

**CONTINUING CONTRACT FOR
PROFESSIONAL SERVICES
BETWEEN THE
DEKALB COUNTY BOARD OF EDUCATION
AND**

**Design
Professional:** Collins Cooper Carusi Architects, Inc.

**Design
Professional Address:** 3391 Peachtree Road, Ne, Suite 400
Atlanta, Georgia 30326

Solicitation No.: RFQu No. 24-752-017

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CONTINUING CONTRACT FOR PROFESSIONAL SERVICES

This contract (the "Contract") is made and entered into by and between the DeKalb County Board of Education (the "Owner") and **Collins Cooper Carusi Architects, Inc.**, authorized to do business in the State of Georgia, whose business address is **3391 Peachtree Road, NE, Suite 400, Atlanta, Georgia 30326** (hereinafter referred to as the "DESIGN PROFESSIONAL"). This Contract shall be effective on the date executed by the last party to execute it.

WITNESSETH:

WHEREAS, it is in the best interests of OWNER to be able to obtain professional architectural and **engineering** services expeditiously when a need arises in connection with a study or a partial or entire DeKalb County School District construction project; and

WHEREAS, Board Policy DJE, Section III, makes provisions for contracts for professional services; and

WHEREAS, OWNER has selected DESIGN PROFESSIONAL in accordance with the provisions of Board Policy DJE, and DESIGN PROFESSIONAL will provide professional architectural engineering **services** as directed by OWNER for such projects and tasks as may be required on an as needed basis by OWNER.

NOW, THEREFORE, in consideration of the mutual promises, covenants and agreements stated herein, and for other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Owner and the DESIGN PROFESSIONAL agree:

ARTICLE 1

DESIGN PROFESSIONAL'S RESPONSIBILITIES

- 1.1 From time to time upon request or direction of the OWNER as hereinafter provided, DESIGN PROFESSIONAL shall provide to OWNER professional architectural engineering services (hereinafter the "Services"). All Services to be provided by DESIGN PROFESSIONAL pursuant to this Contract shall be in conformance with the scope of services, which shall be described in a Work Authorization issued pursuant to the procedures described herein. The form of the Work Authorization is set forth in **Exhibit B** attached hereto and incorporated herein by reference. Any proposed deviation from the Services set forth in the Work Authorization must be brought to OWNER'S attention in writing by DESIGN PROFESSIONAL and all such deviations must be expressly approved by OWNER in writing in advance.
 - 1.1.1 All Services must be authorized in writing by OWNER in the form of a Work Authorization, and DESIGN PROFESSIONAL shall not provide any Services to OWNER unless and to the extent they are required in a written Work Authorization. Any Services provided by DESIGN PROFESSIONAL without a written Work Authorization shall be at DESIGN PROFESSIONAL'S own risk and OWNER shall have no liability or responsibility for payment for such Services.
 - 1.1.2 As OWNER identifies certain Services it wishes DESIGN PROFESSIONAL to provide pursuant to the terms of this Contract, OWNER shall request a proposal from DESIGN PROFESSIONAL for such Services, said proposal to be in compliance with the terms

of this Contract and in the form of **Exhibit G** attached hereto and incorporated herein by reference. If the parties reach an agreement with respect to such Services, including, but not limited to the scope of those Services and the compensation to be paid for such Services, then Owner shall prepare a Work Authorization which incorporates the terms of the understanding reached by the parties with respect to such Services, and if both parties are in agreement therewith, they shall jointly execute the Work Authorization. The OWNER's proposal documents for each Project shall be attached hereto as **Exhibit A** and incorporated herein by reference.

- 1.1.3 Upon execution of a Work Authorization as aforesaid, DESIGN PROFESSIONAL agrees to promptly provide the Services required thereby, in accordance with the terms of this Contract, the subject Work Authorization, the Schedule (as defined in Paragraph 3.1 hereof), and all applicable laws, ordinances, rules and regulations.
- 1.1.4 It is mutually understood and agreed that the nature, amount, and frequency of the Services shall be determined solely by OWNER and that OWNER does not represent or guarantee unto DESIGN PROFESSIONAL that any specific or minimum number of Services will be requested or required of DESIGN PROFESSIONAL pursuant to this Contract.
- 1.1.5 DESIGN PROFESSIONAL agrees that upon request of OWNER under this Contract Design Professional will provide bidding assistance and construction contract administration services as needed.
- 1.1.5 DESIGN PROFESSIONAL shall have no authority to act as the agent of OWNER under this Contract or to obligate OWNER in any manner or way. DESIGN PROFESSIONAL is an independent contractor, and neither it nor any of its agents, servants or employees will be an employee or agent of the Owner. Nothing contained in this Contract shall constitute or be deemed or construed to create a partnership or joint venture, or any agency relationship, between OWNER and DESIGN PROFESSIONAL.
- 1.1.6 All duly executed Work Authorizations shall be and are hereby incorporated into and made a part of this Contract by reference.
- 1.2 DESIGN PROFESSIONAL agrees to obtain and maintain throughout the period of this Contract all such licenses and permits as are required for DESIGN PROFESSIONAL to do business in the State of Georgia and in DeKalb County, including, but not limited to, all licenses and permits required by the respective state boards and other governmental agencies responsible for regulating and licensing the professional Services to be provided and performed by DESIGN PROFESSIONAL pursuant to this Contract.
- 1.3 DESIGN PROFESSIONAL agrees that, when the Services to be provided hereunder relate to a professional service which, under the laws of the State of Georgia, requires a license, certificate of authorization or other form of legal entitlement to practice such Services, it shall employ and/or retain only qualified personnel to provide such Services.
- 1.4 DESIGN PROFESSIONAL hereby designates Sandy Cooper as its Principal in Charge (hereinafter referred to as the "Principal in Charge"), who has full authority to bind and obligate DESIGN PROFESSIONAL on all matters arising out of or relating to this Contract. For each Work Authorization, DESIGN PROFESSIONAL will designate in writing an individual to serve as DESIGN PROFESSIONAL'S representative (hereinafter referred to as the "Representative"), who may be the same as the Principal in Charge. The Representative is authorized and responsible to act on behalf of DESIGN PROFESSIONAL with respect to directing, coordinating and administering all aspects of the Services to be provided and performed under the Work Authorization. By execution of this Contract, DESIGN PROFESSIONAL acknowledges that the Principal in Charge and Representative(s)

have full authority to bind and obligate DESIGN PROFESSIONAL on all matters arising out of or relating to this Contract and the Work Authorization, respectively. DESIGN PROFESSIONAL agrees that the Principal in Charge and the Representatives shall devote whatever time is required to satisfactorily and diligently manage the Services to be provided and performed by DESIGN PROFESSIONAL under the Work Authorization. Further, DESIGN PROFESSIONAL agrees that the Principal in Charge and the Representatives shall not be removed by DESIGN PROFESSIONAL without OWNER'S prior approval, and if so removed must be immediately replaced with a person acceptable to OWNER, which approval and acceptance shall not be unreasonably withheld by OWNER.

- 1.5 The DESIGN PROFESSIONAL shall assign only qualified personnel to perform any service concerning the Project (as defined in Paragraph 3.1 hereof). The DESIGN PROFESSIONAL management, design, and construction administration staff assigned to the Project shall have experience in K-12 school design and construction. The Owner shall have the right, but not the obligation, to interview the management, design, and construction administration staff that will be assigned to the Project.
- 1.6 DESIGN PROFESSIONAL agrees that its senior staff, subconsultants and subcontractors who will perform any Services under this Contract are subject to OWNER'S reasonable approval. Attached hereto as **Exhibit C** is a listing of DESIGN PROFESSIONAL'S senior staff, subconsultants and subcontractors who have been assigned to provide the services required under this Contract. None of the senior staff, subconsultants and subcontractors identified in **Exhibit C** shall be removed from a Project by DESIGN PROFESSIONAL without OWNER'S prior approval (such approval not to be unreasonably withheld), and if so removed shall be immediately replaced with a person or firm reasonably acceptable to OWNER. DESIGN PROFESSIONAL further agrees, within fourteen (14) calendar days of receipt of a written request from OWNER, to promptly remove from a Project and replace the Representative, or any other personnel employed or retained by DESIGN PROFESSIONAL, or any subconsultants or subcontractors or any personnel of any such subconsultants or subcontractors engaged by DESIGN PROFESSIONAL to provide and perform any of the Services pursuant to the requirements of this Contract, whom OWNER shall request in writing to be removed, which request may be made by OWNER with or without cause. If DESIGN PROFESSIONAL is required to remove and replace a subconsultant or subcontractor without cause, an equitable adjustment shall be made to the compensation provided for in any Work Authorization to which such subcontractor or subconsultant may have been assigned.
- 1.7 DESIGN PROFESSIONAL represents to OWNER that it has expertise in the type of professional Services that will be required under this Contract. Drawings shall be prepared in electronic AutoCAD 2014 format and a project manual for each Project (the "Project Manual") shall be prepared as an electronic Word 2010 document. By execution of this Contract and each subsequent Work Authorization issued hereafter, if any, DESIGN PROFESSIONAL acknowledges it has received the most recent version of the DCSD 2020 VISION – Educational Specifications and Design Guidelines as of the date of this Contract or such subsequent Work Authorization and will follow, observe and design in accordance with the standards, requirements and conventions set forth therein. DESIGN PROFESSIONAL agrees that all Services to be provided by DESIGN PROFESSIONAL pursuant to this Contract shall be subject to OWNER'S reasonable review and approval and shall be in accordance with all applicable laws, statutes, ordinances, codes, rules, regulations (including utility regulations), local and state fire marshal requirements and the Georgia Department of Education requirements, Georgia Construction Code, as well as the requirements of any governmental agencies which regulate or have jurisdiction over the Project (as defined in Paragraph 3.1 hereof) or the Services to be provided and performed by DESIGN PROFESSIONAL hereunder. In the event of any conflicts in these requirements, DESIGN PROFESSIONAL shall promptly notify OWNER of such conflict in writing and utilize its best professional judgment to resolve the conflict. OWNER'S approval of any design documents in no way relieves DESIGN PROFESSIONAL of its obligation to deliver complete

and accurate documents necessary for successful completion of the subject Project pursuant to the Work Authorization.

- 1.8 DESIGN PROFESSIONAL agrees not to divulge, furnish or make available to any third person, firm or organization, without OWNER'S prior written consent, or unless incident to the proper performance of DESIGN PROFESSIONAL'S obligations hereunder, or in the course of judicial or legislative proceedings where such information has been properly subpoenaed, any non-public information concerning the Services to be rendered by DESIGN PROFESSIONAL hereunder, and DESIGN PROFESSIONAL shall require all of its employees, agents, sub-consultants and subcontractors to comply with the provisions of this paragraph. This paragraph shall survive the expiration or earlier termination of this Contract.
- 1.9 DESIGN PROFESSIONAL acknowledges that OWNER may contract with a construction manager or general contractor who, if retained, shall be responsible for any construction identified in the Work Authorization (hereinafter referred to as "CONSTRUCTION CONTRACTOR"). If a CONSTRUCTION CONTRACTOR is retained, DESIGN PROFESSIONAL agrees to cooperate with CONSTRUCTION CONTRACTOR with respect to CONSTRUCTION CONTRACTOR'S delivery of work and services to OWNER. Also, in such event, DESIGN PROFESSIONAL agrees to incorporate, whenever reasonably practicable and consistent with good design principles, and after OWNER'S written approval, all suggestions or recommendations timely made by CONSTRUCTION CONTRACTOR with respect to any design set forth in the Work Authorization.
- 1.10 DESIGN PROFESSIONAL agrees to comply with all of OWNER's rules and regulations with respect to safety and security at the OWNER's facilities, including OWNER's drug program, as said rules and regulations may be modified and amended by OWNER from time to time. DESIGN PROFESSIONAL further agrees to enforce compliance with such rules and regulations by all of DESIGN PROFESSIONAL's subconsultants and subcontractors.
- 1.11 OWNER may have one or more representatives visit the site of the Project (as defined in Paragraph 3.1 hereof) from time to time, or on a full-time basis, and DESIGN PROFESSIONAL shall not interfere with the functions of said representatives and will cooperate and work with said representatives. No action or failure to act by a representative of OWNER shall relieve DESIGN PROFESSIONAL from any of its duties or obligations hereunder.
- 1.12 DESIGN PROFESSIONAL shall be responsible for obtaining and reviewing all geological reports obtained by OWNER with respect to the Project (as defined in Paragraph 3.1 hereof). DESIGN PROFESSIONAL's design documents shall be consistent and coordinated with the information set forth in all such geological reports. In the event DESIGN PROFESSIONAL has any questions or concerns about the contents of any such reports, DESIGN PROFESSIONAL shall notify OWNER in writing within ten (10) days of DESIGN PROFESSIONAL's receipt of any such geological reports. DESIGN PROFESSIONAL and OWNER will work in good faith to mutually resolve any such questions or concerns.

ARTICLE 2

OWNER'S RESPONSIBILITIES

- 2.1 For each Work Authorization, OWNER shall designate in writing a project coordinator to act as OWNER'S representative with respect to the Services to be rendered under the Work Authorization (hereinafter referred to as the "Project Manager"). The Project Manager shall have authority to transmit instructions, receive information, interpret and define OWNER'S policies and decisions with respect to DESIGN PROFESSIONAL'S Services under the Work Authorization. However, except as may be otherwise expressly authorized in writing by the DeKalb County School District, neither the Project Manager nor any other party is authorized to issue any oral or written orders or instructions to DESIGN PROFESSIONAL that would

have the effect, or be interpreted to have the effect, of modifying or changing in any way whatever the: (1) Services to be provided and performed by DESIGN PROFESSIONAL as set forth in the Work Authorization; (2) the time in which DESIGN PROFESSIONAL is obligated to complete all such Services as set forth in the Work Authorization or in the Schedule (as defined in Paragraph 3.1 hereof) submitted and approved pursuant to this Contract; (3) the amount of compensation OWNER is obligated or committed to pay DESIGN PROFESSIONAL as set forth in the Work Authorization; or (4) the indemnification obligations of DESIGN PROFESSIONAL under the Contract or the Work Authorization. Any additional services (hereinafter the "Additional Services") must be approved in writing in the form of a written and executed amendment to this Contract or applicable Work Authorization prior to starting such Additional Services. OWNER will not be liable or responsible for the costs of Additional Services commenced without its express prior written approval.

- 2.2 Within a reasonable time after request from DESIGN PROFESSIONAL, OWNER shall provide, if available, all criteria and information requested by DESIGN PROFESSIONAL necessary for DESIGN PROFESSIONAL to comply with OWNER'S requirements for the Services specified in the Work Authorization, including design objectives and constraints, space, capacity and performance requirements, flexibility and expendability, and any budgetary limitations, which may affect the Services.
- 2.3 Within a reasonable time after request from DESIGN PROFESSIONAL, OWNER will make available to DESIGN PROFESSIONAL all reasonably available information in OWNER'S possession pertinent to the Services specified in the Work Authorization, including existing drawings, specifications, shop drawings, product literature, previous reports and any other data relative to design or construction set forth in the Work Authorization necessary for DESIGN PROFESSIONAL to comply with Owner's requirements for the Services specified in the Work Authorization.
- 2.4 OWNER shall arrange for access to and make all reasonable provisions for DESIGN PROFESSIONAL to enter the site set forth in the Work Authorization (if any) to perform the Services to be provided by DESIGN PROFESSIONAL under this Contract. DESIGN PROFESSIONAL acknowledges that such access may be provided during times that are not the normal business hours of DESIGN PROFESSIONAL.
- 2.5 OWNER shall provide written notice to DESIGN PROFESSIONAL of any deficiencies or defects discovered by OWNER with respect to the Services to be rendered by DESIGN PROFESSIONAL hereunder.
- 2.6 Wherever the terms of this Contract refer to some action, consent, or approval (excluding approvals of Additional Services or changes to this Contract) to be provided by OWNER or some notice, report or document is to be provided to OWNER, such reference to "OWNER" shall mean OWNER, OWNER'S staff, or OWNER'S designee, including Project Manager, unless otherwise stated.

ARTICLE 3

SCHEDULE

- 3.1 Within ten (10) days of receiving a written Work Authorization from OWNER to perform Services hereunder for a particular project ("Project"), DESIGN PROFESSIONAL agrees to submit to OWNER a computer-generated bar graph time schedule ("Schedule") for the performance of such Services to be provided with respect to the Project. Said Schedule shall be of a form and content satisfactory to OWNER. Services to be rendered by DESIGN PROFESSIONAL shall be commenced, performed and completed in accordance with the

Work Authorization and the Schedule. Time is of the essence with respect to the performance of this Contract, including any and all Projects assigned to DESIGN PROFESSIONAL.

- 3.2 Should DESIGN PROFESSIONAL be obstructed or delayed in the prosecution or completion of its Services as a result of unforeseeable causes beyond the control of DESIGN PROFESSIONAL, including but not restricted to acts of God or of public enemy, acts of government or negligent or intentionally wrongful conduct of OWNER, fires, floods, epidemics, quarantine regulations, strikes or lock-outs, and not due to DESIGN PROFESSIONAL's own fault or neglect, then DESIGN PROFESSIONAL shall notify OWNER in writing within three (3) business days (unless OWNER expressly agrees in writing to a longer period of time) after commencement of such delay, stating the cause or causes thereof and requesting a reasonable extension of time, or be deemed to have waived any right which DESIGN PROFESSIONAL may have had to request a time extension.
- 3.3 Unless otherwise expressly provided for in the Work Authorization, no interruption, interference, inefficiency, suspension or delay in the commencement or progress of DESIGN PROFESSIONAL'S Services from any cause whatsoever, including those for which OWNER may be responsible in whole or in part, shall relieve DESIGN PROFESSIONAL of its duty to perform or give rise to any right to damages or additional compensation from OWNER. DESIGN PROFESSIONAL expressly acknowledges and agrees that it shall receive no damages for delay. DESIGN PROFESSIONAL'S sole remedy, if any, against OWNER will be the right to seek an extension of time to its Schedule; provided, however, the granting of any such time extension shall not be a condition precedent to the aforementioned "No Damage For Delay" provision. This paragraph shall expressly apply to claims for early completion, as well as claims based on late completion. Provided, however, if through no fault and neglect of DESIGN PROFESSIONAL, the Services to be provided hereunder have been delayed for a total of six (6) months or more, DESIGN PROFESSIONAL'S compensation shall be equitably adjusted, with respect to those Services that have not yet been performed, to reflect the incremental increase in costs actually experienced by DESIGN PROFESSIONAL, if any, as a result of such delays.
- 3.4 Should DESIGN PROFESSIONAL fail to commence, provide, perform or complete any of the Services to be provided hereunder in a timely and diligent manner in compliance with this Contract, the Work Authorization and all applicable laws, then, in addition to any other rights or remedies available to OWNER hereunder, OWNER at its sole discretion and option may withhold any and all payments due and owing to DESIGN PROFESSIONAL until such time as DESIGN PROFESSIONAL resumes performance of its obligations hereunder in such a manner so as to establish to OWNER'S satisfaction that DESIGN PROFESSIONAL'S performance is or will shortly be back on schedule and in compliance with this Contract, the Work Authorization and all applicable laws.
- 3.5 Notwithstanding anything herein to the contrary, this Contract may be renewed annually by OWNER at its sole discretion. If OWNER elects not to renew this Contract, it shall send written notice thereof to DESIGN PROFESSIONAL at least ten (10) days prior to the annual anniversary date of this Contract. If OWNER fails to send said written nonrenewal notice as herein provided, OWNER shall be deemed to have elected to renew this Contract. In the event OWNER sends said written nonrenewal notice, OWNER may provide for either the termination or continued performance of any Services under any outstanding Work Authorizations. If OWNER directs DESIGN PROFESSIONAL to continue to perform any such Services, DESIGN PROFESSIONAL shall continue performance of such Services in accordance with OWNER'S directions, and this Contract and the applicable Work Authorization(s) shall continue as to such Services until completion.

ARTICLE 4

COMPENSATION

- 4.1 Compensation and the manner of payment of such compensation by OWNER for Services rendered hereunder by DESIGN PROFESSIONAL shall be as prescribed in each written Work Authorization. DESIGN PROFESSIONAL agrees to furnish to OWNER, within three (3) days after the end of each calendar month, or as specified in the Work Authorization, a comprehensive and itemized statement of charges for the Services performed and rendered by DESIGN PROFESSIONAL during that time period, and for any OWNER authorized Reimbursable Expenses (as hereinbelow defined), incurred and/or paid by DESIGN PROFESSIONAL during that time period. The monthly statement shall be in such form and supported by such documentation as may be required by OWNER. All such statements shall indicate the Contract Number, Work Authorization Number, Purchase Order Number and Project Site description (School or Facility Name).
- 4.2 The compensation (whether based upon lump sum, hourly, hourly with a cap or some other agreed-upon formula) contained in each separate Work Authorization shall be based on the hourly rates as set forth and identified in **Exhibit D**, which is attached hereto and incorporated herein by this reference (the "Rate Schedule"), for the time reasonably expended by DESIGN PROFESSIONAL'S personnel in performing the Services in accordance with the Schedule, the Contract, and the Work Authorization. The Rate Schedule shall be updated by mutual agreement on a yearly basis, in conjunction with the annual renewal of this Contract provided for in paragraph 3.5 above.
- 4.3 OWNER agrees to reimburse DESIGN PROFESSIONAL for all necessary and reasonable Reimbursable Expenses incurred or paid by DESIGN PROFESSIONAL in connection with DESIGN PROFESSIONAL'S performance of the Services, at its direct cost with no markup, to the extent such reimbursement is permitted in the Work Authorization. For the purposes hereof, the term "Reimbursable Expenses " shall be deemed to include the following unless otherwise agreed to by Owner or set forth in the Work Authorization:
- 4.3.1 All necessary fees paid by DESIGN PROFESSIONAL to governmental authorities having jurisdiction over any Project specified in a Work Authorization, for securing required approval or permitting of the Project or any part of it.
- 4.3.2 The actual, direct cost to DESIGN PROFESSIONAL without markup for necessary copying/reproduction of plans and other documents required in connection with any Project specified in the Work Authorization.
- DESIGN PROFESSIONAL shall obtain the prior written approval of OWNER before incurring any expenses other than the aforesaid Reimbursable Expenses , and absent such prior approval, no expenses incurred by DESIGN PROFESSIONAL will be deemed to be a Reimbursable Expense.
- 4.4 DESIGN PROFESSIONAL shall bear and pay all overhead and other expenses, except for the Reimbursable Expenses specified and defined above, incurred by DESIGN PROFESSIONAL in the performance of the Services.
- 4.5 Prior to authorizing DESIGN PROFESSIONAL to provide any Services or to incur any Reimbursable Expenses under a Work Authorization pursuant to this Contract, OWNER shall request that DESIGN PROFESSIONAL in writing advise OWNER of (i) the estimated time required of DESIGN PROFESSIONAL'S personnel and the estimated fees thereof for the proposed Services to be specified in the Work Authorization; and (ii) the estimated charge to OWNER for the Reimbursable Expenses applicable to the contemplated Services to be

performed by DESIGN PROFESSIONAL under the proposed Work Authorization. DESIGN PROFESSIONAL shall promptly supply such estimate to OWNER based on DESIGN PROFESSIONAL'S good faith analysis.

