects have been over budget or exceeded our opinion of probable cost.

Two of our recent projects bid 10% - 15% under budget allowing the clients to add back items. We do this by closely monitoring our designs, constantly receiving cost feedback from local contractors, and incorporating contingency allowances and add alternates.



Insurance

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/5/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McLaughlin Brunson Insurance Agency, LLP	CONTACT NAME: Joe A Bryant					
6600 LBJ Freeway	PHONE (A/C, No. Ext): (214) 503-1212 FAX (A/C, No): (214)	503-8899				
Suite 220 Dallas TX 75240	E-MAIL ADDRESS:					
BOTTO CAMBOOT BOTTO CONTROL BOTTO CONTROL CONT	INSURER(S) AFFORDING COVERAGE	NAIC #				
	INSURERA: XL Specialty Insurance Company					
NSURED Quorum Architects, Inc.	INSURER B: Travelers Indemnity Company	25658				
	INSURER C: Charter Oak Fire Insurance Co.					
707 W Vickery Blvd, #101	INSURERD: Travelers Lloyds Ins. Company					
Fort Worth TX 761041197	INSURER E:					
COVERAGE	INSURER F:					

COVERAGES

CERTIFICATE NUMBER: Cert ID 21299

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SLICH POLICIES. HARTS SHOWN MAY HAVE BEEN INSURANCE.

NSR TR		ADDL INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	5	
	X COMMERCIAL GENERAL LIABILITY	Y	y	PACP4331L779	0 (05 (000		EACH OCCURRENCE DAMAGE TO RENTED	\$	2,000,000
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1	OCAMO-MADE IN COOK						MED EXP (Any one person)	\$	10,000
ŀ							PERSONAL & ADV INJURY	\$	2,000,000
ŀ							GENERAL AGGREGATE	\$	4,000,000
-	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	\$	4,000,000
\rightarrow	POLICY X PRO- JECT LOC	-						\$	
- 1	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,000
٦	X ANY AUTO ALL OWNED SCHEDULED	Y	Y	BA4333L109	8/25/2013	8/25/2014	BODILY INJURY (Per person)	\$	
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3	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N		Y	UB5771Y404	4/20/2013	4/20/2014	x WC STATU- TORY LIMITS ER		
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N/A					E.L. EACH ACCIDENT	\$	1,000,000
	(Mandatory in NH) If yes, describe under						E.L. DISEASE - EA EMPLOYEE	\$	1,000,000
_	DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	\$	1,000,000
1	Professional Liability	N	Y	DPR9706711	3/27/2013	3/27/2014	Per Claim	\$	1,000,000
							Annual Aggregate	\$	2,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
The claims made professional liability coverage is the total aggregate limit for all claims presented within the policy period and is subject to a deductible.

CERTIFICATE HOLDER	CANCELLATION
Master Certificate	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Apr A. Beyont

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ACORD 25 (2010/05)