- 4.6 DESIGN PROFESSIONAL agrees that, with respect to any subconsultant or subcontractor to be utilized by DESIGN PROFESSIONAL under any particular Work Authorization, DESIGN PROFESSIONAL shall be limited to a maximum markup of ___% on the fees and expenses associated with such subconsultants and subcontractors.

ARTICLE 5

OWNERSHIP AND LICENSE OF DOCUMENTS AND INTELLECTUAL PROPERTY

- 5.1 The Preliminary Design and the Construction Documents shall become "Instruments of Service" and include all Drawings, Plans, Specifications, and other documents, including those in electronic form, prepared specifically for the subject Project by the DESIGN PROFESSIONAL and its consultants. The DESIGN PROFESSIONAL agrees to, and DESIGN PROFESSIONAL and its consultants shall be deemed to have prepared their respective Instruments of Service as architectural works and works made for hire as defined in 17 U.S.C. §§ 101, 102(a)(8) and 201(b), thereby transferring and vesting in the Owner, pursuant to 17 U.S.C. § 201(d), all common law, statutory, and other reserved rights, including copyrights in the Instruments of Service and in the buildings, improvements, and structures constituting the Project. The Instruments of Service shall include the Space Plan and Design Concept, if any.
- 5.2 DESIGN PROFESSIONAL hereby expressly grants, assigns, transfers, and otherwise quitclaims to the Owner, its successors, and assigns, pursuant to 17 U.S.C. § 201(d), all common law, statutory, and other reserved rights, including copyrights in both the Instruments of Service and in the buildings, improvements, and structures embodying the architectural and engineering works that constitute the Project, provided that the Owner shall comply with all obligations, including prompt payment of all sums, when due, under this Contract. The DESIGN PROFESSIONAL shall obtain similar grants, assignments, transfers, and quitclaims from its consultants consistent with this Contract. The DESIGN PROFESSIONAL warrants (and shall cause each of the DESIGN PROFESSIONAL consultants to warrant also) that this transfer of copyright and other rights is valid against the world.
- 5.3 The DESIGN PROFESSIONAL hereby grants, assigns, transfers, and otherwise quitclaims to the Owner, without reservation, all copyrights to all Project-related documents, models, computer drawings, and other electronic expressions, photographs, and other expression or Instruments of Service produced by the DESIGN PROFESSIONAL. However, the DESIGN PROFESSIONAL will retain all rights to any pre-existing intellectual property or standard construction details or conventions contained in the Instruments of Service.
- 5.4 All licenses granted herein or pursuant to this Contract are worldwide, perpetual and irrevocable and shall continue even in the event this Contract expires or is terminated for any reason. DESIGN PROFESSIONAL hereby consents to any use of any and all Project Documents by any replacement architects, contractors, engineers or other professionals retained by OWNER in the event of any such expiration or termination; provided, however, DESIGN PROFESSIONAL shall not be liable for any of the design work performed by such replacement architects, engineers or other professionals. This paragraph shall survive the expiration or termination of this Contract.
- 5.5 DESIGN PROFESSIONAL, upon reasonable request by OWNER, even if such request is made after termination or expiration of this Contract for any reason, shall take all steps

reasonably required by OWNER to memorialize, perfect, substantiate, record, or evidence all licenses, assignments, and rights OWNER has, is due, or may have under or pursuant to this Contract, and shall do so at no additional charge to OWNER. This paragraph shall survive the expiration or termination of this Contract.

- 5.6 The Owner hereby grants to the DESIGN PROFESSIONAL a nonexclusive license to reproduce such documents for purposes relating directly to the DESIGN PROFESSIONAL's performance of any Project, for the DESIGN PROFESSIONAL's archival records, and for the DESIGN PROFESSIONAL's reproduction of drawings and photographs for the DESIGN PROFESSIONAL's marketing materials provided that the content of those materials, as to each such Project, are approved by the Owner prior to publication. No other Project-related documents may be reproduced for any other purpose without the express written permission of the Owner or unless otherwise required by law. The publication of the DESIGN PROFESSIONAL materials shall not include the Owner's confidential or proprietary information.
- 5.7 DESIGN PROFESSIONAL shall, upon reasonable request by OWNER, even if such request is made after termination or expiration of this Contract for any reason, or upon completion of the Project should no such request be made by the OWNER, provide to OWNER (i) reproducible copies of all Project Documents, (ii) written copies of all licenses and assignments obtained by DESIGN PROFESSIONAL from DESIGN PROFESSIONAL's consultants pursuant to Paragraph 6.1, and (iii) a written license from DESIGN PROFESSIONAL to OWNER pursuant to Paragraph 6.2. Wherever practical, all such copies of the Project Documents shall be provided in both editable electronic form and in hard paper form. DESIGN PROFESSIONAL shall not be responsible for inadvertent errors caused by the electronic transmission of Project Documents, unless it knew or reasonably should have known of such errors and failed to promptly notify OWNER in writing. In the event of any discrepancies between any such electronic copies and hard paper copies issued by DESIGN PROFESSIONAL, the hard paper copy shall control. This paragraph shall survive the expiration or termination of this Contract.

ARTICLE 6

MAINTENANCE OF RECORDS

- 6.1 DESIGN PROFESSIONAL shall keep adequate records and supporting documentation which concern or reflect its Services hereunder. The records and documentation shall be retained by DESIGN PROFESSIONAL for a minimum of three (3) years from the date of termination of this Contract or the date the Services under each Work Authorization are completed, or such longer period of time as may be required by this Contract or applicable law, whichever is later. OWNER, or any duly authorized agents or representatives of OWNER, shall have the right to audit, inspect and copy all such records and documentation as often as they deem necessary during the period of this Contract and during the period noted above in which the records are to be retained; provided, however, such activity shall be conducted only during normal business hours. This paragraph shall survive the expiration or termination of this Contract.
- 6.2 The records specified above in paragraph 6.1 include accurate time records, which DESIGN PROFESSIONAL agrees to keep and maintain, from day to day, showing the time expended by each principal and employee of DESIGN PROFESSIONAL in performing the Services and therein specifying the work performed by each, with all such time records to be kept within one-half of an hour. At the request of OWNER, or as specified in the Work Authorization, DESIGN PROFESSIONAL shall furnish to OWNER any of the aforesaid time records, as well as invoices or proofs showing DESIGN PROFESSIONAL'S incurrence and/or payment of any Reimbursable Expenses.

ARTICLE 7

INDEMNITY

- 7.1 To the fullest extent permitted by law, the DESIGN PROFESSIONAL shall indemnify and hold harmless the OWNER from and against all liability, claims, damage, loss, liens, costs and expenses, including without limitation attorneys' fees and litigation expenses, to the extent caused by or resulting from the negligence, recklessness, or intentionally wrongful conduct of the DESIGN PROFESSIONAL or other persons employed or utilized by the DESIGN PROFESSIONAL in the performance of the Contract. In the event the OWNER is alleged to be liable on account of alleged acts or omissions, or both, of the DESIGN PROFESSIONAL, the DESIGN PROFESSIONAL shall defend such allegations through counsel chosen by the OWNER, and the DESIGN PROFESSIONAL shall bear all costs, fees, and expenses of such defense, including but not limited to, all attorneys' fees and expenses, court costs, expert witness fees and expenses. The DESIGN PROFESSIONAL shall not be required to indemnify or hold harmless the OWNER against claims for damages, losses, or expenses, including attorneys' fees, to the extent caused by or resulting from the negligence of the OWNER.

ARTICLE 8

ERRORS AND OMISSIONS INSURANCE

- 8.1 The DESIGN PROFESSIONAL shall obtain and maintain, at its sole cost and expense, the following errors and omissions insurance at all times this Contract is in effect and for a period of three (3) years after Final Completion of each Project:
- 8.1.1 Within five (5) days after the execution of this Contract the DESIGN PROFESSIONAL shall file with the Owner the certificate from an insurance company authorized to do business in the State of Georgia showing issuance to DESIGN PROFESSIONAL of errors and omissions insurance (professional liability insurance) with minimum limits per claim of 20% of the stated cost limitation set forth in the Work Authorization but not less than the minimum limits of \$2,000,000 per claim coverage, \$2,000,000 aggregate. Such errors and omissions insurance shall have a deductible amount of no more than \$50,000 per claim unless a different deductible amount is (i) agreed upon in writing by the Owner and (ii), if necessary for the benefit of the Owner, approved by the Georgia Department of Education.
- 8.1.2 The insurance policy maintained in accordance with this Contract shall contain an endorsement providing thirty (30) days' notice to the Owner prior to any cancellation of said policy. Said policy shall be written by an insurer acceptable to the Owner and shall be in a form acceptable to the Owner.

ARTICLE 9

OTHER INSURANCE

- 9.1 The Architect shall also obtain and maintain, at its sole cost and expense, all insurance in accordance with the requirements of **Exhibit E** attached hereto and incorporated herein by reference.

ARTICLE 10

SERVICES BY DESIGN PROFESSIONAL'S OWN STAFF

- 10.1 The Services to be performed hereunder shall be performed by the staff, subconsultants and subcontractors identified in **Exhibit C** attached hereto and incorporated herein by reference, unless otherwise authorized in writing by OWNER. The employment of, contract with, or use of the services of any other person or firm by DESIGN PROFESSIONAL, as independent consultant or otherwise, shall be subject to the prior written approval of OWNER. No provision of this Contract shall, however, be construed as constituting an agreement between OWNER and any such other person or firm. Nor shall anything contained herein be deemed to give any such party or any third party any claim or right of action against OWNER.

ARTICLE 11

WAIVER OF CLAIMS

- 11.1 DESIGN PROFESSIONAL'S acceptance of final payment for Services provided under any Work Authorization shall constitute a full waiver of any and all claims by it against OWNER arising out of the Work Authorization or otherwise related to those Services, except those previously made in writing and identified by DESIGN PROFESSIONAL as unsettled at the time of the final payment. DESIGN PROFESSIONAL agrees to execute such lien waivers and other necessary documentation reasonably required by OWNER in order to waive such claims of record. Neither the acceptance of DESIGN PROFESSIONAL'S Services nor payment by OWNER shall be deemed to be a waiver of any of OWNER'S rights against DESIGN PROFESSIONAL.

ARTICLE 12

TERMINATION OR SUSPENSION

- 12.1 This Contract is a "continuing contract" for the services of DESIGN PROFESSIONAL. It is agreed that either party hereto shall at any and all times have the right and option to terminate this Contract by giving to the other party not less than sixty (60) days' prior written notice of such termination. Upon this Contract being so terminated by either party hereto, neither party hereto shall have any further rights or obligations under this Contract subsequent to the date of termination except for those provisions expressly stated to survive the expiration or termination of this Contract, and except that Owner may require that Services specified to be performed under a previously issued Work Authorization shall proceed to completion under the terms of this Contract.
- 12.2 DESIGN PROFESSIONAL shall be considered in material default of this Contract and such default will be considered cause for OWNER to terminate this Contract and any Work Authorizations in effect, in whole or in part, as further set forth herein, for any of the following reasons: (a) failure to begin work under the Contract within the times specified under the Work Authorization(s), or (b) failure to properly and timely perform the Services to be provided hereunder or as directed by OWNER, or (c) the bankruptcy or insolvency or a general assignment for the benefit of creditors by DESIGN PROFESSIONAL or by any of DESIGN PROFESSIONAL'S principals, partners, officers or directors, or (d) failure to obey laws, ordinances, regulations, OWNER's policies and procedures or other codes of conduct, or (e) DESIGN PROFESSIONAL otherwise materially breaches this Contract including the terms of any Work Authorization. OWNER may so terminate this Contract, in whole or in part, by giving DESIGN PROFESSIONAL five (5) business days' written notice.

- 12.3 If, after notice of termination of this Contract as provided for in Paragraph 12.2 above, it is determined for any reason that DESIGN PROFESSIONAL was not in default, or that its default was excusable, or that OWNER otherwise was not entitled to the remedy against DESIGN PROFESSIONAL provided for in Paragraph 12.2, and the parties mutually agree to such determination in writing, then the notice of termination given pursuant to Paragraph 12.2 shall be deemed to be the notice of termination provided for in Paragraph 12.4 below and DESIGN PROFESSIONAL'S remedies against OWNER shall be the same as and limited to those afforded DESIGN PROFESSIONAL under Paragraph 12.4 below.
- 12.4 Notwithstanding anything herein to the contrary (including the provisions of Paragraph 12.1 above), OWNER shall have the right to terminate this Contract and any Work Authorization(s) then in effect, in whole or in part, with or without cause upon five (5) business days' written notice to DESIGN PROFESSIONAL. In the event of such termination for convenience, DESIGN PROFESSIONAL'S recovery against OWNER shall be limited to that portion of DESIGN PROFESSIONAL'S compensation earned through the date of termination, for any Work Authorizations so cancelled, together with any retainage withheld and any costs reasonably incurred by DESIGN PROFESSIONAL that are directly attributable to the termination, but DESIGN PROFESSIONAL shall not be entitled to any other or further recovery against OWNER, including, but not limited to, anticipated fees or profit on Services not required to be performed.
- 12.5 Upon termination, DESIGN PROFESSIONAL shall deliver to OWNER, as set forth in Paragraph 5.1 herein, all papers, records, documents, Auto CADD files, drawings, calculations, models, and other materials in DESIGN PROFESSIONAL'S possession or control arising out of or relating to this Contract.
- 12.6 OWNER shall have the authority to suspend all or any portions of the Services to be provided by DESIGN PROFESSIONAL hereunder upon giving DESIGN PROFESSIONAL two (2) business days' prior written notice of such suspension. If all or any portion of the Services to be rendered hereunder are so suspended, DESIGN PROFESSIONAL'S sole and exclusive remedy shall be to seek an extension of time to its Schedule subject to the procedures set forth in Article 3 herein.

ARTICLE 13

PROHIBITION AGAINST CONTINGENT FEES

- 13.1 The DESIGN PROFESSIONAL by execution of this Contract warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for it, to solicit or secure this Contract and that DESIGN PROFESSIONAL has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for it, any fees, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Contract.

ARTICLE 14

CONFLICT OF INTEREST

- 14.1 DESIGN PROFESSIONAL represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of Services required hereunder. DESIGN PROFESSIONAL further represents that no persons having any such interest shall be employed to perform those Services.

ARTICLE 15

APPLICABLE LAW

- 15.1 This Contract shall be governed and construed under the laws of the State of Georgia. Each and every provision required by law to be inserted in this Contract shall be deemed to be inserted herein and the Contract shall be read and enforced as though it were included herein. DESIGN PROFESSIONAL irrevocably consents to the non-exclusive venue of the courts sitting in the county in which the Project is located regarding any matter arising out of or relating to this Contract.

ARTICLE 16

SUCCESSORS AND ASSIGNS

- 16.1 The Architect shall not assign its rights hereunder, excepting its right to payment, nor shall it delegate any of its duties hereunder without the written consent of the Owner. Subject to the provisions of the immediately preceding sentence, this Contract shall be binding upon each party and its respective successors, assigns and legal representatives.

ARTICLE 17

NO THIRD-PARTY BENEFICIARIES

- 17.1 Nothing contained herein shall create any relationship, contractual or otherwise, with, or any rights in favor of, any third party.

ARTICLE 18

COOPERATION WITH PROGRAM MANAGER AND CONSTRUCTION MANAGER

- 18.1 In the event the Owner gives the DESIGN PROFESSIONAL written notice that Owner will employ the services of a program manager or construction manager, then the terms of this Article 18 shall apply to the services provided by the DESIGN PROFESSIONAL.
- 18.2 In the event the Owner gives the DESIGN PROFESSIONAL written notice that Owner will employ the services of a construction manager, the term "contractor" as used in this Contract shall mean "construction manager" and the term "Construction Contract" as used in this Contract shall mean "Construction Management Contract".
- 18.3 The DESIGN PROFESSIONAL shall fully cooperate with the Owner's program manager ("Program Manager") and, if applicable, the construction manager ("Construction Manager"). Such cooperation shall include, without limitation, providing any requested information to the Program Manager and, if applicable, the Construction Manager, and advising, meeting with, consulting with, and coordinating with the Program Manager and, if applicable, the Construction Manager.
- 18.4 The DESIGN PROFESSIONAL acknowledges that it has received, reviewed, and studied the contract between the Owner and Program Manager. To the extent that the Program Manager is authorized by its contract with Owner to act as the agent of the Owner, DESIGN PROFESSIONAL agrees to comply with all directions and instructions given by the Program Manager. To the extent that the Program Manager is authorized and responsible for providing certain services delegated to the DESIGN PROFESSIONAL hereinabove, the DESIGN PROFESSIONAL's role with reference thereto shall be to advise, consult, and cooperate with the Program Manager in its provisions of such services.

- 18.5 The DESIGN PROFESSIONAL is not a third-party beneficiary of any agreement by and between Owner and the Program Manager or any Construction Manager. It is expressly acknowledged and agreed that DESIGN PROFESSIONAL's duties to Owner are independent of, and are not diminished by, any duties owed to Owner by the Program Manager or any Construction Manager.

ARTICLE 19

ASBESTOS STATEMENT

- 19.1 The DESIGN PROFESSIONAL shall sign and deliver to the Owner the Asbestos Exclusion Certification, attached hereto as **Exhibit F** and incorporated herein by reference, or in such other form as may be required by Owner or the Georgia Department of Education, at such time as the Owner may require.

ARTICLE 20

MANDATORY ADDENDUM TO THE OWNER/DESIGN PROFESSIONAL AGREEMENT

- 20.1 Pursuant to the requirements of the Georgia Department of Education, the "Mandatory Addendum to the Owner/Design Professional Agreement For Projects Funded in Whole or in Part with State Capital Outlay Funds" attached hereto as **Exhibit H** is hereby incorporated herein and made a part hereof to the extent that the DESIGN PROFESSIONAL'S Services are for the design and supervision of a state-funded capital outlay construction project.

ARTICLE 21

ENTIRE AGREEMENT

- 21.1 With the exception of any future Work Authorizations, which are incorporated herein by reference, this Contract constitutes the entire and exclusive agreement between the parties with reference to the Services and supersedes any and all prior communications, discussions, negotiations, understandings, or agreements between the parties, whether oral or written.

ARTICLE 22

MODIFICATION

- 22.1 No modification, amendment, or change to this Contract shall be valid or binding upon the parties unless in writing and executed by both OWNER and the DESIGN PROFESSIONAL.

ARTICLE 23

NOTICES AND ADDRESS OF RECORD

- 23.1 All notices required or permitted pursuant to this Contract to be given by DESIGN PROFESSIONAL to OWNER shall be in writing and shall be delivered by hand or by United States Postal Service, first class registered or certified mail, postage pre-paid, return receipt requested, or by overnight delivery by a nationally recognized carrier such as FedEx or UPS, addressed to the following OWNER'S address of record:

DeKalb County School District Facilities Services
Sam A. Moss Service Center
1780 Montreal Road
Tucker, Georgia 30084
Attention: Chief Operating Officer

- 23.2 All notices required or permitted pursuant to this Contract to be given by OWNER to DESIGN PROFESSIONAL shall be made in writing and shall be delivered by hand or by the United States Postal Service, first class registered or certified mail, postage pre-paid, return receipt requested, or by overnight delivery by a nationally recognized carrier such as FedEx or UPS, addressed to the following DESIGN PROFESSIONAL'S address of record:

**Collins Cooper Carusi Architects Inc.
3391 Peachtree Road, NE, Suite 400
Atlanta, GA 30326**

ATTENTION: Sandy Cooper

- 23.3 Either party may change its address of record by written notice to the other party given in accordance with requirements of this Article.
- 23.4 All notices shall be deemed received, whether or not actually received: i) if by personal delivery, on the date of acceptance or refusal of such delivery, ii) if by registered or certified mail, three (3) business days after deposit with the United States Postal Service, and iii) if by overnight delivery, one (1) business day after deposit with the overnight delivery service.

ARTICLE 24

MISCELLANEOUS

- 24.1 Throughout the performance of its duties under this Contract, the DESIGN PROFESSIONAL shall comply with, and shall provide all services necessary for the Owner to comply with, all laws applicable to the design of the Project or the administration of the Construction Contract (as defined in Paragraph 18 hereof), including without limitation the rules, guidelines, and other requirements of the State of Georgia Environmental Protection Division, the State of Georgia Department of Education and the ordinances and codes of DeKalb County, Georgia and any applicable municipality.
- 24.2 Unless otherwise expressly provided to the contrary in this Contract, the term "day" shall mean calendar day. The term "business day" shall mean all days of the week excluding Saturdays and Sundays and all legal holidays observed by OWNER.
- 24.3 In addition to, and not in limitation of, the DESIGN PROFESSIONAL's other obligations under this Contract, the DESIGN PROFESSIONAL shall, without additional compensation, promptly assist the Owner in resolving any problems arising out of, resulting from or relating to the design of the Project or the materials or equipment specified by the DESIGN PROFESSIONAL or its consultant(s).
- 24.4 Any claim, dispute or other matter in question arising out of or related to this Contract shall be subject to mediation as a condition precedent to the institution of legal or equitable proceedings by either party. If such matter relates to or is the subject of a lien arising out of the DESIGN PROFESSIONAL's services, the DESIGN PROFESSIONAL may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation. The Owner and DESIGN PROFESSIONAL shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Request for mediation shall be filed in writing with the other party to this Contract and with the American Arbitration Association. The request may be made concurrently with the filing of a civil action but, in such event, mediation shall proceed in advance of legal or equitable proceedings, which may be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or a court

order. The parties shall share the responsibility for the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Subject to the express approval of the DeKalb County Board of Education, agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

- 24.5 GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT REQUIREMENTS. DESIGN PROFESSIONAL certifies its compliance with Illegal Immigration Reform and Enforcement Act of 2011 and specifically those provisions codified at O.C.G.A. § 13-10-90, *et seq.* DESIGN PROFESSIONAL warrants that it has registered with and uses the federal work authorization program commonly known as "E-Verify." DESIGN PROFESSIONAL further agrees that if it contracts for the physical performance of Services in satisfaction of this Contract, it will do so only with firms who present an affidavit as required by O.C.G.A. § 13-10-91. Design Professional warrants that it will include a similar provision in all contracts entered into with subcontractors for the physical performance of Services in satisfaction of this Contract. The DESIGN PROFESSIONAL shall sign and deliver to the Owner a Design Professional Affidavit, in the form attached hereto as **Exhibit I** and shall have any subcontractors sign and deliver to the DESIGN PROFESSIONAL a Subcontractor Affidavit in the form attached hereto as **Exhibit J**.
- 24.6 DESIGN PROFESSIONAL acknowledges that pursuant to state law, as well as OWNER's policies, any person listed on the Georgia Violent Sex Offender Registry maintained by the Georgia Bureau of Investigation is prohibited from being within 1,000 feet of the site of any Project. Grantee shall comply with all relevant laws, rules and regulations, including without limitation, the aforementioned state law, in the performance of any activities on the site.
- 24.6 No failure of OWNER to exercise any power given OWNER under this Contract, or to insist upon strict compliance by DESIGN PROFESSIONAL of DESIGN PROFESSIONAL's obligations hereunder, and no custom or practice of the parties at variance with the terms hereof will constitute a waiver of OWNER's right to demand strict compliance with the terms hereof.
- 24.7 OWNER shall be excused from the performance of any of its obligations under this Contract for the period of any delay resulting from any cause beyond its control, including, without limitation, labor disputes, governmental regulations or controls, fires or other casualties, natural disasters, acts of God, or any inability to obtain supplies or other difficulties beyond the reasonable control of OWNER.
- 24.8 If any clause or provision of this Contract is found by a court of competent jurisdiction to be illegal, invalid, or unenforceable, then such terms shall be stricken from the Contract and the unaffected terms and provisions shall remain in full force and effect.
- 24.9 Each covenant, agreement, obligation or other provision of this Contract on DESIGN PROFESSIONAL's part to be performed shall be deemed and construed as independent covenants of DESIGN PROFESSIONAL, not dependent on any other provisions of this Contract.
- 24.10 This Contract may be executed in multiple counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. For purposes of this Contract, any signature transmitted by facsimile or electronically via e-mail shall be considered to have the same legal and binding effect as any original signature.
- 24.11 Each individual executing this Contract on behalf of DESIGN PROFESSIONAL represents and warrants that he or she is duly authorized to execute this Contract on behalf of DESIGN PROFESSIONAL, and that DESIGN PROFESSIONAL has full right and authority to execute and deliver this Contract.