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Conflict of Interest

CONFLICT OF INTEREST QUESTIONNAIRE

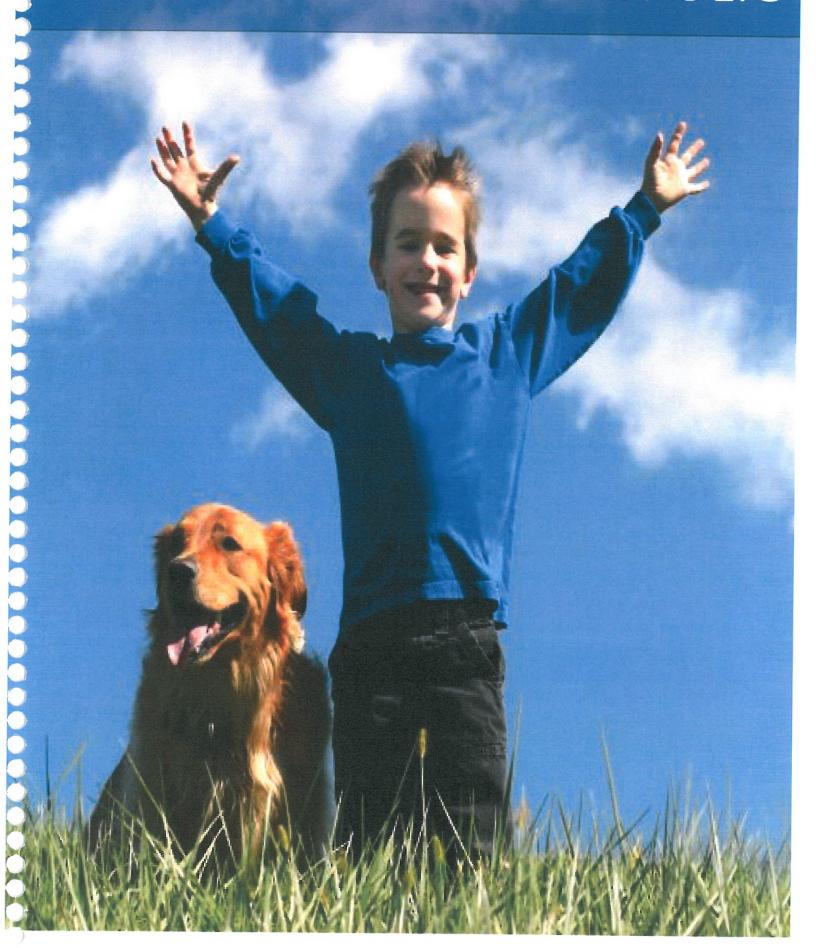
FORM CIQ

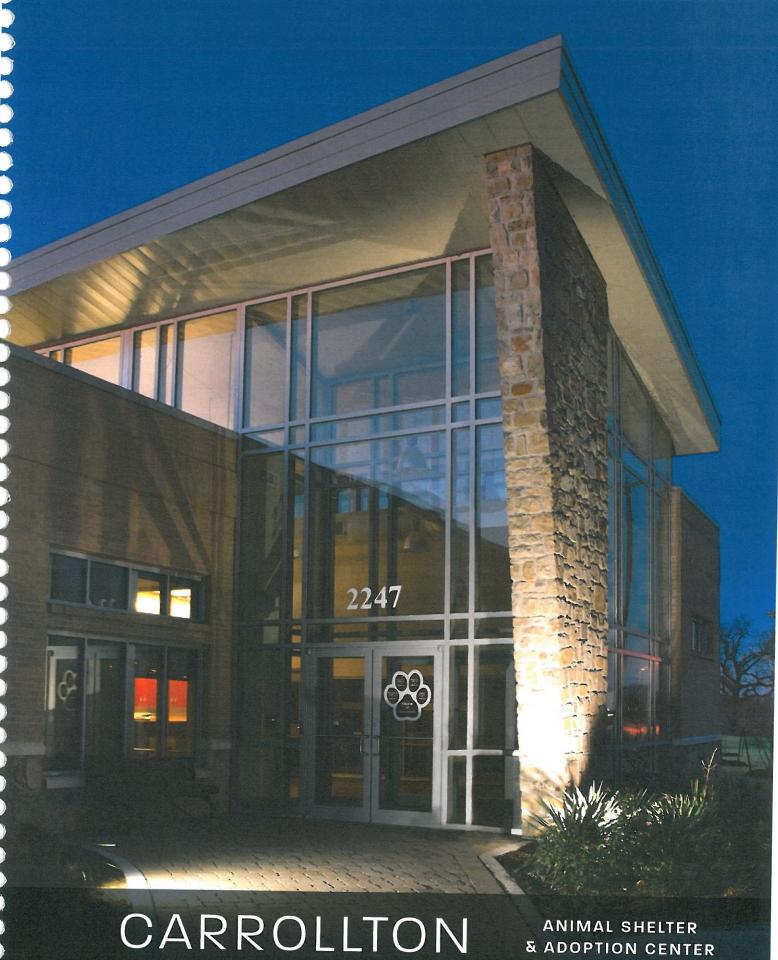
For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.	OFFICE USE ONLY				
This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).	Date Received				
By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.					
A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.					
Name of person who has a business relationship with local governmental entity.					
N/A					
Check this box if you are filing an update to a previously filed questionnaire.					
(The law requires that you file an updated completed questionnaire with the app later than the 7th business day after the date the originally filed questionnaire become	ropriate filing authority not s incomplete or inaccurate.)				
Name of local government officer with whom filer has employment or business relationship					
N/A					
Name of Officer					
This section (item 3 including subparts A, B, C & D) must be completed for each officer employment or other business relationship as defined by Section 176.001(1-a), Local Government of this Form CIQ as necessary.	with whom the filer has an nent Code. Attach additional				
A. Is the local government officer named in this section receiving or likely to receive taxable in income, from the filer of the questionnaire?	come, other than investment				
Yes N/A No					
B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than inves direction of the local government officer named in this section AND the taxable income is governmental entity?	tment income, from or at the not received from the local				
Yes X No					
C. Is the filer of this questionnaire employed by a corporation or other business entity with government officer serves as an officer or director, or holds an ownership of 10 percent or more	respect to which the local e?				
Yes X No					
D. Describe each employment or business relationship with the local government officer name	ed in this section.				
Quorum Architects, Inc. and its officers have no conflict of interest and no business relationship with any local governmental entity or officer in the City of Sequin.					
D. Dman 3.17	14				
Signature of person doing business with the governmental entity Date of person doing business with the governmental entity	e				