[SIGNATURES ON NEXT PAGE]

OWNER:

DEKALB COUNTY BOARD OF EDUCATION

By: _____
[Signature]

Mr. Dijon DaCosta, Sr., Board Chairperson
[Printed Name, Title]

By: _____
[Signature]

Dr. Devon Q. Horton, Superintendent
[Printed Name, Title]

1701 Mountain Industrial Blvd.

Stone Mountain, Georgia 30083
[Printed Address]

[Date of Execution]

DESIGN PROFESSIONAL:

[Typed Name]

By: _____
[Signature]

[Printed Name, Title]

[Printed Address]

[Date of Execution]

Erick Hofstetter, Chief Operating Officer

EXHIBIT "A"

LIST OF PROPOSAL DOCUMENTS FOR THE PROJECT

RFQu 24-752-017

RFQu 24-752-017 Attachment Package

RFQu 24-752-017 Appendices Package

Addendum No. 1 Dated January 8, 2024

Addendum No. 2 Dated January 12, 2024

Attachments:

A. Professional Architectural and Engineering Services

Revised Appendix B Design Review-Minimum Submittal Requirements (SCL<\$5M)
(11 pages)

B. Professional Architectural and Engineering Services

Revised Appendix C1 DCSD Elementary School Educational Specifications (9 pages)

C. Professional Architectural and Engineering Services

Revised Appendix C2 DCSD Middle School Educational Specifications (9 Pages)

D. Professional Architectural and Engineering Services

Revised Appendix C3 DCSD High School Educational Specifications (8 Pages)

E. Professional Architectural and Engineering Services

Revised Appendix D Design Guidelines (54 Pages)

F. Professional Architectural and Engineering Services Mandatory Pre-Proposal
Conference Meeting Minutes (4 Pages)

G. Professional Architectural and Engineering Services Mandatory Pre-Proposal
Conference Sign-In Sheet (5 Pages)

Addendum No. 3 Dated January 24, 2024

Attachments:

A. Professional Architectural and Engineering Services

RFC No. 1 (2 Pages)

EXHIBIT "B"

WORK AUTHORIZATION FORM

This Work Authorization, dated _____ 20_____, is hereby issued pursuant to that certain Continuing Contract for Professional Services ("Contract"), dated _____ 20_____, between The DeKalb County Board of Education ("Owner") and _____ ("Design Professional").

All terms used herein shall have the same meaning as defined in the Contract unless otherwise noted herein. In consideration of the mutual covenants and agreements set forth below, Owner and Design Professional agree as follows:

PROJECT NAME AND NUMBER

Owner is undergoing a project for the _____ ***[describe project]*** known as _____ ***[school or facility name/project name]*** and having project number _____ ***[project number, if applicable]*** (hereinafter, the "Project").

SCOPE OF SERVICES

Owner hereby authorizes Design Professional to provide the following Services for the Project:

SCHEDULE

The Services under this Work Authorization shall commence by _____ and shall be completed by _____. A detailed Services schedule is attached.

COMPENSATION

The compensation for the Services under this Work Authorization shall be as follows:

EXHIBIT "C"

STAFFING SCHEDULE

<u>Name</u>	<u>Function</u>
Sandy Cooper	Principal-in-Charge
Brett Norton	Project Manager I
Ken Leach	Project Manager II
Dawn Franklin	Project Architect
Marisa Lopez	Emerging Professional
Fiona Grandowski	Principal Interiors
Civil and Landscape	Breedlove Land Planning
Structural Engineering	Shear Structural
M/P/FP	Matheson-Ball
Electrical	Bolden-Williams
Food Service	Camacho Associates, Inc.
Cost Estimating	ADE Construction

EXHIBIT “D”

RATE SCHEDULE

ATTACHMENT C: DESIGN PROFESSIONAL RATE SCHEDULE

Project Name: **Professional Architectural/Engineering Services**

RFQu No: 24-752-017

Project No: N/A

RFQu Date: **December 14, 2023**

Page 1 of 5

DeKalb County Board of Education
Sam A. Moss Service Center
1780 Montreal Road
Tucker, Georgia 30084

In compliance with DCSD’s Request for Qualifications, the undersigned Architect,

Collins Cooper Carusi Architects, Inc.

[legal name of Architect]

3391 Peachtree Road, NE, Suite 400

Atlanta, GA 30326

[address of Architect]

404.873.0001

[telephone number of Architect]

scooper@collinscoopercarusi.com

[email address of Architect]

having carefully examined the site of the Project and the Owner’s Criteria, and having carefully examined the proposed Continuing Contract Form for Professional Services between the DeKalb County Board of Education and the Architect; (Appendix I and the Owner’s standard forms and other documents included in the Request for Qualifications and any Addenda thereto for **DCSD Project Nos. N/A Architectural/Engineering Services** proposes and agrees, if this proposal is accepted, to enter into a contract with the Owner in the exact form provided in the Request for Qualifications and to perform the Design Services and Work in conformance with the Contract Documents, in the time stated therein, for the Contract Price set forth below, and submits the following proposed compensations and fees and other matters set forth below:

- a. Please provide the hourly rates as required in Section 4.2. of the Agreement (Appendix I) in the following manner are indicated below. (These hourly rates will be added to the contract as Exhibit D for this project):

Title/Position	Hourly Rate
Principal:	\$ <u>210</u> per hour
Director:	\$ <u>155</u> per hour
Sr. Project Architect/Project Manager:	\$ <u>110</u> per hour
Project Architect:	\$ <u>110</u> per hour
Project Manager:	\$ <u>110</u> per hour
Project Coordinator:	\$ <u>100</u> per hour
Interior Designer:	\$ <u>110</u> per hour
Project Captain:	\$ <u>90</u> per hour
Technical Staff:	\$ <u>110</u> per hour
Contract Administrator:	\$ <u>85</u> per hour
Clerical:	\$ <u>50</u> per hour

Project Name: **Professional Architectural/Engineering Services**

RFQu No: 24-752-017

Project No: N/A

RFQu Date: **December 14, 2023**

Page 2 of 5

Estimator:	\$ <u>85</u> per hour
Scheduler:	\$ <u>90</u> per hour
Designer:	\$ <u>85</u> per hour
CADD:	\$ <u>65</u> per hour
Civil Engineer	\$ <u>175</u> per hour
Junior Civil Engineer	\$ <u>140</u> per hour
Civil Draftsman	\$ <u>110</u> per hour
Structural Engineer	\$ <u>195</u> per hour
Junior Structural Engineer	\$ <u>155</u> per hour
Structural Draftsman	\$ <u>135</u> per hour
Mechanical Engineer	\$ <u>190</u> per hour
Junior Mechanical Engineer	\$ <u>150</u> per hour
Mechanical Draftsman	\$ <u>125</u> per hour
Electrical Engineer	\$ <u>140</u> per hour
Junior Electrical Engineer	\$ <u>120</u> per hour
Electrical Draftsman	\$ <u>90</u> per hour
Fire Protection Engineer	\$ <u>115</u> per hour
Junior Fire Protection Engineer	\$ <u>90</u> per hour
Fire Protection Draftsman	\$ <u>105</u> per hour
FF&E Coordinator	\$ <u>80</u> per hour
Others as appropriate	\$ _____ per hour

- b. Please provide a list of Design Professional's senior staff, subconsultants and subcontractors who will be assigned to provide the services required under this contract. This list will be included as Exhibit C in the contract.

<u>NAME</u>	<u>FUNCTION</u>
<u>Sandy Cooper</u>	<u>CCCA I Principal-in-Charge</u>
<u>Brett Norton</u>	<u>CCCA I Project Manager I</u>
<u>Ken Leach</u>	<u>CCCA I Project Manager II</u>
<u>Dawn Franklin</u>	<u>CCCA I Project Architect</u>
<u>Marisa Lopez</u>	<u>CCCA I Emerging Professional</u>
<u>Fiona Grandowski</u>	<u>CCCA I Principal I Interiors</u>
<u> </u>	<u> </u>
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Project Name: **Professional Architectural/Engineering Services**

RFQu No: 24-752-017

Project No: **N/A**

RFQu Date: **December 14, 2023**

Page 3 of 5

Civil: Breedlove Land Planning: J. Matthew Tanner & Gary Caraway

Structural: Shear Structural: Holly Jeffreys

Mechanical: Matheson Ball (M/P/FP): Greg Cox; E. Scott Brown

Plumbing: Matheson Ball (M/P/FP): Greg Cox; E. Scott Brown

Electrical: Bolden Williams (E): Ronald Bolden; Jeffrey B. Williams

Kitchen Consultant: Camacho Food Service: James Camacho

Cost Consulting: ADE Construction Consulting: Dan Ergle

- c. The undersigned Architect hereby acknowledges receipt of the following Addenda:
[insert the number and date of each Addendum; if none, insert "None"]
Addendum #1, 01 January 2024; Addendum #2, 12 January 2024
Addendum #3, 24 January 2024
- d. The Architect understands that the Owner reserves the right to reject any or all Proposals, and to waive any technicalities or informalities.
- e. The Architect agrees that this Proposal may not be withdrawn for a period of one hundred and twenty (120) calendar days after the date and time fixed for receiving said Proposals.
- f. The undersigned Architect agrees that if it is notified in writing by mail, telegraph, facsimile or hand-delivery of the acceptance of this Proposal, via Notice of Award or otherwise, within ninety (90) calendar days after the date and time fixed for receiving said Proposals, the undersigned Architect will execute, within five (35 business days of the date of the notice, a contract for the Design Services and the Work in accordance with the Request for Qualifications in the exact form provided therein for the Contract Price as agreed upon by the Owner and Architect.
- g. The undersigned Architect agrees to commence the Design Services under the Owner's form of contract after its receipt of a written Work Authorization from the Owner.

By submission of the Proposal, Architect represents and warrants that:

- (1) Architect has read and understands the Proposal Documents and the Proposal is made in accordance therewith;
- (2) Architect has read and understands the bidding or proposal documents or contract documents for other portions of the Project, if any, being bid or offered concurrently or presently under construction, to the extent that such documentation relates to the Design Services or the Work for which the Proposal is submitted;
- (3) the Proposal is based upon furnishing all of the Design Services and the Work, and other things required by the Proposal Documents; and
- (4) all facts stated in the Proposal are true and correct.

Project Name: **Professional Architectural/Engineering Services**

RFQu No: **24-752-017**

Project No: **N/A**

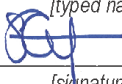
RFQu Date: **December 14, 2023**

Page 4 of 5

By submission of this Proposal, the Architect certifies that this Proposal has been derived independently, without consultation, communication or agreement as to any matter relating to this Proposal with any other Architect or with any competitor. The Architect hereby certifies that this Proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a proposal for the same Project and is in all respects fair and without collusion or fraud. The Architect agrees to abide by all conditions of the Request for Proposal.

Respectfully submitted,

Collins Cooper Carusi Architects, Inc.

[typed name of Architect]
By:  _____ [seal]
[signature]

Samuel R. Cooper, AIA | Principal

[typed name and title]
3391 Peachtree Road, NE, Suite 400, Atlanta, GA 30326

[address of Architect]

(_____) **404.873.0001**

[business telephone number]

01 February 2024

[date of execution]

[If the Architect is a joint venture, utilize the following page of this proposal form for signatures.]

Project Name: **Professional Architectural/Engineering Services**

RFQu No: 24-752-017

Project No: N/A

RFQu Date: **December 14, 2023**

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(For Joint Venture Proposals)

By submission of this Proposal, the Architect certifies that this Proposal has been derived independently, without consultation, communication or agreement as to any matter relating to this Proposal with any other Architect or with any competitor. The Architect hereby certifies that this Proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a proposal for the same Project and is in all respects fair and without collusion or fraud. The Architect agrees to abide by all conditions of the Request for Proposal.

Respectfully submitted **NOT APPLICABLE** _____
[typed name of Joint Venture]

By: _____
[typed name of Joint Venture partner]

By: _____ [seal]
[signature]

[typed name and title]

[address of Joint Venture partner]

(_____) _____
[business telephone number]

[date of execution]

By: _____
[typed name of Joint Venture partner]

By: _____ [seal]
[signature]

[typed name and title]

[address of Joint Venture partner]

(_____) _____
[business telephone number]

[date of execution]

EXHIBIT "E"

OTHER INSURANCE

1.1 The DESIGN PROFESSIONAL shall maintain the following other insurance at all times this Contract is in effect and for a period of six (6) years after Final Completion of the Project. The DESIGN PROFESSIONAL shall secure the following insurance at his own expense and shall file Certificates of Insurance with the Owner within five (5) days after the execution of this Contract. Insurance will not be acceptable unless written by a Company licensed by the State Insurance Department to do business in Georgia at the time the policy is issued and the company must in addition be acceptable to the Owner.

1.1.1 Workmen's Compensation and Employer's Liability to statutory limits.

1.1.2 Comprehensive Commercial General Liability ("CGL") including Owner's & Contractor's Protective with the following limits;

- (a) General Aggregate: \$2,000,000, which shall apply on a per-project basis;
- (b) Products and Completed Operations Aggregate: \$1,000,000;
- (c) Personal & Advertising Injury: \$1,000,000;
- (d) Each Occurrence: \$1,000,000;
- (e) Fire Damage (Any one fire): \$50,000; and,
- (f) Medical Expense (Any one person): \$5,000.

1.1.3 Automobile Liability (owned, non-owned, hired) with combined single limit of \$2,000,000 annual aggregate, \$1,000,000 per occurrence.

1.1.4 Professional Liability (Errors and Omissions); as per Article 8 of the Contract.

1.1.5 Excess/Umbrella Liability Insurance with limits of at least \$5,000,000 per occurrence and in the aggregate which shall provide excess coverage above all insurance described in this Section 1.1.

1.1.6 The Owner and the DESIGN PROFESSIONAL waive all rights against (1) each other and any of their subcontractors, subconsultants, agents and employees, each of the other, and (2) the Contractor, the Contractor subcontractors, if any, and any of their subcontractors, sub-contractors, agents and employees, for damages caused by fire or other causes of loss to the extent fully covered by property insurance obtained pursuant to Paragraph 1.1.2(e) above or other property insurance applicable to the Project, except such rights as they have to proceeds of such insurance held by the DESIGN PROFESSIONAL as fiduciary.

1.2 The Owner and DeKalb County School District shall be included as additional insured on the coverages specified in subparagraphs 1.1.2, 1.1.3 and 1.1.5 and shall be indicated as such on certificates of insurance required herein.

1.2.1 With respect to CGL Insurance only, all CGL insurance policies shall contain additional insured endorsements forms CG 20 10 11 85, CG 20 10 10 01, CG 20 37 10 01, or their substantial equivalents, so that the policies provide additional insured coverage for (a) both ongoing and completed operations; and (b) liability "arising out of" DESIGN PROFESSIONAL's work.

1.2.2 Each certificate shall contain a provision that coverages afforded under the policies will not be canceled, changed or allowed to expire until thirty (30) days after the Owner has received written notice evidenced by return receipt of registered letter.

1.2.3 Each primary and excess/umbrella CGL and Automobile Liability insurance policy required to be maintained by the DESIGN PROFESSIONAL and any of its subcontractors or subconsultants shall be primary to and non-contributory with any insurance carried by the Owner and DeKalb County School District, such that no primary, excess or umbrella insurance carried by the Owner or DeKalb County School District shall be required to respond to any claim, suit or demand, if at all, until all applicable primary and excess/umbrella CGL and Automobile Liability insurance policies maintained by the DESIGN PROFESSIONAL and any of its subcontractors and subconsultants have been exhausted.

1.2.4 The primary, excess/umbrella CGL and Automobile Liability insurance policies maintained by the DESIGN PROFESSIONAL and any of its subcontractors or subconsultants shall not contain any insured vs. insured, cross-liability or cross-claim exclusion or endorsement barring coverage for any claims by the Owner or DeKalb County School District against the DESIGN PROFESSIONAL or any other insured under said policies.

1.3 In the event that the DESIGN PROFESSIONAL elects to retain subcontractors or subconsultants and the Owner approves said retention, the DESIGN PROFESSIONAL shall require all such subcontractors and subconsultants to comply with the insurance and notice requirements of this **Exhibit E**, including but not limited to (a) maintaining the types and amounts of insurance described in this **Exhibit E**; and (b) having the DeKalb County Board of Education and DeKalb County School District named as additional insureds on all such insurance pursuant to Paragraph 1.2 of this **Exhibit E**. The DESIGN PROFESSIONAL assumes all liability for its subcontractors' and subconsultants' failure to comply with insurance provisions of this **Exhibit E**.

EXHIBIT "F"

**ASBESTOS EXCLUSION CERTIFICATION FORM
(NEW CONSTRUCTION & ADDITIONS ONLY)**

In compliance with Asbestos Hazard Emergency Response Act (AHERA) Part 763 "Asbestos", Subpart E "Asbestos-Containing Materials in Schools", Section 763.99 "Exclusions" paragraph (a) (7), I _____, the Design Professional
(Design Professional)

of record for _____, _____
(Project Name) (Substantial Completion Date)

located in DeKalb County School District, _____ (the "Project")
(School System Name) (State Project Number)

certify that ***[initial one of the following]:***

(i) to my actual knowledge, no Asbestos Containing Building Material (ACBM) was specified as a building material in any construction document for the Project. ***[initial if applicable]:*** _____

or

(ii) to the best of my knowledge, no ACBM was used as a building material on the Project. ***[initial if applicable]:*** _____

(Architectural or Engineering Firm)

(Signature of Architect or Engineer)

(Date)

(Georgia Architectural or Engineering License Number)

(Seal and Signature)

EXHIBIT "G"

DESIGN PROFESSIONAL PROPOSAL



**COMPREHENSIVE
HIGH-PERFORMING**

**REQUEST FOR QUALIFICATIONS
PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES**

RFQ NUMBER: 24-752-017

**DEKALB COUNTY SCHOOL DISTRICT
PROFESSIONAL A/E SERVICES**

01 FEBRUARY 2024

4.1

LETTER OF INTRODUCTION



1 February 2024

Ms. Belinda Quillet | Senior Procurement Manager
Ms. Angela Arlene-Myrick | Procurement Manager
DeKalb County School District
Sam A. Moss Service Center
1780 Montreal Road
Tucker, GA 30084

**RE: Professional A/E Services Design Services for Continuing Contract for A/E
RFQu No. 24-752-017 | DeKalb County School District**

Dear Mrs. Quillet and Mrs. Arlene-Myrick:

We are pleased to submit our qualifications to perform A/E Design Services for the **DeKalb County School District**.

For 37 years, we have designed public and private K-12 projects. We, and our team of consultants, are fluent working with public school systems and municipal authorities having jurisdiction, including Dekalb County. Our team is knowledgeable and proficient with applicable codes, rules and regulations, and how to interpret and apply them. We are aware that many schools are in need of renovations. On average, **fifty (50%) percent of our work involves renovations** ranging from minimal changes to wholesale replacements and upgrades.

We have **dedicated our careers to improving building conditions that enhance teaching and learning environments** within the southeast, primarily in Metro Atlanta. We have **developed an expertise designing elementary, middle and high school academic environments**, and look forward to demonstrating our **commitment to this Mission** with DCSD. It remains our objective to **earn your trust**.

As you review our credentials, we thank you for your consideration.

Sincerely,

COLLINS COOPER CARUSI ARCHITECTS, INC.

Samuel R. Cooper, AIA
Principal

scooper@collinscoopercarusi.com
o: 404.873.0001
m: 404.550.3582

PRINCIPALS
SAMUEL R. COOPER, AIA
JEFFREY P. JULIANO, AIA
ERIC D. RICHARDSON, AIA
FIONA J. GRANDOWSKI, AIA

ASSOCIATE PRINCIPALS
DANIEL R. BERMAN, AIA
E. LOUISE HYDE LABUS, ASID
CHENG-LI WANG

SENIOR ASSOCIATES
DAVID FAIRLEY, AIA
BRETT T. NORTON

ASSOCIATES
DAWN FRANKLIN
KENNETH W. LEACH, AIA
ANTONIA PORTER
CHRISTOPHER A. SANDLIN
STACEY LUCAS, AIA
SHIN-FU CHEN

MAIN OFFICE:
3391 PEACHTREE RD, NE
SUITE 400
ATLANTA, GA 30326
o: 404.873.0001 | f: 404.869.1934

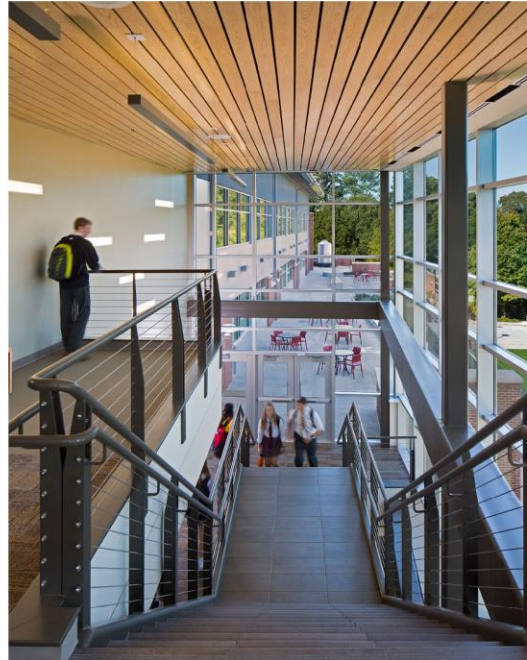
JACKSONVILLE OFFICE:
370 15TH AVE S.
SUITE A
JACKSONVILLE, FL 32250
904.228.4002

BECAUSE [it] MATTERS.

4.2

TABLE OF CONTENTS

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4.3

COMPLIANCE INFORMATION

4.3.1 - The Firm must be properly certified by the Georgia Secretary of State to do business in Georgia at the time of submission.

See 4.3.1.2 below

4.3.1.1 - State the legal name of the entity submitting and if Firm submitting is a corporation, joint venture, or partnership.

Collins Cooper Carusi Architects, Inc.
Corporate Structure: Georgia C-Corporation

4.3.1.2 - Provide a copy of certification for proper incorporation or registration from Georgia Secretary of State.

STATE OF GEORGIA
Secretary of State
Corporations Division
313 West Tower
2 Martin Luther King, Jr. Dr.
Atlanta, Georgia 30334-1530

ANNUAL REGISTRATION *Electronically Filed*
Secretary of State
Filing Date: 1/6/2024 12:37:33 PM

BUSINESS INFORMATION	
CONTROL NUMBER	12616558
BUSINESS NAME	COLLINS COOPER CARUSI ARCHITECTS, INC.
BUSINESS TYPE	Domestic Profit Corporation
EFFECTIVE DATE	01/06/2024
ANNUAL REGISTRATION PERIOD	2024, 2025

PRINCIPAL OFFICE ADDRESS		
ADDRESS	3391 Peachtree Road, N.E., Suite 400, ATLANTA, GA, 30336, USA	

RESIDENTIAL AGENTS			
NAME	ADDRESS	COUNTY	
Eric Richardson	3391 Peachtree Road NE, Suite 400, Atlanta, GA, 30336, USA	Fulton	

OFFICE EMPLOYEES		
NAME	TITLE	ADDRESS
Eric Richardson	CEO	3391 Peachtree Road, N.E. Suite 400, Atlanta, GA, 30336, USA
Eric Richardson	CEO	3391 Peachtree Road NE, Suite 400, Atlanta, GA, 30336, USA
Samuel R. Cooper	SECRETARY	3391 Peachtree Road, N.E. Suite 400, Atlanta, GA, 30336, USA

AUTHORIZER INFORMATION	
AUTHORIZER SIGNATURE	Marjorie Wedderburn
AUTHORIZER TITLE	Authorized Person

4.3.2 - The Firm must be properly registered, licensed, and certified at the time of submission.

4.3.2.1 - Firms and sub consultants must be properly licensed. Provide copy of current Georgia Professional Registration for Architect/Engineer.

Collins Cooper Carusi Architects Inc.
Samuel R. Cooper, AIA | Principal

PROFESSIONAL LICENSING
GEORGIA SECRETARY OF STATE BRAD RAFFENSPERGER
CORPORATIONS • ELECTIONS • LICENSING • CHARITIES

Licensee Details

Licensee Information

Name: Samuel Randolph Cooper
Address: Atlanta GA 30326

Primary Source License Information

Lic #:	RA008108	Profession:	Architect / Interior Designer	Type:	Registered Architect
Secondary:		Method:	Conversion	Status:	Active
Issued:	6/30/1993	Expires:	6/30/2025	Last Renewal Date:	6/26/2023

Breedlove Land Planning (Civil + Landscape)
Justin M. Tanner, PE; Gary Caraway, LA

PROFESSIONAL LICENSING
GEORGIA SECRETARY OF STATE BRAD RAFFENSPERGER
CORPORATIONS • ELECTIONS • LICENSING • CHARITIES

Licensee Details

Licensee Information

Name: Justin M Tanner
Address: Atlanta GA 30308

Primary Source License Information

Lic #:	PE020454	Profession:	Engineers / Land Surveyors	Type:	Professional Engineer
Secondary:		Method:	Examination	Status:	Active
Issued:	6/8/2005	Expires:	12/31/2024	Last Renewal Date:	12/27/2023

PROFESSIONAL LICENSING
GEORGIA SECRETARY OF STATE BRAD RAFFENSPERGER
CORPORATIONS • ELECTIONS • LICENSING • CHARITIES

Licensee Details

Licensee Information

Name: Gary Keith Caraway
Address: Watkinsville GA 30677

Primary Source License Information

Lic #:	LA001636	Profession:	Landscape Architects	Type:	Landscape Architect
Secondary:		Method:	Reciprocity	Status:	Active
Issued:	4/19/2011	Expires:	12/31/2024	Last Renewal Date:	12/5/2022

4.3

COMPLIANCE INFORMATION

4.3.2.1 (cont'd)

SHEAR Structural (Structural Engineering)

Holly Jeffreys, PE, SE

PROFESSIONAL LICENSING
 GEORGIA SECRETARY OF STATE BRAD RAFFENSPERGER
 CORPORATIONS • ELECTIONS • LICENSING • CHARITIES

Licensee Details

License Information
 Name: Holly C. Jeffreys
 Address:
 Tucker GA 30084

Primary Source License Information

Lic #:	SE000174	Profession:	Engineers / Land Surveyors	Type:	Structural Engineer
Secondary:		Method:	Affidavit	Status:	Active
Issued:	1/18/2021	Expires:	12/31/2024	Last Renewal Date:	11/29/2023

Bolden-Williams & Associates (Electrical Engineering)

Ron Bolden | PE - Principal
 Jeff Williams | Project Manager

STATE OF GEORGIA
 BRAD RAFFENSPERGER, Secretary of State
 State Board of Registration for Professional Engineers and Land Surveyors
 LICENSE NO. PE005575
 Ronald L. Bolden
 8066 Hwy 29 South
 Lawrenceville GA 30044
Professional Engineer
 EXP DATE - 12/31/2024 Status: Active
 Issue Date: 06/14/1965

Matheson-Ball & Associates, Inc. (M/P/FP)

Gregg Cox, PE | Engineer of Record
 R. Scott Brown, PE | HVAC Principal in Charge

PROFESSIONAL LICENSING
 GEORGIA SECRETARY OF STATE BRAD RAFFENSPERGER
 CORPORATIONS • ELECTIONS • LICENSING • CHARITIES

Licensee Details

License Information
 Name: Gregg R. Cox
 Address:
 Canton GA 30114

Primary Source License Information

Lic #:	PE032289	Profession:	Engineers / Land Surveyors	Type:	Professional Engineer
Secondary:		Method:	Examination	Status:	Active
Issued:	2/13/1997	Expires:	12/31/2024	Last Renewal Date:	12/14/2023

STATE OF GEORGIA
 BRAD RAFFENSPERGER, Secretary of State
 Georgia State Board of Registration for Professional Engineers and Land Surveyors
 License No. PEF004514
 Bolden-Williams & Assoc Inc
 3066 Hwy 29 South
 Lawrenceville GA 30044
Engineer Firm
 EXP DATE - 06/30/2024 Status: Active
 Issue Date: 11/03/2004

Camacho & Associates, Inc. (Food Service | MBE)

James C. Camacho, FCSI, CSI, CDT | President

PROFESSIONAL LICENSING
 GEORGIA SECRETARY OF STATE BRAD RAFFENSPERGER
 CORPORATIONS • ELECTIONS • LICENSING • CHARITIES

Licensee Details

License Information
 Name: Robert Scott Brown
 Address:
 Cumming GA 30041

Primary Source License Information

Lic #:	PE039591	Profession:	Engineers / Land Surveyors	Type:	Professional Engineer
Secondary:		Method:	Examination	Status:	Active
Issued:	1/4/2011	Expires:	12/31/2024	Last Renewal Date:	12/19/2023

GEORGIA DEPARTMENT OF ADMINISTRATIVE SERVICES
 CUSTOMER FOCUSED, PERFORMANCE DRIVEN

Minority Business Enterprise
 Certification for
 JOSEPH CAMACHO ASSOCIATES, INC.

Georgia

The company is hereby certified as: Minority Business Enterprise and Minority Subcontractor

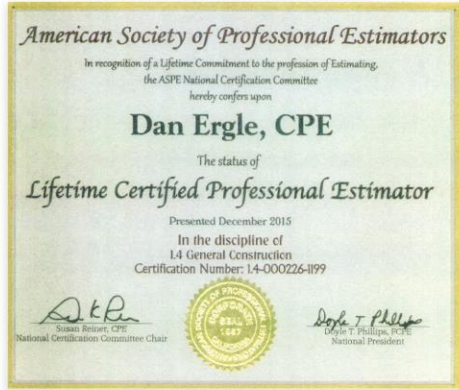
Certification Date: 09/14/18
 (Must file annual Affidavit with GDOT)
 Certification Number: 161135 - 000135

Lisa Eason
 Deputy Commissioner, State Purchasing Division

4.3

COMPLIANCE INFORMATION

ADE Construction Consultants, Inc. (Cost Estimating)
Dan Ergle, CPE | President



4.3.3 - The Firm must have been in continuous business for a minimum of five years.

4.3.3.1 - State number of years in business.

Continuous Years in Business: 37 (Established in 1987)

4.3.3.2 - State the location, address, and telephone number of Firm's offices.

Main Office:
3391 Peachtree Rd NE, Suite 400
Atlanta, GA 30326
o. 404.873.0001 | f. 404.869.1934

Regional Office:
370 15th Avenue South, Suite A
Jacksonville, FL 32250 | o. 904.228.4002

4.3.3.3 - Submit the names of owners, officers or principals in charge.

Samuel R. Cooper, AIA
Eric D. Richardson, AIA, LEED AP
Jeff P. Juliano, AIA, LEED AP
Fiona J. Grandowski, AIA, IIDA, LEED AP

4.3.4 - The Firm must identify any existing or potential conflicts of interest, and disclose any representation of parties or other relationships that might be considered a conflict of interest with regard to this selection.

Collins Cooper Carusi Architects Inc. does not have nor does it foresee any potential conflicts of interest with DCSD.

4.3.5 - Financial Capabilities

4.3.5.1 - Financial Statement: The Firm's financial capability is to be expressed in the financial statement (audited financial current within the past twelve months, such as a balance sheet and statement of operations) and should indicate the resources and the necessary working capital to assure financial stability through the completion of the project.

Collins Cooper Carusi has sufficient working capital to assure adequate resources to completely and comprehensively perform its services. Since our founding, CCCA has consistently completed its contractual obligations including when our design fee has been exhausted. Our financial statements have been uploaded on lonwave as requested.

4.3.5.2 - Insurance Capacity: Firms must provide evidence that they have all insurance coverages as specified in the A/E contract included with this RFQ.

Our Certificate of Insurance can be found at the end of this submittal and has been uploaded as requested.

4.3.5.3 - Litigation: Submit all litigation of any kind involving firm, its officers or directors with a project owner where the total amount in controversy exceeds \$100,000.00 within the last five years.

Neither Collins Cooper Carusi Architects Inc., its officers or directors has ever been involved in any litigation or arbitration proceedings since the firm was established in 1987.

4.3.5.4 - Insurance Claims: Submit all Errors & Omissions and/or Professional Liability claims filed against the firm's policy in the last two years for the proposal submittal date.

Collins Cooper Carusi has not had a claim filed against its Professional Liability insurance policy in the past five years. Only once in our 37-year history have we ever proactively used this policy to offset additive costs we caused as a result of our design error. We continue to work with that client. That event occurred 18 years ago.



Campbell High School | Cobb County Schools

5.0

RELATED EXPERIENCE

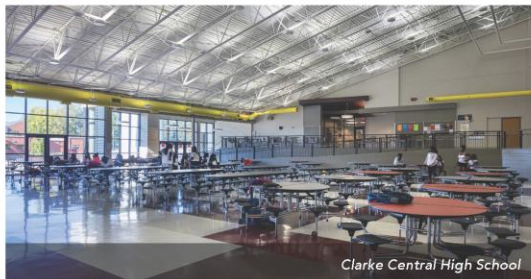
5.1 - Individual Review: Proposal Evaluation Committee (“PEC”) members shall use the Proposal Evaluation Form (Exhibit A) for the RFQ to document their review and evaluation of each Proposal in accordance with the criteria listed below, within their respective areas of experience and knowledge.

5.1.1 - Related Experience: Major consideration will be given to the successful completion of previous projects comparable in design, scope and complexity. This will include evaluating the firm’s performance and quality of work on previous projects.

5.1.1.1 - List the projects which best illustrate the experience of the firm which utilized the current staff which is being assigned to this Project.

For 37 years, Collins Cooper Carusi has dedicated our practice to improving educational environments for K-12 and Higher Education clients. In that time, we have seen teaching methodologies change that have influenced the design of academic environments. These changes, predominantly in K-12, have naturally influenced the types of spaces students, educators and businesses now enjoy and have directly impacted the underpinnings of Higher Education and Corporate design. The variety of spaces now being provided has enriched Academic Experiences for all, and has positively changed the ways we communicate with each other.

On the following pages, we present ten (10) projects completed within the last 10 years with our current staff including consultants assigned to DCSD projects. These predominantly renovation projects capture some of our relevant K-12 experience as it pertains to the DeKalb County School District.



5.1.1

RELATED EXPERIENCE

WEST MANOR ELEMENTARY

Atlanta Public Schools



Project Description

West Manor Elementary School is a student-centered International Baccalaureate World School that is an integral part of the Lynhurst Community in southwest Atlanta. The school was originally built in 1955 with very few modifications over the years.

The design team worked with the Principal, Dr. Lawrence, and his team to incorporate comprehensive renovations that upgraded: Classrooms, dedicated Arts and Music Classroom additions, Restrooms, & Offices, while adding a new 10,000 SF Gymnasium and Auditorium addition. The existing outdated Gymnasium was repurposed into a new Library/Media Center becoming the academic heart of school. All existing building systems were replaced and modest site improvements were made as part of the wholesale renovations. The project faced an extremely tight budget, steep topography for the new Gym, limited site access during construction, and supply chain issues during the Covid pandemic.

CCCA worked with APS, West Manor Elementary School, and the Balfour Beatty Construction team to optimize the construction budget to execute the Owner's entire program that kept the design and construction efforts on-going and up-to-date during the pandemic lock down, and completed the project in time for the Fall 2021 start of school.



Project Address

570 Lynhurst Dr SW
Atlanta, GA 30311

Firm Responsibility

Programming, Master Planning,
Architecture, Interior Design,
Construction Administration

Owner Contact

Jere J. Smith III, AIA
Director of Facilities+Construction
Atlanta Public Schools
130 Trinity Ave. SW
Atlanta, GA 30303
P: 404.802.3736 | F: 404-802-3500
jersmith@atlanta.k12.ga.us

User Contact

Dr. Reginald Lawrence, Principal
570 Lynhurst Dr SW
Atlanta, GA 30311
P: 404-802-3350
rmlawrence@atlanta.k12.ga.us

Construction Completion Date

2021

Project Size

52,000 SF

Construction Cost

\$11 M

CCCA Work Responsibility

Architecture, Interior Design

Project Status

Owner Occupied | Summer 2021

Key Professionals Involved

Sandy Cooper, Principal *
Brett Norton, Project Manager *
Dawn Franklin, Project Architect *
Isabelle Topp, Interior Design

*proposed team for DCSD projects

5.1.1

RELATED EXPERIENCE

TOWNS ELEMENTARY SCHOOL

Atlanta Public Schools



Project Description

Towns Elementary School is slated to become 'swing' space for APS as it navigates system-wide building renovations. Currently a police training facility, Towns will become a transition elementary school for its community once all building systems are replaced, mold is re-mediated, and a new roof is installed.

Building systems replacement includes new WSHPs, RTUs and DOAS units; air distribution ductwork; plumbing; lighting and electrical; ceilings and interior finishes; and low voltage wiring and cabling; Window and door replacement will occur on an as-needed basis as funds allow.

A new TPO roof and cover board will be installed along with new gutters and downspouts. Dishwashing equipment will be removed. Minor site improvements are anticipated.



Project Address

760 Bolton Rd.
Atlanta, GA 30331

Firm Responsibility

Architecture, Interior Design,
Construction Administration

Owner Contact

Jere J. Smith III, AIA
Director of Facilities+Construction
Atlanta Public Schools
130 Trinity Ave. SW
Atlanta, GA 30303
P: 404.802.3736 | F: 404-802-3500
jersmith@atlanta.k12.ga.us

User Contact

Building is currently vacant pending renovations.

Construction Completion Date

2024 est.

Project Size

70,025 SF

Construction Cost

\$6.36 M

CCCA Work Responsibility

Architecture, Interior Design

Key Professionals Involved

Sandy Cooper, Principal *
Brett Norton, Project Manager*
Marisa Lopez, Emerging Professional *
Louise Labus, Interiors

**proposed team for DCSD projects*

5.1.1

RELATED EXPERIENCE

THE WEBER SCHOOL | ATHLETIC CENTER + BALLFIELDS

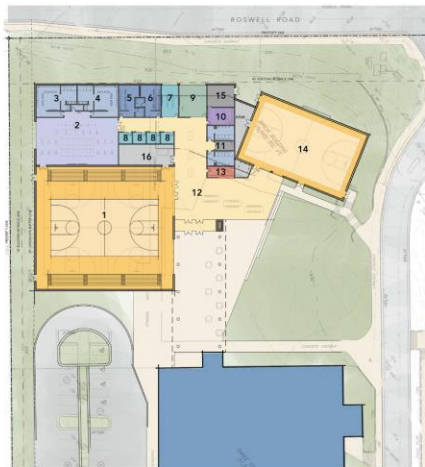
Atlanta, GA



Project Description

In 2020, The Weber School engaged Collins Cooper Carusi to design a new Athletic Center anchored by a new 600-seat Competition Gymnasium, renovate the existing Gym, replace the baseball and soccer fields, and add a new 6-lane track. As Weber's focus became more expansive, CCCA developed multiple campus master plans that considered the addition of new Lower and Middle Schools, a Natatorium, Performing Arts Center, additional Athletic Fields, and Parking structure.

In Summer 2024, the Main Academic building will undergo wholesale renovations of the 28,000 SF first level to add (6) classrooms, a testing center, administration and meeting rooms, a new student commons and dining space with improved acoustics and AV package, and new finishes and lighting throughout all to accommodate increased enrollment and refresh the appearance.



- LEGEND**
- 1. 500 SEAT COMPETITION GYMNASIUM
 - 2. HEALTH AND WELLNESS, WEIGHT TRAINING
 - 3. BOYS LOCKER ROOM
 - 4. GIRLS LOCKER ROOM
 - 5. VISITING BOYS LOCKER ROOM
 - 6. VISITING GIRLS LOCKER ROOM
 - 7. CONFERENCE ROOM
 - 8. ATHLETIC OFFICES
 - 9. CLASSROOM
 - 10. ATHLETIC TRAINING ROOM
 - 11. RESTROOMS
 - 12. LOBBY/COLLABORATION SPACE/ATROPHY GALLERY
 - 13. CONCESSION AREA
 - 14. PRACTICE GYMNASIUM
 - 15. MECHANICAL/ELECTRICAL ROOM
 - 16. STORAGE

Project Address

6751 Roswell Rd NE
Atlanta, GA 30328

Firm Responsibility

Programming, Master Planning, Architecture, Interior Design, FF&E, Construction Administration

Owner + User Contact

Paul Ginburg
Associate Head of School, CAO
6751 Roswell Rd NE
Atlanta, GA 30328
P: 404.917.2500 | F: 404.917.2501
pginburg@weberschool.org

Construction Completion Date

August 2024

Project Size

38,500 SF

Construction Cost

\$ 19.7M- Athletic Center & Fields
\$ 6.8M- Classroom Renovations

CCCA Work Responsibility

Architecture, Interior Design, FF&E

Key Professionals Involved

Sandy Cooper, Principal *
Brett Norton, Project Design *
David Fairley, Project Manager
Stacey Lucas, Interiors

*proposed team for DCSD projects



5.1.1

RELATED EXPERIENCE

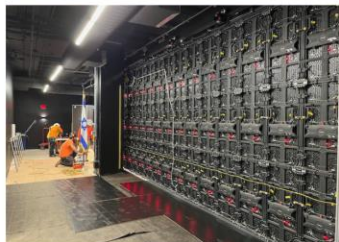
THE WEBER SCHOOL | PERFORMING ARTS CENTER

Atlanta, GA



Project Description

The Performing Arts & Music project transformed 21,000 SF of basement storage space into a 275 seat, state-of-the-art ¾ theater-in-the-round with a 9'x22' mobile LED video wall serving as a digital backdrop and stage set for performances and assemblies. A professional-grade recording studio, music classroom, dance studio, scene workshop, dressing rooms, restrooms, concessions, and new public elevator & lobby complete this renewal project along with music technology classroom and support spaces for all of these programs.



Project Address

6751 Roswell Rd NE
Atlanta, GA 30328

Firm Responsibility

Programming, Master Planning,
Architecture, Interior Design,
Construction Administration

Owner + User Contact

Paul Ginburg
Associate Head of School, CAO
6751 Roswell Rd NE
Atlanta, GA 30328
P: 404.917.2500 | F: 404.917.2501
pginburg@weberschool.org

Construction Completion Date

2023

Project Size

21,000 SF

Construction Cost

\$ 6.9M

CCCA Work Responsibility

Architecture | Interior Design |
FF&E

Key Professionals Involved

Sandy Cooper, Principal *
Brett Norton, Project Manager *
Stacey Lucas, Interiors

** proposed team for DCSD projects*

5.1.1

RELATED EXPERIENCE

ORME CAMPBELL HIGH SCHOOL

Cobb County School District



Project Description

Orme Campbell High School is a story of transformation from ‘puzzle pieces’ to ‘place’. Beginning in 1952 with 425 students, the school’s history of mergers and explosive growth led to a patchwork of buildings and trailers struggling to meet the demanding needs of a diverse 21st century high school.