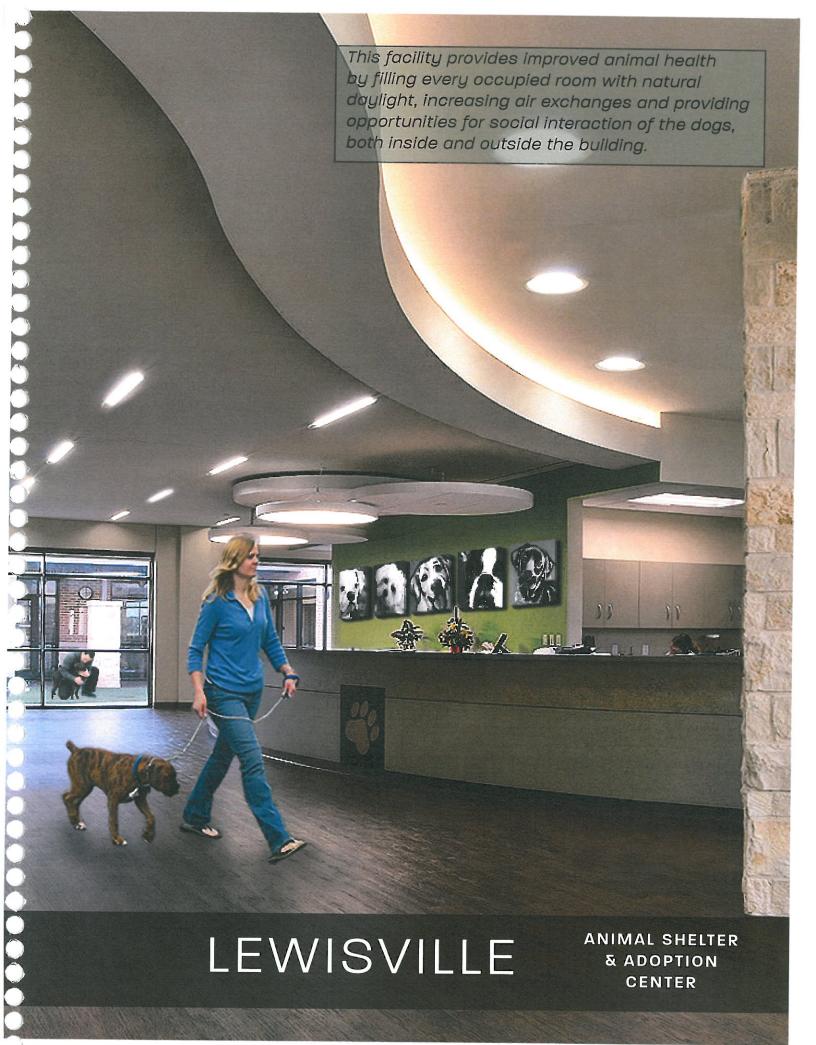
Additional information

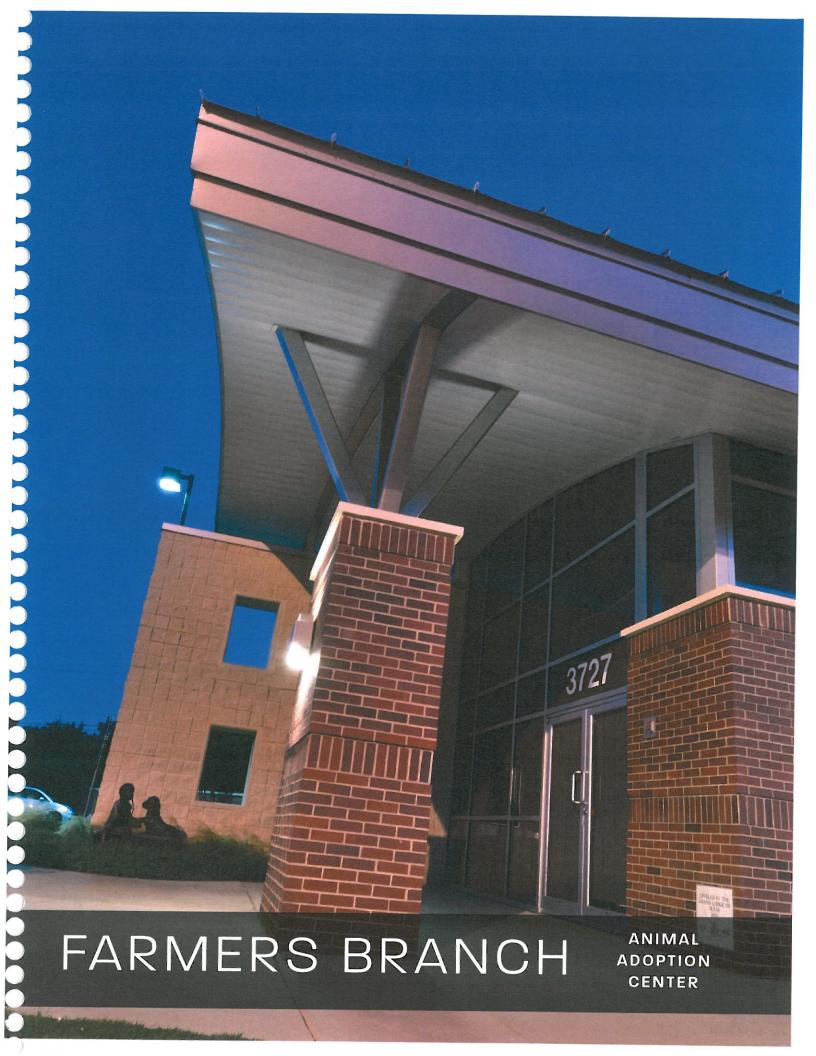
ANIMAL WELFARE PORTFOLIO





& ADOPTION CENTER





"We receive compliments on almost a daily basis on the beauty and animal friendly atmosphere of the facility, and in 2010, we were a Maddy's fund award winner." -Stacy Wright City of Farmers Branch FARMERS BRANCH ANIMAL **ADOPTION** CENTER