With over 15 hallways and six buildings the campus needed expansion and clarity. New construction started with a competition gym in 2018, providing a new face on the west side of campus and continued with a new performing arts center in 2021, providing a new public face on the opposite side of the campus. To continue addressing the need for classroom capacity a new infill three story classroom wing integrated into the campus fabric for a campus of 3,000 students and growing.

The revitalization of the entire campus continued with reimagining substantial areas of the interior. This includes a new expanded ‘main street’ connecting administration, to expanded tiered dining areas, to open vertical circulation, and anchored by the media center, or “community hub.” With increased capacity and a fresh, updated cohesive palette both inside and out, the school is able to continue to serve and now inspire the students it serves.



Project Address

925 Powder Springs Street
Smyrna, GA 30080

Firm Responsibility

Planning, Architecture, Interior
Design, Construction Administration

Owner Contact

Henry Gomez
Cobb County School District
514 Glover Street
Marietta, GA 30060
P: 770.590.4583 | F: 678.594.8106
Henry.Gomez@Cobbk12.org

User Contact

Dr. Vanessa Watkins, Principal
925 Powder Springs Street
Smyrna, GA 30080
P: 678.842.6858 | F: 678.842.6852

Construction Completion Date

August 2021

Project Size

94,546 SF

Construction Cost

\$50.1M

CCCA Work Responsibility

Planning, Architecture, Interior
Design, Construction Administration

Key Professionals Involved

Jeff Juliano, Principal
Ken Leach, Project Manager
Brett Norton, Design Team*
Fiona Grandowski, Interiors*

** proposed team for DCSD projects*

5.1.1

RELATED EXPERIENCE

CLARKE CENTRAL HIGH SCHOOL

Athens Clarke County School District



Project Description

The historic Clarke Central High School was a multi-phased renovation & building addition project to create a campus for 21st century learning environments. Originally Athens Senior High School, the campus was constructed in the late 90's and had subsequent renovations and additions as changing needs dictated.

Collins Cooper Carusi worked with Clarke County Schools to upgrade its infrastructure and install state-of-the-art classroom technology. Campus additions provided increased classroom sizes and quantities, a new science wing, new Performing Art rehearsal space, and renovations to Mel Auditorium. A media center is the focal point of the courtyards and classroom wings. The gym was renovated and new locker room facilities were added.

An important redevelopment goal was to reconfigure the campus to reinforce the Community of Clarke Central HS. New exterior courtyards and a network of bridges were provided to allow students to easily traverse the Commons. The project scope included improved pedestrian and vehicular areas, separating bus and commuter traffic patterns, and preserving the historic front entry lawn.



Project Address

350 South Milledge Ave
Athens, GA 30605

Firm Responsibility

Programming, Master Planning, Architecture, Interior Design, Construction Administration, FF&E, LEED Administration

Owner Contact

John Gilbreath, Dir of SPLOST *
Athens Clarke County Schools
595 Prince Avenue
Athens, GA 30601
gilbreathj@clarke.k12.ga.us
P: 706.546.7721 | F: 706.357.5358

* team members have retired

User Contact

Dr. Swade Huff, Principal
Clarke Central High School
350 South Milledge Avenue
Athens, GA 30605
huffs@clarke.k12.ga.us / ext.
P: 706.357.5200 | F: 706.357.5358

Construction Completion Date
2016

Project Size
293,000 SF - Renovation
95,600 SF - New Construction

Construction Cost: \$30M

CCCA Work Responsibility

Programming, Master Planning, Architecture, Interior Design, Construction Administration, FF&E, LEED Administration

Key Professionals Involved

Eric Richardson, Principal
Cheng-Li Wang, Project Manager
Fiona Grandowski, Interiors*

* proposed team for DCSD projects

5.1.1

RELATED EXPERIENCE

DECATUR HIGH SCHOOL PERFORMING ARTS CENTER AND GYMNASIUM

City Schools of Decatur



Project Description

In Downtown Decatur, the new \$24 million Performing Arts and Athletics Complex at Decatur High School was designed to complement the existing campus environment while providing a renewed civic presence for the city.

The overall project is comprised of a 1600-seat competition gymnasium, a 500-seat performing arts auditorium, shared Lobby, and outdoor synthetic turf football stadium seating over 3800 spectators. Included are renovations to multistory science labs, where the new layouts preserved existing circulation and made accommodations for connections to other classrooms, auditorium and gymnasium.

The performing arts auditorium incorporates custom sound and theatrical lighting systems and is designed to serve not only the High School, but to augment the arts programs of other schools within the school system as well as the community. Stadium style seating at the rear and sloped floor seating at the front of the space are configured to provide optimal viewing for the activities on stage.

The space is complemented by a 1,700 SF multi-purpose rehearsal room, lighting catwalks, a sound and light control room, dressing rooms, and a set storage / construction shop each designed to meet the technical needs of contemporary theater and performing arts programs.



Project Address

310 McDonough Street
Decatur, GA 30030

Firm Responsibility

Master Planning, Programming,
Architecture, Interior Design,
Construction Administration

Owner Contact

Noel Maloof, COO*
Fulton County Schools
6201 Powers Ferry Road, NW
Atlanta, GA 30339
maloofn@fultonschools.org
D: 470.254.8998 | O: 470.254.3600
*Formerly with City Schools of Decatur

User Contact

Duane Sprull, Principal
City Schools of Decatur
310 McDonough Street
Decatur, GA 30030
dsprull@csdecatur.net
P: 404.370.4170 | F: 404.373.1281

Construction Completion Date

PH I/II: Jan 2016 - Nov 2016
PH III-V: June 2017 - Aug 2018

Project Size

Gymnasium/Auditorium: 88,500 SF
3,000 SF Support Buildings

Construction Cost

Award: \$24 M

CCCA Work Responsibility

Master Planning, Programming,
Architecture, Interior Design,
Construction Administration

Key Professionals Involved

Mike Collins, PIC
Jeff Juliano, Principal
Cheng-li Wang, Project Architect
Fiona Grandowski, Interiors*

*proposed team for DCSD projects

5.1.1

RELATED EXPERIENCE

DECATUR HIGH SCHOOL RENOVATIONS

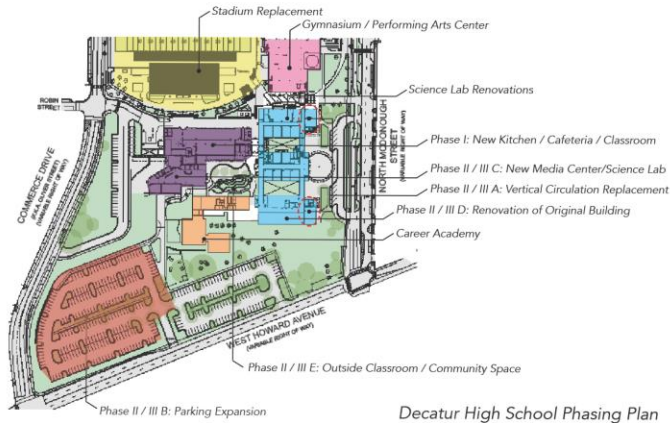
City of Decatur



Project Description

Collins Cooper Carusi worked with City Schools of Decatur to master plan its high school campus. We completed renovations to the Science Labs, and designed a new Performing Arts Center & Gymnasium, new football/soccer stadium, redeveloped Decatur High School Career Academy, and completed the new Decatur High School renovations and additions.

Two phased additions provided a new kitchen, cafeteria, media center, 23 classrooms, 11 science labs and two computer labs over a complex, multi-phased renovation. Site work included 200 additional parking spaces and a new bus drive. Renovations to the existing three-story building transformed the existing kitchen and cafeteria into a new band suite, provided new CTAE labs in the existing media center, replaced building systems, and reconstructed two stair towers to meet code required egress widths.



Decatur High School Phasing Plan



COLLINS COOPER CARUSI ARCHITECTS | Professional A/E Services for DeKalb County School District

Project Address

310 McDonough Street
Decatur, GA 30030

Firm Responsibility

Master Planning, Programming,
Architecture, Interior Design,
Construction Administration

Owner Contact

Noel Maloof, COO*
Fulton County Schools
6201 Powers Ferry Road, NW
Atlanta, GA 30339
maloofn@fultonschools.org
D: 470.254.8998 | O: 470.254.3600

* formerly with City Schools of Decatur

User Contact

Duane Sprull, Principal
City Schools of Decatur
310 McDonough Street
Decatur, GA 30030
dsprull@csdecatur.net
P: 404.370.4170 | F: 404.373.1281

Construction Completion Date

PH I/II: Jan 2016 - Nov 2016
PH III-V: June 2017 - Aug 2018

Project Size

150,000 sf (multiple phases)

Construction Cost

\$49 M (multiple phases)

CCCA Work Responsibility

Master Planning, Programming,
Architecture, Interior Design,
Construction Administration

Key Professionals Involved

Mike Collins, PIC
Jeff Juliano, Principal
Cheng-li Wang, Project Architect
Fiona Grandowski, Interiors*

* proposed team for DCSD projects

5.1.1

RELATED EXPERIENCE

MT. PISGAH CHRISTIAN SCHOOL ATHLETIC COMPLEX

Johns Creek, Georgia



Project Description

This addition to the 34-acre private school campus includes an 8-lane track and field/football complex with parking, plazas, bleachers, concessions and other amenities. Competition softball and baseball fields are located in the complex as well, allowing the school the ability to train their student athletes and host competitions at home in one facility. A large multi-use practice field area is used for soccer and lacrosse.

Perhaps the most remarkable feature is that the site is a former landfill. Breedelove Land Planning worked closely with the school, GeoSyntec Consultants and New South Construction to mitigate the site in an effort to reclaim the land and further the mission of the school.

A trail system is used to connect the active areas of the campus with the natural areas, allowing students and visitors to navigate the entire property.



Project Address

Mount Pisgah Christian School
9875 Nesbit Ferry Road
Johns Creek, GA 30022

Firm Responsibility

Landscape Architect & Civil Engineering

Owner + User Contact

Hiram Bobo*
Mount Pisgah Christian School
9875 Nesbit Ferry Road
Johns Creek, GA 30022
hbobo@mountpisgah.org
P: 678.336.3000

*Hired subsequent to project completion

Project Completion Date

2021

Project Size

34-Acre Campus

Project Cost

\$4 M

Role

Landscape Architect & Civil Engineering

Key Professionals Involved

Matt Tanner | Civil Engineer

5.1.1

RELATED EXPERIENCE

TUSKEGEE ARMEN GLOBAL ACADEMY

Atlanta, Georgia



Project Description

The new elementary school building replaced a 43-year-old structure, which re-purposed and improved the school's street exposure.

A main entry/lobby space with a gallery, media center, cafeteria, gymnasium with stage, specialty classrooms, STEM and flight simulator labs, and outdoor lab/classroom space are among the features of the 105,000 SF, three-story replacement building, which accommodates 753 full-time students.

In addition, the project includes additional parking spaces, a synthetic turf play field, playgrounds, exterior lighting and signage, landscape, aviation themed hardscape and plazas, covered pathways to building entrances, and more effective bus and carpool circulation.

Breedlove Land Planning and Collins Cooper Carusi worked in conjunction on this project.

Project Address

Tuskegee Armen Global Academy
1626 Westhaven Dr SW, Atlanta,
GA 30311

Phone: (404) 802-8450

Firm Responsibility

Landscape Architecture and Civil
Engineering

Owner + User Contact

Jere J. Smith III, AIA
Director of Facilities+Construction
Atlanta Public Schools
130 Trinity Ave. SW
Atlanta, GA 30303
P: 404.802.3736 | F: 404-802-3500
jersmith@atlanta.k12.ga.us

Construction Completion Date

2017-2019

Project Size

105,000 SF
9.8 Acre Site

Construction Cost

\$27.6 M

Role

Landscape Architecture and Civil
Engineering

Key Professionals Involved

Matt Tanner | Civil Engineer



5.1.1

RELATED EXPERIENCE | **CCCA K12 EDUCATION EXPERIENCE LIST**

- » **Athens-Clarke County Schools**
 - Whitehead Elementary
 - Clarke County High School
- » **Atlanta International School**
 - Master Plan
 - Renovations to Middle/Upper School
 - Renovations to Primary School
 - Adair Arts Science Design Center (STEM)
 - Alex Horsley Early Learning Center
 - Student Activities Center/New Gym II
- » **Atlanta Public Schools**
 - Brandon Hall Master Plan
 - Bolton Academy
 - Coretta Scott King Young Women's Leadership Academy
 - E. Rivers Elementary School
 - North Atlanta High School
 - Sutton Middle School Renovations
 - Thomas Slater Elementary School
 - Towns Elementary School Renovations
 - Tuskegee Airmen Global Academy
 - West Manor Elementary Classroom Renovations + Gym
 - Woodson Park Academy
- » **Christ the King School**
 - Hyland Center
- » **City Schools of Decatur**
 - Decatur High School Renovations + Additions
 - Clairemont Elementary School
 - Decatur Career Academy
 - Decatur High School Performing Arts and Athletics Center
 - Decatur High School Science Labs
 - Glennwood Elementary School
 - Oakhurst Elementary School
 - Renfro Middle School Addition
- » **Cliff Valley School**
 - Classroom & Gym Additions
- » **Cobb County Schools**
 - Campbell High School Competition Gym
 - Campbell High School Classroom Addition + Renovation
 - Campbell High School Performing Arts Center
 - South Cobb Competition Gym
- » **Duval County School System**
 - Southside Estates K-5 Elementary School
 - Louis Sheffield K-5 Elementary School
 - Spring Park K-5 Elementary School
- » **ELPM College Heights Early Learning Center**
- » **ELPM Paulding Learning Center**
- » **Emory University**
 - Clifton Childcare Centers
- » **Fulton County Board of Education**
 - Abbott's Hill Elementary School
 - Asa G. Hilliard Elementary School
- Birmingham Falls
- Cascade Elementary School
- Cliftondale Elementary School
- Conley Elementary
- Creek View Elementary School
- Cogburn Woods Elementary School
- College Park Elementary School
- Dunwoody Springs Elementary School
- Esther Jackson Elementary School
- Feldwood Elementary School
- Gullatt Elementary School
- Hamilton E. Holmes Elementary School
- Heards Ferry Elementary School
- Hembree Springs Elementary School
- Heritage Elementary School
- Hillside Elementary School
- Ison Springs Elementary School
- Lake Forest Elementary School
- Liberty Point Elementary School
- Manning Oaks Elementary School
- North Springs High School
- Oakley Elementary School
- Riverwood High School Gym
- Riverwood High School Theater and Culinary Arts
- Riverwood High School Classroom Renovations
- Shakerag Elementary School
- Stonewall Tell Elementary School
- Summit Hill Elementary School
- West Stubbs Elementary School
- Vickery Mill Elementary School
- Wilson Creek Elementary School
- Wolf Creek Elementary School
- » **Galloway School**
 - Master Plan Concept Design
 - Upper Learning Building
- » **Globe Academy Renovations**
- » **Greater Atlanta Christian School**
 - Clifton Theater Auditorium
 - Baseball Fields
 - Learners Hall
 - Natatorium
- » **Gwinnett County Schools**
 - Gwinnett School of Math, Science, and Technology
 - Parkview High School Addition/Renovation
 - Parkview High School HVAC/Roof Reno
 - Gwinnett Oak ES HVAC/Roof Renovation
 - Ferguson Elementary School HVAC/Roof Renovation
 - Trickum Middle School HVAC/Roof Renovation
 - GSMST HVAC/Roof Renovation
 - Dacula High School HVAC/Roof Renovation
- » **Heritage Preparatory Charter School**
 - Master Plan
- » **Holy Innocents' Episcopal School**
 - Master Plan
 - Gymnasium
 - Middle School
 - Math I Science I Commons Building
- » **KIPP Ways Academy**
- » **Lee Scott Academy**
 - Master Plan
- » **The Lovett School**
 - Campus Community Center I Master Plan
 - Campus Athletic Master Plan
 - Murray Athletic Center, Kilpatrick Football Stadium, Hite Sports Medicine Center
 - Baseball + Softball Complex I Tennis Facility Study
- » **Mill Springs Academy**
 - Master Plan
 - Lower and Middle School
- » **Mount Bethel Christian Academy**
 - Academic Building
 - Family Life Center
 - High School
- » **Mount Pisgah Christian School**
 - Master Plan
 - Upper School (now Middle School)
 - Athletic Complex / Master Plan
 - Preschool Upgrades
 - Upper School - Geier Hall
- » **Mount Vernon Presbyterian School**
 - Campus Master Plan
 - Mustang Athletic Center
 - Lower School Renovations (multiple phases)
 - New Upper School (2019)
 - Upper School (2006)
 - Upper School Renovations
- » **Pace Academy**
 - Arthur M. Blank Family Upper School
 - Riverview Rd. Football Stadium
- » **Peachtree Road United Methodist Church**
 - Don and Mary Ellen Harp Youth Center
- » **Ron Clark Academy**
 - Teacher Training Center + Classroom Renovations
- » **St. Andrews Episcopal School**
 - Master Plan
- » **St. Martin's Episcopal School**
 - Campus Upgrades
 - New Middle School
- » **The Swift School**
 - Master Plan
- » **The Weber School**
 - Master Plan
 - Black Box Theater & Music Hall
 - Classroom Renovations
 - New Athletic Center & Ballfields
- » **Whitefield Academy**
 - Master Plan
 - New Lower School
 - Upper School Learning Commons

orange indicates public K12 schools

5.1.2

PROPOSED PROJECT STAFF

5.1.2 - Proposed Project Staff and their Functions: The quality, experience and quantity of staff and their functions will be evaluated by the Committee. The Committee will also evaluate the firm's capabilities to provide service.

5.1.2.1 - Organization Chart: Develop an organization chart as it relates to the Project indicating key personnel, their relationship, and all consultants to be used on this project.



5.1.2.2. - The firm shall name the actual staff to be assigned to this Project, describe their ability and experience, and indicate the function of each within their organization and their proposed project role on this project.

Team members shown in the org chart represent the team who will be assigned to the DCSD projects. Please refer to our Resumes for a complete description of abilities, experience, function within our firm and proposed team roles.

5.1.2.3. - Give brief resumes of key persons to be assigned to the Project. Our proposed project staff resumes can be found on the following pages.



SAMUEL R. COOPER [SANDY], AIA

Principal-in-Charge (on all projects listed below)

With 30+ years of design and management experience for large, complex educational (K12 & Higher Ed) and community-building projects, including numerous K-12 school projects, Sandy will lead our team in pursuit of innovative, pragmatic, inspiring designs accompanied by attentive service. He will help to set the design trajectory, and remain engaged throughout this project to ensure our team balances innovative ideas with pragmatic designs to meet budget realities.

EDUCATION

- » Master of Architecture
North Carolina State University,
William Henley Dietrick Fellowship -
Design Excellence, 1988
- » Bachelor of Design
in Architecture
University of Florida, 1985

YEARS WITH FIRMS

- » CCCA: 28 years
- » Others: 7.5 years

ACTIVE REGISTRATIONS

- » Georgia, Tennessee

PROFESSIONAL AFFILIATIONS

- » American Institute of Architects (AIA)
- » NCARB
- » Advisory Board-FAMU School
of Architecture

CURRENT JOB ASSIGNMENTS*

Weber School Athletic Complex
Weber School Classroom Renovations
APS Towns Elementary School
Georgia State Univ. Bookstore Study

*Sandy serves as Principal-in-Charge

RELEVANT EXPERIENCE

Atlanta Public Schools | Atlanta, GA

- » West Manor Elementary School | \$11M | 52,000 SF
- » Woodson Park Academy (ES + MS) | \$26.8M | 114,630 SF
- » Tuskegee Airmen Global Academy | \$27.6M | 105,000 SF
- » E. Rivers Elementary | \$23.8M | 112,000 SF | LEED Silver
- » North Atlanta High School | \$86M | 507,093 SF | LEED Silver
- » Coretta Scott King Young Women's Leadership Academy | \$41M | 230,321 SF
- » Towns Elementary School | \$6.36M | 70,025 SF

Cliff Valley School | Atlanta, GA

- » Classroom Building + Gym Addition | \$3.1M | 25,275 SF | EarthCraft

The Weber School | Atlanta, GA

- » Master Plan
- » Athletic Complex & Ballfields | \$19.7M | 38,000 SF
- » Music + Performing Arts Center | \$6.9M | 37,000 SF
- » Classroom, Student Commons + Cafeteria Renovations | \$6.5M | 28,000 SF

Atlanta International School | Atlanta, GA

- » Master Plan
- » Adair Art | Science | Design Center (STEAM) | \$8.2M | 32,000 SF | LEED Silver
- » Alex Horsley Early Learning Center | \$5M | 22,000 SF | Earthcraft
- » Student Activities Center Addition + Renovation | \$5M | 24,000 SF
- » Athletic Field + 4K Outdoor Play Area Renovation

Cobb County Schools | Cobb County, GA

- » Campbell High School Gym | \$13.1M | 53,308 SF | Design Team Member

Pace Academy | Atlanta, GA

- » Arthur M. Blank Family Upper School | \$18.5M | 76,395 SF
- » Riverview Road Football Complex | \$3.5M

Whitefield Academy | Smyrna, GA

- » Learning Commons Building | \$22M (est.) | 65,000 SF
- » New Lower School | \$13M | 65,000 SF
- » Tennis Court Expansion + Concessions Building | \$1.7M | 1,600 SF
- » Middle + Upper School Renovation

The Galloway School | Atlanta, GA

- » Programming, Master Plan & Concept Design Study
- » Middle & Upper School Renovation + Addition | \$7.5M (est.) | 26,000 SF

Peachtree Road United Methodist Church | Atlanta, GA

- » Harp Teen Center | \$10.2M | 51,400 SF
- » Performing Arts Center | \$7.5M | 19,000 SF
- » Classroom Renovations | \$6.5M | 28,000 SF



BRETT NORTON

Senior Associate | Project Manager I

Depending upon the timing of DCSD projects, either Brett or Ken (on following page) will serve as our Project Manager. Our PM will be the day-to-day contact and provide oversight and structure to the team and coordinate with the Owner's team to ensure the design scope meets stated goals, objectives and costs and schedule. Our PM will lead our construction administration efforts.

EDUCATION

- » Bachelor of Architecture
University of Tennessee
at Knoxville, 1987

YEARS WITH FIRMS

- » CCCA: 16 years
- » Others: 20 years

CURRENT JOB ASSIGNMENTS*

APS Towns Elementary School
J.W. Tull YMCA
Georgia State Univ Bookstore Study

*Brett serves as Design Lead

RELEVANT EXPERIENCE

DeKalb County School District | DeKalb County, GA

- » Tucker High School Replacement* | \$53.8M | 250,000 SF | Lead Design
- » Stone Mill Elementary School Science Wing Addition* | \$850K | 10,000 SF

Atlanta Public Schools | Atlanta, GA

- » West Manor Elementary School | \$11M | 52,000 SF
- » Woodson Park Academy (ES + MS) | \$26.8M | 114,630 SF
- » Tuskegee Airmen Global Academy | \$27.6M | 105,000 SF
- » E. Rivers Elementary | \$23.8M | 112,000 SF | LEED Silver
- » North Atlanta High School | \$86M | 507,093 SF | LEED Silver
- » Towns Elementary School | \$6.36M | 70,025 SF

Fulton County School System | Fulton County, GA

- » Lake Forest Elementary School | \$23.5M | 126,320 SF | Design Team
- » Riverwood High School Design Competition | 253,635 SF (est.) | Project Architect

Atlanta International School | Atlanta, GA

- » Master Plan | Design Team Member
- » Adair Art | Science | Design Center (STEAM) | \$8.2M | 32,000 SF | Lead Design
- » Interior Upper School Renovation | \$2M | 8,000 SF | Design Team Member

Whitefield Academy | Smyrna, GA

- » Learning Commons Building | \$22M (est.) | 65,000 SF | Team Leader
- » New Lower School | \$13M | 65,000 SF | Team Leader
- » Tennis Court Expansion + Concessions Building | \$1.7M | 1,600 SF | Team Leader
- » Middle + Upper School Renovations | Team Leader

Westminster Schools of Augusta | Augusta, GA

- » Campus Master Plan | \$22M | 230,000 SF (est.) | Project Manager

The Galloway School | Atlanta, GA

- » Programming, Master Plan & Concept Design Study | Project Manager
- » Middle & Upper School Renovation + Addition | \$7.5M (est.) | 26,000 SF

Arbor Montessori School | Atlanta, GA

- » Master Plan + Renovation | \$1.9M | 10,000 SF | Project Manager

The Weber School | Atlanta, GA

- » Master Plan
- » Athletic Complex & Ballfields | \$19.7M | 38,000 SF | Lead Design
- » Music + Performing Arts Center | \$6.9 M | 37,000 SF | Project Manager
- » Classroom Renovations | \$6.5 M | 28,000 sf | Design Team Membe

(* Indicates work completed with another firm.

5.1.2.2
5.1.2.3

PROPOSED PROJECT STAFF



KEN LEACH, AIA, LEED AP

Associate | Project Manager II

Depending upon the timing of DCSD projects, either Ken or Brett (previous page) will serve as our Project Manager. Our PM will be the day-to-day contact and provide oversight and structure to the team and coordinate with the Owner's team to ensure the design scope meets stated goals, objectives and costs and schedule. Our PM will lead our construction administration efforts.

EDUCATION

- » Bachelor of Architecture
Southern Polytechnic State University

YEARS WITH FIRMS

- » CCCA: 16 years
- » Others: 24 years

ACTIVE REGISTRATIONS

- » Georgia (Architecture)

PROFESSIONAL AFFILIATIONS

- » American Institute of Architects (AIA)
- » Georgia Chapter: Association for Learning Environments (GA4LE)

CURRENT JOB ASSIGNMENTS*

South Cobb Gymnasium
Conley Elementary School
Cobb County Career Academy

* Ken serves as Project Manager

RELEVANT EXPERIENCE

Cobb County Schools | Cobb County, GA

- » Campbell High School Gym | \$13.1M | 53,308 SF | Project Manager
- » Campbell High School Performing Arts Center | \$10M | 30,062 SF
- » South Cobb High School Performance Gym | \$142M | 335,000 SF
- » Cobb County Career Academy | \$12M | 40,000 SF (est.)
- » Campbell High School Renovations + Classroom Addition

Fulton County School System | Fulton County, GA

- » Asa G. Hilliard Elementary School | \$22.6M
- » CH Gullat Elementary School | \$23.6M
- » Conley Hills Elementary School | \$45M | 125,000 SF
- » Esther Jackson Elementary School Replacement
- » Heard's Ferry Elementary School | \$26M
- » Vickery Mill Elementary School | \$26.9M
- » Wolf Creek Elementary School | \$20M
- » Tri-Cities Cluster Task Order Work
- » Fulton County Schools Educational Specifications Task Order Work
- » Creekside Cluster Task Order Work

Duval County Public Schools | Jacksonville, FL

- » Louis Sheffield K-5 Elementary School Prototype
- » Southside Estates K-5 Elementary School | Prototype
- » Spring Park K-5 Elementary School | Prototype

The University of Georgia | Athens, GA

- » East Campus Residence Hall | LEED Gold | \$40.7M
- » Oglethorpe Housing Renovation | \$4M
- » Rutherford Hall | \$19.3M
- » Long-Range High-Rise Residence Hall Study

Georgia Department of Natural Resources | Atlanta, GA

- » Hard Labor Creek Cottages | \$1.7M

Clayton County Schools | Clayton County, GA

- » Haynie Elementary Additions + Renovations*
- » Lake City Elementary Additions + Renovations*
- » Lee Street Elementary Additions*
- » Mt. Zion Elementary Additions & Renovations*
- » Roberta T. Smith Elementary School + Classroom Addition*
- » Suder Elementary Additions + Renovations

(* Indicates work completed with another firm.)

5.1.2.2
5.1.2.3

PROPOSED PROJECT STAFF



DAWN FRANKLIN

Associate | Project Architect

Dawn will help to lead design studies based on an evaluation of the Facility Assessment Reports. She will assist our team in balancing project scope with available construction funds, and will assume responsibility for executing designs and the production of construction documents. She will work closely with Brett to coordinate work with CCCA's in-house team and consulting engineers. She has 25+ years of experience with extensive school designs. Her passion for design helps support an effective pedagogy to propel learning.

EDUCATION

- » Bachelor of Architecture
Andrews University

YEARS WITH FIRMS

- » CCCA: 13 years
- » Others: 15 years

CURRENT JOB ASSIGNMENTS*

Georgia State University
Andrew Young School of Policy Studies
J.W. Tull YMCA

* Dawn serves as a Project Architect

RELEVANT EXPERIENCE

Atlanta Public Schools | Atlanta, GA

- » Tuskegee Airmen Global Academy | \$27.6M | 105,000 SF
- » E. Rivers Elementary | \$23.8M | 112,000 SF | LEED Silver | Project Architect
- » Woodson Park Academy (ES + MS) | \$26.8M | 114,630 SF | Design Team
- » Frederick Douglass High School*
- » Jackson Primary School Addition | LEED*

Dekalb County Schools | Atlanta, GA

- » Globe Academy Renovations | Project Architect
- » Dunwoody Elementary School*

Gwinnett County Schools | Gwinnett County, GA

- » Gym Renovation

Forest Hills Public Schools | Grand Rapids, MI

- » Knapp Forest Elementary School*

Arbor Montessori School | Decatur, GA

- » Master Plan and Renovations | \$600K | 8500 SF | Project Architect

University of Georgia | Athens, GA

- » Business Learning Community Phase II | Design Team Member
- » State Botanical Garden Center for Art and Nature | Project Architect

Georgia Southern University | Statesboro, GA

- » Health Center | \$ 8.49M | 39,000 SF | Project Architect

Georgia State University | Clarkston, GA

- » Lab + Academic Building | Project Intern
- » Black Box Theater Renovation | Project Intern
- » Andrew Young School of Policy Studies | \$ 12.4M | 94,1115 SF | Project Architect
- » Andrew Young School of Policy Studies - 9th floor renovation

(* Indicates work completed with another firm.)

5.1.2.2
5.1.2.3

PROPOSED PROJECT STAFF



MARISA LOPEZ

Emerging Professional

Marisa will participate in the production of all drawings from schematic to construction, presentation drawings and documents, and BIM modeling. In concert with other design team members, she will provide input and ideation for design thinking in all scales and stages of the project.

EDUCATION

- » Bachelor of Architecture
Universidad del Zulia (Venezuela)
- » Business Innovation + Creativity
Certification
*Pontificia Universidad Catolica
Chile)*

YEARS WITH FIRMS

- » CCCA: 1 year
- » Others: 7 years

JOB ASSIGNMENTS*

APS Towns Elementary School

* Marisa serves as an Intern Architect

RELEVANT EXPERIENCE

Atlanta Public Schools | Atlanta, GA

- » Towns Elementary School | \$6.36M | 70,025 SF | Emerging Professional

Fulton County Schools | Atlanta, GA

- » North Springs High School | \$142M | 350,000 SF | Emerging Professional
- » Conley Hills Replacement School | \$45M | Emerging Professional
- » S. L. Lewis Elementary School

Cobb County School District | Cobb County, GA

- » South Cobb Gym + Renovation | \$142M | 335,000 SF | Emerging Professional

Universidad Rafael Urdaneta | Maracaibo, Venezuela*

- » 210,000 SF | Expansion Phse 3 (STEM Building, Food Court, Parking Lot + Plaza)*

Casa Pavez | Las Condes, Chile*

- » 2,500 SF | Design + Construction

Casa Navegantes | Providencia, Chile*

- » 3,400 SF | Design + Construction

(* Indicates work completed with another firm.)

5.1.2.2
5.1.2.3

PROPOSED PROJECT STAFF



FIONA GRANDOWSKI

Principal | Interior Design

Fiona guides CCCA's Interiors Studio in the integration of social dynamics, client philosophy, sustainable environments and user comfort, using this exploration to help define interior architectural form and substance. She will assist our team in finding effective, pragmatic & durable designs to optimize available construction funds by leveraging her extensive knowledge of interior architecture, lighting and durable building materials.

EDUCATION

- » Bachelor of Architecture
Virginia Polytechnic Institute and State University

YEARS WITH FIRMS

- » CCCA: 26 years
- » Others: 3 years

ACTIVE REGISTRATIONS

- » Georgia (Architecture + Interior Design)

PROFESSIONAL AFFILIATIONS

- » American Institute of Architects (AIA)
- » United States Green Buildings Council (USGBC)
- » International Interior Design Association (IIDA), Current Vice President
- » Rotary International

JOB ASSIGNMENTS*

J.W. Tull YMCA
Jackson Healthcare Allegro
Georgia State Univ. Bookstore Study

* Fiona serves as an Interior Lead

RELEVANT EXPERIENCE

Atlanta Public Schools | Atlanta, GA

- » Tuskegee Airmen Global Academy | \$27.6M | 105,000 SF
- » E. Rivers Elementary | \$23.8M | 112,000 SF | LEED Silver | Interiors
- » Bolton Academy | \$10.1M | Interiors
- » Coretta Scott King Young Women's Academy | \$41.1M | LEED Silver | Interiors
- » North Atlanta High School | \$100M | Interiors
- » T.H. Slater Elementary School | \$5.7M

Cobb County Schools | Cobb County, GA

- » Campbell High School Renovations
- #### Clarke County School District | Athens, GA
- » Clarke Central High School | \$31M | Interiors
 - » Whitehead Road Elementary School | \$16.4M | Interiors

Jackson Healthcare | Atlanta, GA

- » Allegro Renovations

Atlanta International School | Atlanta, GA

- » Adair Art, Science, Design Center (STEAM) | \$7.9M | Interiors
- » Student Activities Center | \$5M | Interiors

City Schools of Decatur | Decatur, GA

- » Athletics & Performing Arts Center | \$1.1M | Interiors
- » Career Academy Redevelopment ELC Training Center | \$2.9M | Interiors
- » Decatur High School Expansion | \$19.3M | Interiors
- » Renfroe Middle School Renovation | Interiors

Fulton County Board of Education | Fulton County, GA

- » Dunwoody Springs Elementary School | \$11.4M | Energy Star | Interiors
- » Hamilton E. Holmes Elementary School | \$13M | Energy Star | Interiors
- » Summit Hill Elementary School | \$10M | Energy Star | Interiors

Georgia State University | Atlanta, GA

- » Andrew Young School of Policy Studies | \$ 12.4M | 94,1115 SF | Interiors
- » Center for Excellence in Teaching and Learning (CETL) | \$1M | Interiors
- » Student Success Center | \$6.5M | Interiors
- » Bookstore Study
- » Center for Civic Engagement | Student Center Building | Interiors
- » Chemistry/Biology Labs Renovations
- » Collaborative University Research & Visualization Environment (CURVE) | \$1.2M
- » Library North Renovation + Addition | \$4.19M | Interiors
- » Courtyard and Panther Lounge Renovations

5.1.2.2

PROPOSED PROJECT STAFF

SUBCONSULTANTS

BREEDLOVE LAND PLANNING, INC. | Civil + Landscape

Breedlove Land Planning is a holistic firm of site design professionals that specializes in complete and thorough site analysis, conceptual planning and design, construction documentation and administration. Designers are trained to balance aesthetics with functionality. We approach efficient site designs through a lens of ecology, geology, and arts.

SHEAR STRUCTURAL | STRUCTURAL ENGINEERING (FBE/SBE/WOSB)

Shear Structural is Atlanta's only 100% women-owned and women-managed structural engineering firm. Founded in 2017, Shear Structural is solely focused on providing dedicated structural engineering services to architects, contractors, engineers, and designers in the Southeast. With over 50 years of combined structural engineering expertise, we specialize in a variety of building structures and market sectors. From structural assessment, feasibility, analysis, and review, to design, BIM, engineering and construction administration, our team is well-versed in today's construction methodology.

MATHESON-BALL & ASSOCIATES, INC. | M/P/FP

MBA provides mechanical engineering services to a variety of architects, contractors, and owners. The vast majority of the firm's work involves school facilities, averaging over 90% of the total firm volume in recent years. They have over 30 years' experience in providing cost effective, dependable mechanical engineering services to clients in Georgia. MBA has produced over 2,500 engineering projects for the school market since its formation, and many with DCSD and CCCA.

BOLDEN-WILLIAMS ASSOCIATES ASSOCIATES, INC. | Electrical Engineering

Since 1972, Bolden-Williams has specialized in the electrical engineering design of K-12 and higher education schools. We continually strive to build quality, successful, and enduring working relationships by offering the best possible design recommendations, construction budget input, and construction alternatives. Our firm has been privileged to work along side and developing long-term, successful relationships with several universities and technical schools, as well as numerous school districts throughout the State of Georgia, including DCSD.

CAMACHO ASSOCIATES, INC. | Food Service (MBE)

Camacho Associates, Inc. is a Professional Food and Laundry Facilities Design and Consulting Firm founded in 1962. Our highly qualified staff of specialists is continuously surveying and analyzing the ever-changing trends in this industry to guarantee our clients the most efficient modern facilities possible.

ADE CONSTRUCTION CONSULTANTS | Cost Estimating

ADE Construction Consultants, Inc. has established a philosophy for success that begins with the understanding that cost management is imperative and must begin in the design stages. As a contributing member of the Design Team, our staff provides thorough cost estimates and design reviews at various levels for design of each project. Especially in today's volatile climate, working closely with architects and engineers is vital to a successfully managed project.



5.1.2.3

PROPOSED PROJECT STAFF



J. MATTHEW TANNER, PE, ASCE, AEE, LEED AP

BREEDLOVE LAND PLANNING

PRINCIPAL | CIVIL ENGINEER | LANDSCAPING

Matt Tanner, PE, ASCE, LEED AP, is an Owner and Principal of Breedlove Land Planning, serving as the firm's Vice President of Engineering. His engineering background has accommodated a focused interest in site drainage, water quality, and storm water detention design, which has contributed to many of his projects being recognized for progressive and sustainable storm water systems. Matt's diverse project experience has included preliminary site design, construction documents, hydrology studies, permitting, construction administration, and site inspections for many educational, municipal, and sports facility projects.

EDUCATION

University of Georgia
Bachelor of Science in
Agricultural Engineering

REGISTRATION

» GA (Professional Engineer)
GSWCC Level II Certified
Design Professional

INDUSTRY EXPERIENCE

» 23 Years

RELEVANT EXPERIENCE

- » DeKalb County Schools Elementary School Prototype Facilities | Atlanta, GA
Principal Civil Engineer, 159,000 SF, \$25 M
Indian Creek Elementary School
Fernbank Elementary School
Peachcrest Elementary School
Barack Obama Elementary School
Rockbridge Elementary School
Austin Elementary School
Smokerise Elementary School
- » CCCA Project Experience
Terry College of Business Learning Community Phases II & III
Decatur High School Phase II
Decatur High School Addition



GARY CARAWAY, RLA, LEED AP BD+C

BREEDLOVE LAND PLANNING

PROJECT EXECUTIVE

Gary Caraway serves the firm as a landscape architect with the ability to transition from project executive to lead designer to meet various project needs. Gary specializes in the activation of public spaces, master planning and sustainable site design. His ability to optimize the balance between function and aesthetics is possibly his greatest strength. Gary currently serves on the United States Green Building Council's Georgia Market Leadership Advisory Board. He also serves as the Northeast Georgia Section Chair for the Georgia Chapter of the American Society of Landscape Architects.

EDUCATION

University of Georgia
Bachelor of Landscape
Architecture

REGISTRATION

» GA, NC, SC, TN (Professional
Landscape Architect)

INDUSTRY EXPERIENCE

» 18 Years

RELEVANT EXPERIENCE

- » DeKalb County Bus Parking Facility | DeKalb County, GA
Sr. Landscape Architect | 2,160 SF Bldg | (+/- 9 acres of parking)
- » Cobb County School District | Instructional Support Center
Sr. Landscape Architect | 100,000 SF | \$23 M
- » Walton High School Replacement Stage 2 | Cobb County, GA
Sr. Landscape Architect | 458,860 SF | \$87 M
- » CCCA Project Experience
KSU | The Summit Phase II Study
KSU iSTEM Building
KSU Freshman Housing | The Summit
Resurgeons Hall Charter School

5.1.2.3

PROPOSED PROJECT STAFF



HOLLY JEFFREYS, PE, SE

SHEAR STRUCTURAL

MANAGING PARTNER | STRUCTURAL ENGINEER

Holly Jeffreys has over 25 years of experience in structural engineering. In her role as Principal Structural Engineer, Holly's responsibility for this project will include engineering and designing structural systems, producing design calculations, and directing CADD technicians in producing construction documents. She will be responsible for shop drawing review, site visits during construction, and resolution of construction issues as related to the structure.

RELEVANT EXPERIENCE

- » DeKalb County Board of Education | Decatur, GA
Towers High School Culinary Arts Lab Improvements
- » DeKalb County Board of Education | Decatur, GA
Towers High School Classroom Addition
- » DeKalb County Board of Education | Atlanta, GA
Druid Hills High School Renovation - Security and Accessibility Improvements
- » DeKalb Academy of Technology & Environment | Stone Mountain, GA
Gymnasium & Practice Space Expansion
- » Cobb County Board of Education | Powder Springs, GA
McEachern High School, New Tennis Courts, Restroom and the Storage Building
- » Nesbit Elementary | Tucker, GA
Nesbit Elementary Additions and Renovations

EDUCATION

Georgia Institute of Technology
Bachelor of Civil Engineering

REGISTRATION

- » GA (PE, SE); FL; TN; LA; VA

INDUSTRY EXPERIENCE

- » 25 Years



GREG COX, PE, LEED AP

MATHESON-BALL & ASSOCIATES

ENGINEER OF RECORD

Mr. Cox is a registered professional engineer with extensive experience in the design of heating, ventilating and air conditioning (HVAC) systems for educational, commercial, institutional, industrial, health care, and governmental clients. During the past 36 years, he has demonstrated an understanding of HVAC systems and their relationship to the total building program. He has been involved in the study and design of systems for many HVAC system and control schemes.

RELEVANT EXPERIENCE

- » Chamblee Replacement High School | Chamblee, GA
Engineer of Record | \$54 M | 285,000 SF
- » Cedar Grove High School Performing Arts Center | DeKalb County Schools, GA
Engineer of Record | \$12 M | 25,000 SF
- » New Cherokee County High School | Canton, GA
Engineer of Record | \$130 M | 500,000 SF
- » Discovery High School | Lawrenceville, GA
Engineer of Record | \$70 M | 650,000 SF
- » Seckinger High School | Buford, GA
Engineer of Record | \$97 M | 500,000 SF
- » Paul Duke STEM High School | Norcross, GA
Engineer of Record | \$40 M | 300,000 SF

EDUCATION

Southern Polytechnic
Bachelor of Science Mechanical
Engineering Technology

REGISTRATION

- » GA (Professional Engineer
#023289)

INDUSTRY EXPERIENCE

- » 36 Years

5.1.2.3

PROPOSED PROJECT STAFF



R. SCOTT BROWN, PE
MATHESON-BALL & ASSOCIATES
HVAC | PRINCIPAL IN CHARGE

Mr. Brown is a registered professional engineer with extensive experience in the design of heating, ventilating and air conditioning (HVAC) systems for educational, commercial, institutional, industrial, health care, and governmental clients. During the past 22 years, he has demonstrated an understanding of HVAC systems and their relationship to the total building program. He has been involved in the study and design of systems for many HVAC system and control schemes.

RELEVANT EXPERIENCE

- » Chamblee High School | Chamblee, GA
Project Administrator | \$54 M | 285,000 SF
- » New Cherokee County High School | Canton, GA
Project Engineer | \$130 M | 500,000 SF
- » Discovery High School | Lawrenceville, GA
Project Engineer | \$70 M | 650,000 SF
- » Paul Duke STEM High School | Norcross, GA
Project Engineer | \$40 M | 350,000 SF
- » Seckinger High School | Norcross, GA
Project Engineer | \$97 M | 500,000 SF
- » East Forsyth High School | Norcross, GA
Project Engineer | \$90 M | 430,000 SF

EDUCATION

Bob Jones University
Bachelor of Science in Finance
with Physics and Mathematics

REGISTRATION

- » Professional Engineer:
Georgia #35591

INDUSTRY EXPERIENCE

- » 22 Years



RONALD L. BOLDEN, PE
BOLDEN-WILLIAMS & ASSOCIATES
PRINCIPAL | ELECTRICAL ENGINEER

Ronald Bolden has 58 years' experience in Electrical Engineering, is a Registered Professional Engineer in Georgia and 6 other states, and has been in private practice in his own firm for 49 years. Ron built his firm on a commitment to excellence in serving the client, and believes it is essential that the engineering designer understands and appreciates the aesthetic and functional requirements of the project.

RELEVANT EXPERIENCE

- » 1972-Present | Principal, Bolden-Williams & Associates, Inc.
Bolden-Williams offers design of lighting, power distribution, data cabling systems, telecommunications systems, audio-visual systems, and nurse call, fire alarm, and security systems for commercial, institutional, educational buildings, health care, industrial, and governmental facilities. As Principal, Ron is responsible for the scheduling and quality control, and provides guidance, recommendations and advice on all projects.
- » 1963-1972 | Electrical Engineer, Simons-Eastern Company | Atlanta, GA
During his tenure, Ron was head of the Electrical Section of Subsidiary Companies formed by Simons-Eastern for the purpose of branching into the field of Commercial Architecture.
- » 1958-1963 | Design Engineer, Westinghouse Electric Corporation
Responsible for the design for manufacture of switchgear, switchboards, motor control centers, panelboards and bus ducts.