TRI-CITY
ANIMAL SHELTER &
ADOPTION CENTER

TRI-CITY

ANIMAL SHELTER

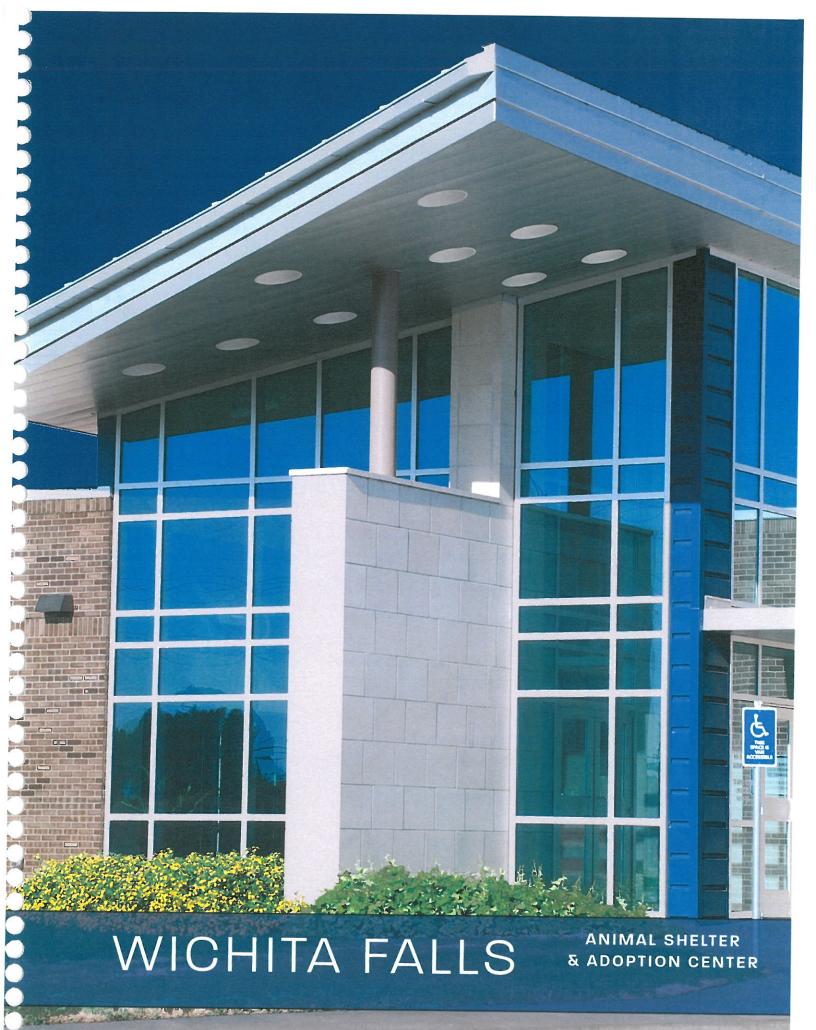
& ADOPTION CENTER

TRI-CITY

ANIMAL SHELTER & ADOPTION CENTER

cats

The Tri-City Animal Shelter & Adoption Center was featured in the presentation, "Designing Animal Shelters & Adoption Facilities" at the Texas Unites for Animals conference.







April 19, 2013

To Whom It May Concern,

I have had the privilege of working with Mr. David Duman and his excellent staff at Quorum Architects, Inc., for several years. In 2008, Mr. Duman's company was hired to perform a Feasibility Study for the City of Lewisville's new Animal Shelter and Adoption Center. The purpose of the study was to help determine the needs for a growing community as it relates to animal care and welfare. The study was also to focus on a more modern facility that would address the lack of adequate housing, as well as help enhance marketing our animals to the public in a new, state of the art facility with modern amenities, while remaining "budget friendly".

Because of his recommendations and expertise, Mr. Duman, and his company Quorum Architects, Inc., was awarded the contract to design the City's new 14, 700 square foot Animal Shelter and Adoption Center. Although the entire process was a large undertaking, the finished product is an outstanding structure in which the entire community and staff can proudly call their own.

You will not only find Mr. Duman and Quorum Architects, Inc., very capable of extraordinary designs, but more importantly, the professionalism toward details, "follow through action", and "customer comes first approach" makes it a pleasant experience.

I have a great deal of confidence that Mr. Duman and Quorum Architects, if selected, would represent your organization as well as he did ours. If you need any additional information, please contact me at (972) 219-3481.

Sincerely,

Sherry Harber

City of Lewisville

Health and Animal Service Manager



City of Cedar Hill
Administration
285 Uptown Boulevard
Building 100
Cedar Hill, Texas 75104
972-291-5100
Fax 972-291-5199

April 19, 2013

The Cities of Cedar Hill, DeSoto and Duncanville contracted with Quorum Architects in 2007, to perform a needs assessment for the regional animal shelter. We had grown out of our building at the time, and it was becoming difficult to properly maintain. The assessment performed by Quorum was innovative and very thorough. At the time, the goal was to determine if it would be cost effective to remodel and expand the current shelter or build a brand new facility.

Quorum presented to the Shelter Expansion Advisory Board, and then to each of the three City Councils multiple options, including drawings and estimated costs for moving forward. It was decided that building new was the best, most cost effective option. David Duman and Kim Dowdy worked diligently with shelter staff and administration to design a shelter that addressed current and future needs of the three communities. Aside from sheer functionality, I felt it was important to have a shelter building that was a source pride the three cities. It needed to be premier, but not extravagant and most importantly, inviting to citizens.

David and Kim handled the bidding process for the building contractor and they worked onsite throughout the entire construction process. And even today, they continue to offer support when needed as building questions/issues come up. Since the opening of the shelter in July, 2009 we have added a Sally Port, covered dog patio and covered employee patio. Due to their professionalism and being equipped with the necessary knowledge, we once again chose Quorum to design and manage these projects.

David and Kim have a wealth of knowledge in the area of animal shelters. Each shelter they build gets better and better. They truly are the leaders when it comes to shelter design, and our three communities could not be more pleased with the work they have performed. I do not hesitate to recommend them to anyone looking to build a well-designed, cost effective and efficient animal shelter. I would like to invite you to tour our shelter and to see the quality of their work for yourself

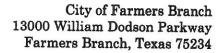
If you have any questions or would like to have a look, please do not hesitate to contact me at 972-291-5100 ext. 1030 / melissa.stephens@cedarhilltx.com or Alissa Prelis, Shelter Manager at 972-291-5335 ext. 1710 / alissa.prelis@cedarhilltx.com.