EDUCATION

Georgia Institute of Technology
Bachelor of Electrical
Engineering

Georgia State University
Masters of Business
Administration

REGISTRATION

- » GA, AL, FL, NC, SC, TN, VA

INDUSTRY EXPERIENCE

- » 58 Years

5.1.2.3

PROPOSED PROJECT STAFF



JEFFREY B. WILLIAMS

BOLDEN-WILLIAMS & ASSOCIATES

PROJECT MANAGER + ELECTRICAL DESIGNER

Jeff Williams has 32 years' experience in Electrical Engineering with Bolden-Williams & Associates, Inc. His consulting background includes electrical design for educational facilities, manufacturing, residential, warehouse projects, office buildings, hotels, religious buildings, banks, medical facilities, and recreational facilities. Jeff's vast experience and extensive knowledge of lighting and the newest light sources allows us to provide clients with the latest information and techniques available in the lighting field. Jeff is also a Registered Communications Distribution Designer where his proficiency continues into the area of low-voltage systems design.

EDUCATION

West Georgia College
Bachelor of Arts

REGISTRATION

» Registered Communications
Distribution Designer (RCDD)

INDUSTRY EXPERIENCE

» 32 Years

RELEVANT EXPERIENCE

» 1991-Present | Project Manager+Electrical Design Engineer, Bolden-Williams & Associates, Inc. Engineer with Bolden-Williams & Associates, Inc. Responsible for complete power, lighting, and telecommunications design for a wide variety of projects. Responsibilities of specific projects include lighting design and calculations, power distribution, single line diagrams, fault current calculations and voltage drop. Jeff's position includes design of special systems such as fire alarm, data/voice cabling, voice evacuation, nurse call, security, intercom, television, and dimming systems.



JAMES C. CAMACHO, FCSI, CSI

CAMACHO & ASSOCIATES

PRESIDENT | CHIEF DESIGNER

James C. Camacho, FCSI, CSI, President, is a professional Foodservice Design Consultant with 44 years of experience. As President of camacho he is the chief designer and oversees all projects from conception to startup. Mr. Camacho's responsibilities are to ensure that all projects are completed in accordance with the criteria, scope, design, budget and all technical phases. The typical phases of design and consulting services provided are preliminary planning and counseling; design development; final plans and specifications; shop drawing and submittals; and supervisory.

EDUCATION

DeKalb College
Business

INDUSTRY EXPERIENCE

» 44 Years

RELEVANT EXPERIENCE

CCCA Project Experience

- » DeKalb County School District | Greater Atlanta, GA
Smoke Rise Elementary School | Stone Mountain, GA
- » Fulton County School District | Greater Atlanta, GA
Conley Hills Elementary School | East Point, GA
- » Georgia Institute of Technology | Atlanta, GA
West Village Dining Study
- » Jones Center at Ichauway | Albany, GA
- » Emory University | Oxford College | Oxford, GA
Oxford College
- » Kennesaw State University | Marietta, GA
New Student Housing Cafe/Market

5.1.2.3

PROPOSED PROJECT STAFF



DAN ERGLE, CPE

ADE CONSTRUCTION CONSULTANTS, INC.
PRESIDENT

Dan Ergle's construction experience includes Engineering, Surveying, Project Management, and Estimating. Projects have included churches, schools, gymnasiums, health care facilities, college facilities, commercial structures of all types, municipal facilities, and industrial projects. Work has been performed for public and private owners. Project costs have ranged from less than one hundred thousand to over three hundred twenty-five million. This wide range of experience enables Dan Ergle to successfully lead a team in the preparation of reviews or cost estimates in a detailed and professional manner, providing the Owner or Architect with a knowledge of the total scope of work. Attention to detail and cost issues produces a significant savings to the Owner during contract or change order negotiations.

EDUCATION

Southern Technical Institute
Associate in Engineering

CERTIFICATIONS

- » Certified Professional Estimator (CPE)
- » Construction Document Technician (CDT)

INDUSTRY EXPERIENCE

- » 47 Years

RELEVANT EXPERIENCE | MARKET SECTORS

Aviation

Hospital & Medical Building

Federal Courthouses

Professional Sports Stadiums

Higher Education

Hi Rise & Multifamily Residential

Sports & Recreation

Health & Research Laboratories

Retail & Distribution Facilities

K-12 Educational

State & Local Parks

Parking Facilities

Historic Preservation & Restoration

Mixed Use



5.1.3.1

WORKLOAD

5.1.3 - Workload: As part of the evaluation criteria, the Committee will review the firms and their sub-consultants current workload. If the submitting firm is a joint venture, the Committee will review the current workload of each of the firms comprising the submitting entity.

5.1.3.1 - Firms and their sub-consultant(s) shall provide a list of outstanding projects, client names, status of completion, anticipated completion date, and dollars committed on open project workload.

COLLINS COOPER CARUSI ARCHITECTS, INC.

Client Project Name	Status of Completion	Anticipated Completion	Dollars Committed
YMCA Andrew Young Recreation Center	80% CA	05-2024	\$490,050
J.W. Tull YMCA	20% CA	05-2024	\$160,000
Dept. of Natural Resources Vogel State Park Visitor Center	100% CA	07-2024	\$283,400
The Weber School Athletic Center	100% CA	08-2024	\$1,173,096
Fulton County Schools Conley Hills Elementary School	100% CA	08-2024	\$2,328,265
Fulton County Schools North Springs High School	80% CD	08-2027	\$6,814,375
Kennesaw State University Interdisciplinary STEM Building	80% CD	08-2025	\$2,229,842
Duval County Schools Southside Elementary School	100% CA	08-2024	\$1,848,500
Cobb County Schools South Cobb HS Competition Gym	100% CA	08-2024	\$1,278,342
Cobb County Career Academy	5% SD	08-2026	\$700,000
UGA D.W. Brooks Drive - District Energy Plant	5% SD	08-2026	\$600,000
Atlanta Public Schools Towns Elementary School	40% DD	08-2025	\$458,000
GSU 55 Park Place Andrew Young School of Policy Studies	100%CD	08-2025	\$90,000
GSU Bookstore Study	5% SD	n/a	\$33,800

BREEDLOVE LAND PLANNING

Client Project Name	Status of Completion	Anticipated Completion	Dollars Committed
UGA West Dining Hall	100% SD	Fall 2024	\$120,000
Dresden Elementary School Replacement	30% CD	Spring 2024	\$110,000
UGA First Year Residence Hall	100% SD	Fall 2024	\$180,000
UGA Park & Ride Phase 5	100% SD	Spring 2024	\$45,000
UGA Track & Field	SD	Spring 2024	\$45,000
Newton County Turf Conversions	SD	Summer 2024	\$75,000
Archer Middle School	CA	Summer 2025	\$40,000
Clarke Middle School	CA	Summer 2025	\$40,000
Annunciation Day School Field Conversion	Permitting	Winter 2024	\$3,500
Free Home ES	CA	Fall 2024	\$21,000
Glenwood Soccer Complex	PERMITTING	Fall 2024	\$13,000
UGA Indoor Tennis Facility	CA	Spring 2024	\$6,000
Rockdale County Judicial Complex	SD	Spring 2026	\$351,000
KSU Interdisciplinary STEM Building	CD	Fall 2025	\$34,000
UGA Riverbend Farms	CD	Spring 2025	\$31,000
George Peirce Park Synthetic Turf	CA	Summer 2024	\$10,000

5.1.3.1

WORKLOAD

SHEAR STRUCTURAL

Client Project Name	Status of Completion	Anticipated Completion	Dollars Committed
DeKalb County DeKalb Fire Station	95% Complete	2024	\$10,000
Arbor Montessori School	50% Complete	2024	\$50,000
Hank Aaron Academy	60% Complete	2024	\$25,000
Northwest Classical Academy	100% Complete	2025	\$5,000
Henry County E911 Center	25% Complete	2024	\$75,000

MATHESON-BALL AND ASSOCIATES, INC.

Client Project Name	Status of Completion	Anticipated Completion	Dollars Committed
Fulton County Schools North Springs High School	50% CDs	5-2024	\$400,000
Atlanta Public Schools Townes Elementary School Renovation	20% CDs	3-2024	\$65,000
Fulton County Schools SL Lewis Elementary School	10% CDs	3-2024	\$85,000
DeKalb County School Sequoyah Middle School/High School	10% CDs	6-2024	\$700,000
Cherokee County Schools Boston Elementary School Renovation	95% CDs	12-2024	\$125,000
Forsyth County Schools Forsyth Cluster 2 Renovation	5% CDs	3-2024	\$50,000

BOLDEN-WILLIAMS & ASSOCIATES, INC.

Client Project Name	Design Phase Complete	Construct Phase Complete	Anticipated Completion	Dollars Committed
Fayette County Schools Fayetteville ES-Addition	100%	80%	2023	\$75,000
Fayette County Schools Kedron ES-Addition	100%	40%	2023	\$10,000
Atlanta Public Schools Northwest Transportation	100%	20%	2023	\$18,000
DeKalb County Schools Woodridge Elementary School	100%	10%	2023	\$34,200
DeKalb County Schools Laurel Ridge Elementary School	100%	10%	2023	\$35,500
Fulton County Schools Conley Elementary School	100%	20%	2024	\$76,000
Cobb County Schools South Cobb High School Gymnasium	100%	20%	2024	\$80,000
DeKalb County Schools DeKalb School Lighting Upgrades	100%	0%	2024	\$250,000
Fulton County Schools FCSS North Maintenance	100%	0%	2024	\$30,000
Fulton County Schools North Springs High School	30%	0%	2025	\$275,000
University of Georgia UGA Greenhouses	50%	0%	2024	\$80,000
Fulton County Schools Heritage Elementary School	100%	0%	2024	\$68,000
Georgia Tech GA Tech Lab Updates	50%	0%	2025	\$50,000
Atlanta Public Schools Townes Elementary School	10%	0%	2025	\$65,000
Fulton County IDF/MDF Rooms	100%	0%	2024	\$80,000

5.1.3.1

WORKLOAD

CAMACHO AND ASSOCIATES, INC.

Client Project Name	Percentage Complete	Estimated Completion	Dollars Committed
New Social Circle Elementary School	100% BN	Fall 2024	\$16,700
Fairhaven Forest City Senior Living	50% CD	Winter 2024	\$5,000
Pulaski Prison	100% BN	Late Fall 2024	\$69,000
Hays Prison	100% CD	Winter 2024	\$81,000
North Cobb Christian School	100% BN	Late Fall 2024	\$28,625

ADE CONSTRUCTION CONSULTANTS

Client Project Name	Status of Completion	Estimated Completion	Dollars Committed
Fulton County Schools North Springs High School (Replacement)	Design	Spring 2025	\$135,000
DeKalb County School District Sequoyah Middle+High Schools	Design	Fall 2024	\$185,000
Clayton County Public Schools Mt. Zion High School Renovations	Design	Spring 2024	\$90,000
DeKalb County School District Cross Keys High School	Design	Spring 2025	\$125,000
Fulton County Schools River Trail Middle School Renovations	Design	Fall 2024	\$45,000



5.1.5

DESIGN FEE

5.1.5 - Design Fee.

5.1.5.1 - Indicate your proposed Design Fee for the Services and Work as required by the Proposal documents and the Owner's Agreement. Use Owner's Design Fee Form (Attachment C) included in this Request for Qualifications.

Our Design Professional Rate Schedule (Attachment C) has been uploaded on lonwave as requested.

5.1.5.2 - Indicate any breakdown of the proposed Design Fee as required by the attached form.

Design Fees are not required with this submission.

5.1.5.3 - Acknowledge receipt of addendum, if any.

We have received the following Addenda:

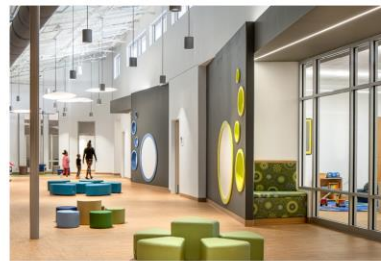
Addendum #1 | 08 January 2024

Addendum #2 | 12 January 2024

Addendum #3 | 24 January 2024

5.1.6 - References: The Firm must demonstrate a positive relationship with prior clients on similar projects.

5.1.6.1 - The firm shall submit a minimum of three (3) written recommendations from previous owners and discuss their strategy to provide a positive working relationship with DCSD. This strategy must include actual examples of how the firm has demonstrated their cooperation with other Owners. DCSD reserves the option of contacting any of the references provided to confirm information provided.





One Team, One Goal: Student Success

514 Glover Street
Marietta, GA 30060
Telephone: (770) 426-3300
www.cobbk12.org

October 27, 2022

To Whom It May Concern:

As a representative of the Cobb County School District, it is my pleasure to provide this letter of recommendation for Collins Cooper Carusi, Architects (CCC). CCC has provided design services for both Renovations and New Facilities within our district. Most recently completed projects included a New Gymnasium, Performing Arts Center and Classroom Facilities at one of CCSD's largest High School. The project met the goals that were established during the planning and design process and the functionality of the renovated and new spaces improved the educational experiences of our students.

Working with Collins Cooper Carusi, Architects has been a very pleasant experience and I would recommend them to any potential client.

If you have any questions in regards to the projects and/or my experience with CCC, please feel free to give me a call or send an email. My number is 770-590-4583 and my email address is Henry.Gomez@Cobbk12.org.

Sincerely,

A handwritten signature in blue ink, consisting of several fluid, overlapping loops and a trailing end.

Director of Planning & Construction
Cobb County School District

BOARD OF EDUCATION

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Randy Scamihorn • Jaha Howard • Leroy Tre' Hutchins • Charisse Davis • Brad Wheeler

SUPERINTENDENT

Chris Ragsdale



FACILITIES SERVICES
1631 LAFRANCE STREET
ATLANTA, GEORGIA 30307

JERE J. SMITH III, AIA
DIRECTOR OF CAPITAL IMPROVEMENTS
(404) 802-3736
FAX (404) 802-3897
jersmith@atlanta.k12.ga.us

March 1, 2018

Re: Collins Cooper Carusi, Architects
Letter of Reference

To Whom It May Concern,

Please accept this letter of reference for Collins Cooper Carusi, Architects (CCC). CCC is currently approved to provide Architectural services to the Atlanta Public Schools (APS) and has been the Architect for several renovation and new construction projects since 2002 in the district's ongoing Capital Improvement Program.

Collins Cooper Carusi, Architects has played a primary role in the success of several major complex projects providing comprehensive Architectural services including planning, design, permitting and construction administration. Team members from CCC worked closely with Atlanta Public Schools staff and our Construction Manager to confirm that the design met the APS needs, scope and budget requirements. The staff from CCC has always been attentive, responsive, diligent and through.

We are currently working with Collins Cooper Carusi, Architects designing a new elementary school and I would readily utilize their services again on similar projects if the needs and conditions allowed. If you have any questions, please feel free to contact me at 404 802-3736.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jere J. Smith III', written over a light blue circular stamp.

Jere J. Smith III, AIA
Director of Capital Improvements

For school system directory information, dial 404-802-3500. The Atlanta Public School System does not discriminate on the basis of race, color, religion, sex, age, national origin, disability, veteran status, marital status, or sexual orientation in any of its employment practices, educational programs, services or activities. For additional information about nondiscrimination provisions, please contact the Office of Internal Resolution, 130 Trinity Avenue, S.W., Atlanta, Georgia, 404-802-2362.



BOARD OF EDUCATION

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Franchesca Warren
Mike Looney, Ed.D., Superintendent*

November 1, 2023

To whom it may concern:

Please accept this letter as my full endorsement of Collins Cooper Carusi Architects (CCCA). I am confident that their experience and leadership qualifies them to satisfy the requirements set forth by your building program.

In my position as Director of Capital Planning for Fulton County Schools, I have had the pleasure of working with CCCA on multiple projects, including new design projects, prototype implementations, as well as assistance with the development of our district Educational Specifications.

CCCA is currently working with us on three new schools at various stages: one elementary prototype school under construction and one under design, and one new-design high school that contains a performing arts magnet program. CCCA has excelled in the area of planning, conceptual design, and design development for that school. Their creativity, flexibility, and ability to be a team player has been outstanding. They have continually adapted to the changing needs of the district. Their knowledge and expertise is superb, and throughout the design process CCCA has maintained a high level of communication. They are truly dedicated to us as a client.

While the design on this high school is not yet complete, our lengthy relationship with Collins Cooper Carusi gives us confidence that as we move through design and into construction, the project will be a success.

Please do not hesitate to contact me should you have any questions or require any additional information regarding this recommendation of Collins Cooper Carusi.

Best regards,

Diana D. Quinn, PE, LEED AP

Director of Capital Planning | Fulton County School System
6201 Powers Ferry Road NW | Atlanta, GA 30339
470-254-2235 Direct Office | 770-371-8118 Cell
quinnd1@fultonschools.org | www.fultonschools.org





May 3, 2023

To Whom It May Concern:

Please accept this letter of reference for Collins Cooper Carusi, Architects (CCA). CCA is currently approved to provide architectural services to The Weber School for its current multi-year campus expansion. Included in this expansion is the space analysis, planning, design, permitting, and construction administration of the following projects _

- 1) Renovation of our basement and building of a new Music and Performance Center,
- 2) 36,000SF Athletic Complex,
- 3) Six-lane track and field area surrounding our soccer field
- 4) Additional classrooms for our growing student population.

While this construction is ongoing, our school remains in session. Our students, faculty, and parents are very excited about the work that CCA is overseeing. Team members from CCA work closely with The Weber School staff and our Construction Manager to confirm that the projects meet our needs and are on schedule and within budget. Their staff are excellent listeners, respond quickly, and are extremely easy to work with. They are detailed in their work, and effective. clear communicators. We have tremendous chemistry with each of the staff who have been introduced to us.

There is no ego here. Sandy Cooper and his team continue to focus on what is best for the school and provide creative, well-thought-out, practical solutions when we need them. I recommend Sandy Cooper and CCA to everyone who asks. I look forward to working with them over the next 14 months or as much as I have in the past year.

Please do not hesitate to reach out if you have additional questions.

Sincerely,

Paul Ginburg
Associate Head of School, CAO

4.3.5.2

RELATED EXPERIENCE | LIABILITY INSURANCE

	CERTIFICATE OF LIABILITY INSURANCE	COLLCOO-01	SCHULZES
			DATE (MMDD/YYYY) 1/19/2024
<p>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.</p>			
<p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or 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).</p>			
<p>PRODUCER Insurance Office of America 100 Galleria Parkway Suite 600 Atlanta, GA 30339</p>	<p>CONTACT NAME: Sharon Schulze PHONE (A/C, No, Ext): (770) 250-0179 FAX (A/C, No): (678) 919-1151 E-MAIL ADDRESS: Sharon.Schulze@ioausa.com</p>		
INSURED		INSURER(S) AFFORDING COVERAGE	
<p>Collins Cooper Carusi Architects, Inc. 3391 Peachtree Road NE Suite 400 - The Lenox Overlook Atlanta, GA 30326</p>		INSURER A : Travelers Indemnity Company 25658	
		INSURER B : Travelers Property Casualty Company of America 25674	
		INSURER C : Continental Casualty Company 20443	
		INSURER D :	
		INSURER E :	

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:			
<p>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 SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>							
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MMDDYY)	POLICY EXP (MMDDYY)	LIMITS
A	X COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			6803P846611	12/17/2023	12/17/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
<p>GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PER POLICY <input checked="" type="checkbox"/> LOC OTHER:</p>							
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			6803P846611	12/17/2023	12/17/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	X UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CUP3P849152	12/17/2023	12/17/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	UB0T268503	12/17/2023	12/17/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liab.			AEH006088501	3/17/2023	3/17/2024	Each Claim \$ 5,000,000
C	Claims-Made			AEH006088501	3/17/2023	3/17/2024	Aggregate \$ 5,000,000
<p>DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Any person or organization where required by written contact is an Additional Insured with respect to General Liability and is primary & non-contributory per form #CGD381 09/15, additional insured with respect to Hired/Non-Owned Auto Liability per form #CGD381 09/15 and additional insured with respect to Umbrella Liability and is primary & non-contributory per form #EU0001 07/16. Waiver of subrogation is in favor of the additional insured with respect to General Liability & Hired/Non-Owned Auto Liability per form #CGD381 09/15, with respect to Workers Compensation per form #WC000313 04/84 and with respect to Umbrella Liability per form #EU0001 07/16. 30 days' notice of Cancellation with 10 days' notice for non-payment of premium in accordance with the policy provisions.</p>							
<p>Re: RFQu No. 24-762-017</p>							

<p>CERTIFICATE HOLDER</p> <p>DeKalb County Board of Education Operations Division Sam A. Moss Service Center 1780 Montreal Road Tucker, GA 30084-6705</p>	<p>CANCELLATION</p> <p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE <i>Jeff Michell</i></p>
--	---

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CITY OF ATLANTA
55 Trinity Avenue SW

PROFESSIONAL LICENSE CERTIFICATE
VALID ONLY WHEN OCCUPATION
REGISTRATION TAX REQUIREMENTS ARE PAID

Issued To: Collins Cooper Carusi
Mailing Address: No address listed under the contact
License Number: LPR-190556-2020
Issued Date: 1/23/2024
Expiration Date: 12/31/2024

License Type: Professional
Classification: Architect
Fees Paid: \$400.00

2024

Mohamed Balla

Mohamed Balla, Chief Financial Officer

DISPLAY THIS CERTIFICATE IN A CONSPICUOUS PLACE AT BUSINESS LOCATION. NOT VALID IF BUSINESS LOCATION DOES NOT COMPLY TO CITY ZONING REQUIREMENTS. NOT VALID UNLESS ACCOMPANIED BY STATE OF GEORGIA LICENSE(S) IS REQUIRED. CERTIFICATE NOT TRANSFERABLE IF BUSINESS TERMINATES OR CHANGES OWNERSHIP DURING CERTIFICATE PERIOD. CALL THE BUSINESS LICENSE OFFICE AT 404-330-6270 THIS CERTIFICATE IS SUBJECT TO ALL APPLICABLE ORDINANCES AND LAWS.b>

TO BE POSTED IN A CONSPICUOUS PLACE

ATTACHMENT A: ARCHITECT/ENGINEER CHECKLIST AND CERTIFICATION

The undersigned, hereby acknowledges having received **Request for Qualifications (RFQu) No. 24-752-023** for Project No. **N/A**; **Professional A/E Services** containing a full set of documents:

Owner's Project Specific Information

- Appendix B: Design Review-Minimum Submittal Requirements (10 pages)
- Appendix C1: Elementary School Educational Specifications (45 pages)
- Appendix C2: Middle School Educational Specifications (82 pages)
- Appendix C3: High School Educational Specifications (122 pages)
- Appendix D: DCSD 2020 Vision – Educational Specifications and Design Guidelines (85 pages)
- Appendix I: Continuing Contract for Professional Services (37 pages)

IMPORTANT NOTICE: The omission of any of the required items listed below shall cause the bid submission to be declared non-responsive and to be rejected.