Sincerely,

Melina A. Stephens Melissa A. Stephens

Assistant City Manager

City of Cedar Hill, Texas





April 17, 2013

To Interested Parties.

Quorum Architects designed the City of Farmers Branch Animal Adoption Center. The facility opened in May 2009 and is located at 3727 Valley View Lane. Mr. David Duman and the staff at Quorum Architects provided excellent services to the City. Our facility is an aesthetically pleasing facility with excellent functionality and we have not had to euthanize an adoptable animal for space in almost 3 years!

Prior to retaining Quorum Architects for the design of our facility, we visited many public animal shelters including several designed by Mr. David Duman. We interviewed staff and other project managers who worked with Mr. Duman. Everyone interviewed had favorable comments regarding Mr. Duman including his expertise in animal shelter design, excellent communication skills, and ability to customize a facility to the needs of his clients within budget limitations.

Quorum Architects worked well with our staff and our construction management services company to build an exceptional, people and pet friendly facility. We receive compliments on almost a daily basis on the beauty and animal friendly atmosphere of the facility. In 2010, we were a Maddie's Fund award winner. An official of the organization conducted a visit to the facility, unknown to anyone, and subsequently awarded a grant based on our exceptional customer service and our animal friendly facility.

If your organization has questions about our facility or our working relationship with Quorum Architects, please feel free to contact me via email at Stacy.Wright@farmersbranch.info or at (972) 919-2539.

Sincerely,

Stacy Wright, MS, RS, REM, MAC, ACO Director of Environmental Health Services

City of Farmers Branch





April 16, 2013

Reference: Quorum Architecture

Dear Sirs;

In September of 2001 the City of Richardson opened the newest Animal Services Center in North Texas. The shelter and service centers were designed from top to bottom by David Duman and his associates at Quorum. It was the first opportunity I had to work with David and his team and I could not have asked for a more creative and cooperative design team.

Throughout the entire project David and his associates kept us informed of key dates. They provided us with numerous options in design, on products used on the interior and exterior giving constant attention to light, color, flow and durability of materials we choose.

The end result continues to be a facility the City of Richardson Animal Services is proud to occupy, promote and remains an asset to this community. Since the original construction David and Quorum have made two additions a canine visitation area and a feline visitation area. Both additions compliment the original design.

David's creative and progressive design of municipal shelters has been recognized by the Texas Animal Shelter Coalition and the Texas Federation of Humane Societies he has been a guest speaker and provided several presentations at the Texas Unites for Animals Lone Star Conference in Austin.

Please feel free to contact me if you have any questions.

Dennis Wooten R.S.

Assistant Director Health-

Animal Services Manager

City of Richardson TX.

Dennis.wooten@cor.gov



Office of the City Manager Brett E. McGuire 3805 Adam Grubb Lake Worth, TX 76135-3509 Phone: 817-237-1211 Fax: 817-237-1333 bmcguire@lakeworthtx.org

September 04, 2012

Re: Quorum Architects, Inc.

To Whom It May Concern:

Over the past four (4) years, the City of Lake Worth has contracted with Quorum Architects, Inc. for several projects. These projects include: a City Multi-Purpose Facility, a new Animal Services building and a remodel project of the City Council chambers and City Hall Administration building.

We have found Quorum's services to be excellent in every way. The professionals at Quorum have worked with our staff in every step of the various projects and have provided a quality product. The Quorum staff listened to our needs and goals and presented options to us; as well as offered professional advice and suggestions. Quorum has played an integral part in the success of our projects.

We have been extremely pleased that we have chosen Quorum to provide architecture services for our City.

Sincerely,

Brett E. McGuire City Manager



May 3, 2013

Quorum ATTN: Mr. David Duman 707 West Vickery Blvd. Suite 101 Fort Worth, TX 76104

Mr. Duman:

I am writing to thank you both for the design of our facility and for the support you have and continue to provide to the City of Carrollton. It is obvious we made the right decision selecting your firm to design our new shelter. Based on the number of Animal Shelters you have designed we were able to avoid many of the challenges other facilities faced with new construction and we continue to benefit from the efficiency gained through your design. We are complimented daily by our customers and receive regular positive feedback from other animal services agencies about the design and features of our new facility. I would strong encourage other agencies to consider your firm for designing a new animal shelter.

Sincerely,

Carl Shooter

Animal Services Manager

City of Carrollton



COUNCIL MEMORANDUM

From:

The Office of the City Manager

Date: 10-8-2012

Subject:

Agenda Item No. F.2

PU 2012-027 Authorize a contract with Quorum Architects for

architectural services for the animal shelter and adoption facility

Presenter: Jimmy Perdue, Director of Public Safety

Summary:

City Council is being asked to authorize the City Manager to execute a professional services contract with Quorum Architects in the amount of \$362,000 for the design / implementation of the new animal shelter and adoption facility.

The approved project includes \$3,400,000 in budget funding (total project cost) for the proposed new animal shelter and adoption facility to be located adjacent to the existing animal shelter at the corner of Dick Fisher Drive South and Iron Horse Blvd.

General Description:

The City issued a request for qualifications (RFQ 07-1338) on 01/18/07 for interested firms to submit their qualifications to design a new animal services facility. A review committee was appointed by the City Manager and they reviewed the five (5) responses received. The committee interviewed two (2) firms in March of 2007 and unanimously selected Quorum Architects to design the future animal shelter. A contract to perform the initial planning and needs assessment phase of the project was executed in June of 2007. This original selection was conducted with the intent of a phased agreement - initial design concepts, and then with identification and confirmation of funding avenues, move forward with the implementation phase and production of construction documents, bidding, and construction administration. This is the juncture we are at today with this contract - implementation.

Quorum was involved in the initial master planning and conceptual work that led to the preferred concept. They have worked with staff who have a rapport, as well as a trust and confidence in their capabilities. North Richland Hills has explored several avenues for moving forward with this project the past several years, at times awaiting other funding sources, and others seeking opportunities to partner with neighboring cities to share costs. Quorum has served as a continued resource during this process to North Richland Hills offering assistance with planning options, budgetary input, etc.

Since the initial selection in 2007, Quorum has only added to their portfolio, regional presence, and subject matter expertise in animal shelters with the addition of the Lewisville, Carrollton, Farmer's Branch, and Cedar Hill Tri-City projects, not to mention

Richardson, White Settlement, Hickory Creek, and Rockwall. If they were clearly the most qualified choice in 2007, they have separated themselves from other market providers even further over the past five years as the top animal shelter expert and obvious choice.

City staff contacted many of the cities where Quorum has completed their work and received high praise from each one contacted. In addition staff reached out to the City Manager's office from many of the cities about the relationship between Quorum and the respective city's leadership team including City Council. As before, the references were stellar, and some of the comments heard from the variety of city staff were:

- outstanding
- they "listen" to staff
- they deliver buildings that "work"
- they understand the "flow" and "process" and "they get how we do it"
- utmost confidence in Quorum
- very hands-on during construction
- they add "value" along the entire process at every stage
- "worked with our tight budget"
- easy to work with
- always looking for state-of-the-art concepts yet stay grounded with "practical solutions that meet budgets"
- we "highly recommend" them
- they stay with you after move-in
- great at exploring "options"
- understand the "people" side of the operations as well as the "animal" side

If there was one benchmark of Quorum's service that everyone highlighted, it was the "value" they add. They have a depth of experience with very tight and limited budgets, and the talent and experience to seek and explore creative ways to leverage and maximize a project program and fully utilize precious funds.

Quorum Architects has completed over twenty (20) animal shelter projects, almost all in the north Texas area with recently opened facilities in Lewisville, Carrollton, and Cedar Hill. They are a Fort Worth firm, one that will be close and responsive to the needs of this project and North Richland Hills. Quorum focuses on municipalities, be it animal shelters or service centers, and the best testament to their quality of service and the delivered facilities is the "repeat" business with cities / clients, many just like Richardson where they are starting their fourth project related to the animal shelter over the past two decades.

Staff has negotiated with Quorum to arrive at a project budget that includes the fee for architectural services. The total contract amount (\$362,000) equals approximately 12% of the current construction budget or 10.6% of the total project budget. After the contract has been executed and the Notice to Proceed is issued by the City, it is anticipated that design services will take approximately 6 – 7 months. Funds from the donations account will be used to pay for these services.

Recommendation:
To authorize the City Manager to execute a professional services contract with Quorum Architects in the amount of \$362,000 for the design / implementation of the new animal shelter and adoption facility.