Owner's Standard Forms:		Include with Proposal	Check Box to Confirm Inclusion
Attachment A	Architect/Engineer Checklist and Certification (2 pages)	YES	<input checked="" type="checkbox"/>
Attachment B1	Corporate Certificate (1 page)	B1 or B2 or B3 as applicable	<input checked="" type="checkbox"/>
Attachment B2	Partnership Certificate (1 page)		<input type="checkbox"/>
Attachment B3	Entity Certificate (1 page)		<input type="checkbox"/>
Attachment C	Design Professional Rate Schedule (5 pages)	YES	<input checked="" type="checkbox"/>
Attachment D	Offeror's and Individuals' Affidavit of Noncollusion (2 pages)	YES	<input checked="" type="checkbox"/>
Attachment E	Conflict of Interest Disclosure Affidavit (2 pages)	YES	<input checked="" type="checkbox"/>
Attachment F	Consent to Release Information (1 page)	YES	<input checked="" type="checkbox"/>
Attachment G	Immigration and Security Certification (2 pages)	YES	<input checked="" type="checkbox"/>
Attachment H	No Submittal Response Form (1 page)	N/A	
Other Requirements:		Include with Proposal	Check Box
Copy of Business License and Certificates		YES	<input checked="" type="checkbox"/>
Certificate of Insurance		YES	<input checked="" type="checkbox"/>
Electronic Version of bid documents		YES	<input checked="" type="checkbox"/>

Indicate **Addenda(s) Nos.** Addenda received stated below received (**none unless indicated here**). The Architect/Engineer is responsible for reading and understanding all sections of this RFQu, and affirms that the Architect/Engineer shall be bound by all of the terms and conditions contained in this RFQu.

- Addendum #1, 01 January 2024
- Addendum #2, 12 January 2024
- Addendum #3, 24 January 2024

Further, the undersigned, being duly sworn, states on oath that no disclosures of ownership have been withheld from the Board, that the information provided herein is current, and Architect/Engineer and its officers and employees have not entered into any agreement with any other Architect/Engineer or prospective Architect/Engineer or with any other person, firm or corporation relating to any prices or other terms named in this RFQu or any other RFQu, nor has it entered into any agreement or arrangement under which a person, firm or corporation is to refrain from responding to this RFQu.

Name of Architect/Engineer: Collins Cooper Carusi Architects, Inc.

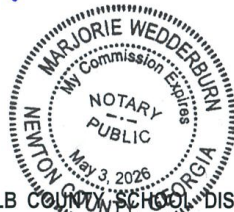
Signature:  Printed Name: Samuel R. Cooper, AIA

Title: Principal Date: 01 February 2024

Sworn to and subscribed before me this 1st day of February, 2024

Notary Public: Marjorie Wedderburn My commission expires: 5/3/26

(SEAL)



THE DEKALB COUNTY SCHOOL DISTRICT RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS AND TO WAIVE INFORMALITIES.

ATTACHMENT B1: CORPORATE CERTIFICATE

STATE OF Georgia
COUNTY OF Fulton

I, Samuel R. Cooper, AIA, certify that I am the Secretary of the corporation named as offeror in the foregoing proposal; that Samuel R. Cooper, AIA who signed said proposal on behalf of the offeror was then Principal of said corporation; that said proposal was duly signed for and in behalf of said corporation by authority of its Board of Directors, and is within the scope of its corporate powers; and that said corporation is organized under the laws of the State of Georgia.



[signature]

Samuel R. Cooper, AIA

[typed name]

Subscribed and sworn to before me this 1st day of February, 2024.

(SEAL)



Marjorie Wedderburn
Notary Public

My Commission Expires:
5/3/26

ATTACHMENT C: DESIGN PROFESSIONAL RATE SCHEDULE

Project Name: **Professional Architectural/Engineering Services**

RFQu No: 24-752-017

Project No: N/A

RFQu Date: **December 14, 2023**

Page 1 of 5

DeKalb County Board of Education
 Sam A. Moss Service Center
 1780 Montreal Road
 Tucker, Georgia 30084

In compliance with DCSD's Request for Qualifications, the undersigned Architect,

Collins Cooper Carusi Architects, Inc.

[legal name of Architect]

3391 Peachtree Road, NE, Suite 400

Atlanta, GA 30326

[address of Architect]

404.873.0001

[telephone number of Architect]

scooper@collinscoopercarusi.com

[email address of Architect]

having carefully examined the site of the Project and the Owner's Criteria, and having carefully examined the proposed Continuing Contract Form for Professional Services between the DeKalb County Board of Education and the Architect, (Appendix I and the Owner's standard forms and other documents included in the Request for Qualifications and any Addenda thereto for **DCSD Project Nos. N/A Architectural/Engineering Services** proposes and agrees, if this proposal is accepted, to enter into a contract with the Owner in the exact form provided in the Request for Qualifications and to perform the Design Services and Work in conformance with the Contract Documents, in the time stated therein, for the Contract Price set forth below, and submits the following proposed compensations and fees and other matters set forth below:

- a. Please provide the hourly rates as required in Section 4.2. of the Agreement (Appendix I) in the following manner are indicated below. (These hourly rates will be added to the contract as Exhibit D for this project):

Title/Position	Hourly Rate
Principal:	\$ <u>210</u> per hour
Director:	\$ <u>155</u> per hour
Sr. Project Architect/Project Manager:	\$ <u>110</u> per hour
Project Architect:	\$ <u>110</u> per hour
Project Manager:	\$ <u>110</u> per hour
Project Coordinator:	\$ <u>100</u> per hour
Interior Designer:	\$ <u>110</u> per hour
Project Captain:	\$ <u>90</u> per hour
Technical Staff:	\$ <u>110</u> per hour
Contract Administrator:	\$ <u>85</u> per hour
Clerical:	\$ <u>50</u> per hour

Project Name: **Professional Architectural/Engineering Services**

RFQu No: 24-752-017

Project No: N/A

RFQu Date: **December 14, 2023**

Page 2 of 5

Estimator:	\$ <u>85</u> per hour
Scheduler:	\$ <u>90</u> per hour
Designer:	\$ <u>85</u> per hour
CADD:	\$ <u>65</u> per hour
Civil Engineer	\$ <u>175</u> per hour
Junior Civil Engineer	\$ <u>140</u> per hour
Civil Draftsman	\$ <u>110</u> per hour
Structural Engineer	\$ <u>195</u> per hour
Junior Structural Engineer	\$ <u>155</u> per hour
Structural Draftsman	\$ <u>135</u> per hour
Mechanical Engineer	\$ <u>190</u> per hour
Junior Mechanical Engineer	\$ <u>150</u> per hour
Mechanical Draftsman	\$ <u>125</u> per hour
Electrical Engineer	\$ <u>140</u> per hour
Junior Electrical Engineer	\$ <u>120</u> per hour
Electrical Draftsman	\$ <u>90</u> per hour
Fire Protection Engineer	\$ <u>115</u> per hour
Junior Fire Protection Engineer	\$ <u>90</u> per hour
Fire Protection Draftsman	\$ <u>105</u> per hour
FF&E Coordinator	\$ <u>80</u> per hour
Others as appropriate	\$ _____ per hour

- b. Please provide a list of Design Professional's senior staff, subconsultants and subcontractors who will be assigned to provide the services required under this contract. This list will be included as Exhibit C in the contract.

<u>NAME</u>	<u>FUNCTION</u>
Sandy Cooper	CCCA I Principal-in-Charge
Brett Norton	CCCA I Project Manager I
Ken Leach	CCCA I Project Manager II
Dawn Franklin	CCCA I Project Architect
Marisa Lopez	CCCA I Emerging Professional
Fiona Grandowski	CCCA I Principal I Interiors
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Civil: Breedlove Land Planning: J. Matthew Tanner & Gary Caraway

Structural: Shear Structural: Holly Jeffreys

Mechanical: Matheson Ball (M/P/FP): Greg Cox; E. Scott Brown

Plumbing: Matheson Ball (M/P/FP): Greg Cox; E. Scott Brown

Electrical: Bolden Williams (E): Ronald Bolden; Jeffrey B. Williams

Kitchen Consultant: Camacho Food Service: James Camacho

Cost Consulting: ADE Construction Consulting: Dan Ergle

- c. The undersigned Architect hereby acknowledges receipt of the following Addenda:
[insert the number and date of each Addendum; if none, insert "None"]
Addendum #1, 01 January 2024; Addendum #2, 12 January 2024
Addendum #3, 24 January 2024
- d. The Architect understands that the Owner reserves the right to reject any or all Proposals, and to waive any technicalities or informalities.
- e. The Architect agrees that this Proposal may not be withdrawn for a period of one hundred and twenty (120) calendar days after the date and time fixed for receiving said Proposals.
- f. The undersigned Architect agrees that if it is notified in writing by mail, telegraph, facsimile or hand-delivery of the acceptance of this Proposal, via Notice of Award or otherwise, within ninety (90) calendar days after the date and time fixed for receiving said Proposals, the undersigned Architect will execute, within five (35 business days of the date of the notice, a contract for the Design Services and the Work in accordance with the Request for Qualifications in the exact form provided therein for the Contract Price as agreed upon by the Owner and Architect.
- g. The undersigned Architect agrees to commence the Design Services under the Owner's form of contract after its receipt of a written Work Authorization from the Owner.

By submission of the Proposal, Architect represents and warrants that:

- (1) Architect has read and understands the Proposal Documents and the Proposal is made in accordance therewith;
- (2) Architect has read and understands the bidding or proposal documents or contract documents for other portions of the Project, if any, being bid or offered concurrently or presently under construction, to the extent that such documentation relates to the Design Services or the Work for which the Proposal is submitted;
- (3) the Proposal is based upon furnishing all of the Design Services and the Work, and other things required by the Proposal Documents; and
- (4) all facts stated in the Proposal are true and correct.

Project Name: **Professional Architectural/Engineering Services**

RFQu No: **24-752-017**

Project No: **N/A**

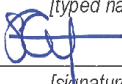
RFQu Date: **December 14, 2023**

Page 4 of 5

By submission of this Proposal, the Architect certifies that this Proposal has been derived independently, without consultation, communication or agreement as to any matter relating to this Proposal with any other Architect or with any competitor. The Architect hereby certifies that this Proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a proposal for the same Project and is in all respects fair and without collusion or fraud. The Architect agrees to abide by all conditions of the Request for Proposal.

Respectfully submitted,

Collins Cooper Carusi Architects, Inc.

[typed name of Architect]
By:  _____ [seal]
[signature]

Samuel R. Cooper, AIA | Principal

[typed name and title]
3391 Peachtree Road, NE, Suite 400, Atlanta, GA 30326

[address of Architect]

(_____) **404.873.0001**

[business telephone number]

01 February 2024

[date of execution]

[If the Architect is a joint venture, utilize the following page of this proposal form for signatures.]

Project Name: **Professional Architectural/Engineering Services**

RFQu No: 24-752-017

Project No: N/A

RFQu Date: **December 14, 2023**

Page 5 of 5

(For Joint Venture Proposals)

By submission of this Proposal, the Architect certifies that this Proposal has been derived independently, without consultation, communication or agreement as to any matter relating to this Proposal with any other Architect or with any competitor. The Architect hereby certifies that this Proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a proposal for the same Project and is in all respects fair and without collusion or fraud. The Architect agrees to abide by all conditions of the Request for Proposal.

Respectfully submitted **NOT APPLICABLE** _____
[typed name of Joint Venture]

By: _____
[typed name of Joint Venture partner]

By: _____ [seal]
[signature]

[typed name and title]

[address of Joint Venture partner]

(_____) _____
[business telephone number]

[date of execution]

By: _____
[typed name of Joint Venture partner]

By: _____ [seal]
[signature]

[typed name and title]

[address of Joint Venture partner]

(_____) _____
[business telephone number]

[date of execution]

ATTACHMENT D: OFFEROR'S and INDIVIDUALS' AFFIDAVIT OF NONCOLLUSION

(This affidavit to be executed in accordance with O.C.G.A. § 36-91-21(e))

STATE OF Georgia

COUNTY OF Fulton

COMES NOW, Collins Cooper Carusi Architects, Inc. ("Offeror"),
[Name of Offeror]

appearing by and through Samuel R. Cooper, AIA, its Principal
[insert name of individual with authority to bind Offeror] *[title]*

(averring both individually and in his or her representative capacity on behalf of Offeror) (the "Individual and Representative Affiant"), and

[in these blanks insert the names of all those required to give the oath under O.C.G.A. § 36-91-21(e)]

<u>Samuel R. Cooper, AIA</u>	<u>Principal</u>
<u>Eric Richardson, AIA, LEED AP</u>	<u>Principal</u>
<u>Jeff Juliano, AIA, LEED AP</u>	<u>Principal</u>
<u>Fiona Grandowski, AIA, IIDA, LEED AP</u>	<u>Principal</u>

(collectively, the "Individual Affiants"), and each of the Individual And Representative Affiant and the Individual Affiants, after first being duly sworn, deposes and says that:

1. He, she or it, as applicable, has not directly or indirectly violated subsection (d) of the Official Code of Georgia Annotated Section 36-91-21, which subsection provides as follows:

(d) Whenever a public works construction contract for any governmental entity subject to the requirements of this chapter is to be let out by competitive sealed bid or proposal, no person, by himself or herself or otherwise, shall prevent or attempt to prevent competition in such bidding or proposals by any means whatever. No person who desires to procure such work for himself or herself or for another shall prevent or endeavor to prevent anyone from making a bid or proposal therefor by any means whatever, nor shall such person so desiring the work cause or induce another to withdraw a bid or proposal for the work.

2. If the Offeror is a partnership, then the Individual and Representative Affiant, together with the Individual Affiants, constitute all of the partners and any officer, agent or other person who may have represented or acted for them in bidding or proposing for or procuring the contract for the DeKalb County Board of Education Professional Architectural/Engineering Services (the "Project").

3. If the Offeror is a corporation or other entity, then the Individual And Representative Affiant,

together with the Individual Affiants, constitute all officers, agents, or other persons who may have acted for or represented the corporation or other entity in bidding for or procuring the contract for the Project.

Further, the Individual And Representative Affiant and the Individual Affiants sayeth not.

This 01 day of February, 2024

Collins Cooper Carusi Architects, Inc.

[insert name of Offeror]

and

Samuel R. Cooper, AIA

[insert name of Individual And Representative Affiant]

By: [Signature]

both individually and on behalf of Offeror as its

[signature]

Principal

[insert title]

Individual Affiants' signatures and names:

x [Signature]
Name:

x [Signature]
Name:

x [Signature]
Name:

x [Signature]
Name:

x _____
Name:

x _____
Name:

x Samuel R. Cooper, AIA
Name:

x Eric Richardson, AIA, LEED AP
Name:

x Jeff Juliano, AIA, LEED AP
Name:

x Fiona Grandowski, AIA, IIDA, LEED AP
Name:

x _____
Name:

x _____
Name:

Sworn to and subscribed before me this 1st day of February, 2024

Notary Public: Marjorie Wedderburn My commission expires: 5/3/26

(SEAL)



ATTACHMENT E: CONFLICT OF INTEREST DISCLOSURE AFFIDAVIT

I HEREBY CERTIFY, UNDER OATH, that

1. I (*Printed Name*), Samuel R. Cooper, AIA am the (*Title*)
Principal and I am the duly authorized
representative of the firm of (*Firm Name*) Collins Cooper Carusi Architects, Inc.
(the "Firm") for purposes of this
Affidavit, whose address is (*Firm Address*) 3391 Peachtree Road, NE, Suite 400
Atlanta, GA 30326, and I possess the legal authority to make this Affidavit on
behalf of myself and the Firm, as follows:

2. The following employee(s), officer(s) or agent(s) of the Firm (collectively, "Firm Representative") is/are related, by blood or marriage, to an employee, agent or Board Member of the DeKalb County Board of Education (collectively, "Owner Representative"), as indicated below:

<u>Firm Representative</u>	<u>Owner Representative</u>	<u>Relation</u>
<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

3. Except as listed below under "EXCEPTIONS", neither the Firm nor any Firm Representative have any conflicts of interest, whether real or potential, due to kinship, ownership, other clients, other contracts, interests, or otherwise concerning the DeKalb County Board of Education, the Project, or any Owner Representative:

EXCEPTIONS (*fully disclose and completely explain*)

Not Applicable/None

[Continued on Next Page]

4. This disclosure is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid, proposal or qualification statement for the same contract or project and is in all respects without collusion or fraud.

Wherefore, the foregoing disclosure is fully complete and true, and may be relied upon by the DeKalb County Board of Education:

Signature: 

Printed Name: Samuel R. Cooper, AIA

Firm Name: Collins Cooper Carusi Architects, Inc.

Date: 01 February 2024

Sworn to and described before me this 1st day of February, 2024

Personally known: Sandy Cooper

OR Produced Identification: _____

Type of Identification: Driver's License | 057308863

Notary Public – State of Georgia

My Commission Expires May 3rd, 2026

Affix Notary Seal Here: Marjorie Wedderburn



ATTACHMENT F: CONSENT TO RELEASE INFORMATION

The undersigned, having submitted a competitive sealed Proposal to the DeKalb County Board of Education in respect of a local government entity public works construction project (or being a partner in a joint venture that has submitted such proposal), hereby authorizes any person or entity having in its possession, custody or control any information regarding the undersigned to fully disclose and make available such information to the DeKalb County Board of Education, its agents, attorneys and other representatives.

This 01 day of February, 2024.

Samuel R. Cooper, AIA | Collins Cooper Carusi Architects, Inc.

[Printed name of person or entity consenting to release of information]

By:  _____

Printed name: Samuel R. Cooper, AIA

Printed Title: Principal

ATTACHMENT G: IMMIGRATION AND SECURITY CERTIFICATION

If you are providing service, performing work, or delivering goods to the DeKalb County Board of Education/DeKalb County School District including, but not limited to schools, warehouses and central offices, the applicable Georgia Security and Immigration Compliance documents found here must be completed, signed, notarized, and submitted with your bid/proposal. Failure to provide this document with your bid/proposal will result in the disqualification of the bid/proposal.

1) Offeror/Bidder shall at all times comply with the Georgia Security and Immigration Compliance Act, as amended, O.C.G.A. § 13-10-90 et. seq.

2) In order to insure compliance with the Immigration Reform and Control Act of 1986 (IRCA), D.L. 99-603 and the Georgia Security and Immigration Compliance Act, as amended by the Illegal Immigration Reform Act of 2011, O.C.G.A. § 13-10-90 et. seq. (collectively the "Act"), the Offeror **MUST INITIAL** the statement applicable to Offeror below:

(a) *SE* (Initial here): Offeror declares under penalties of perjury that, Offeror has registered at <https://e-verify.uscis.gov/enroll/> to verify information of all new employees in order to comply with the Act; is authorized to use and uses the federal authorization program under the federal work authorization user identification number issued on the date of authorization below; will continue to use the authorization program throughout the contract period; Offeror further warrants and agrees Offeror shall execute and return any and all affidavits required by the Act and the rules and regulations issued by the Georgia Department of Labor as set forth at Rule 300-10-1-.01 et. seq. [Offerors who initial (a) must attach and return a signed, notarized Contractor Affidavit and Agreement with the Contract if awarded];

or

(b) _____ (Initial here): Offeror/Bidder warrants that he/she does not employ any other persons, and he/she does not intend to hire any employees or to perform the Contract. [Offerors/Bidders who initial (b) must attach and return a signed, notarized Affidavit of Exception with the Contract if awarded];

or

(c) _____ (Initial here) Offeror/Bidder is an individual who is licensed pursuant to Title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for services to be rendered by such individual and thus does not have to provide an affidavit.

3) *SE* (Initial here) Offeror/Bidder will not employ or contract with any subcontractor in connection with a covered contract unless the subcontractor is registered, authorized to use, and uses the federal work authorization program; and provides Offeror/Bidder with all affidavits required by the Act and the rules and regulations issued by the Georgia Department of Labor as set forth at Rule 300-10-1-.01 et. seq.

4) *SE* (Initial here) Offeror/Bidder agrees that, if Offeror/Bidder employs or contracts with any sub-contractor in connection with the covered contract under the Act and DOL Rules 300-10-1-.01,

et seq that Offeror/Bidder will secure from each sub-contractor at the time of the contract the sub-contractor's name and address, the employee-number applicable to the sub-contractor, the date the authorization to use the federal work authorization program was granted to sub-contractor; the subcontractor's attestation of the subcontractor's compliance with the Act and Georgia Department of Labor Rule 300-10-1-.01, et seq.; and the subcontractor's agreement not to contract with sub-subcontractors unless the sub-subcontractor is registered, authorized to use, and uses the federal work authorization program; and provides subcontractor with all affidavits required by the Act and the rules and regulations issued by the Georgia Department of Labor as set forth at Rule 300-10-1-.01 et. seq.

- 5) SCJ (Initial here) Offeror/Bidder agrees to provide the DeKalb County School District with all affidavits of compliance as required by O.C.G.A. § 13-10-90 et seq. and Georgia Department of Labor Rules 300-10-1-.01, et seq within five (5) business days of receipt.

<u>SCJ</u> Signature	<u>01 February 2024</u> Date
<u>187529</u> EEV/Basic Pilot Program User Identification Number	<u>04 February 2009</u> Date of Authorization

Firm Name: Collins Cooper Carusi Architects, Inc.
Street/Mailing Address: 3391 Peachtree Road, NE, Suite 400
City, State, Zip Code: Atlanta, GA 30326
Telephone Number: 404.873.0001
Email Address: scooper@collinscoopercarusi.com

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

1st DAY OF February, 2024

Marjorie Wedderburn
Notary Public

My Commission Expires: May 3rd, 2026

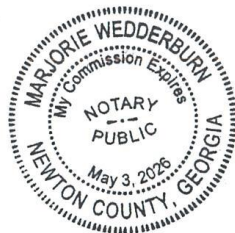


EXHIBIT “H”

**MANDATORY ADDENDUM TO THE
OWNER/DESIGN PROFESSIONAL AGREEMENT
(DESIGN AND SUPERVISION OF A STATE-FUNDED CAPITAL OUTLAY CONSTRUCTION
PROJECT ONLY)**

The Owner may use any form of agreement mutually agreed upon by the Owner and Architect to contract for the Architect’s Services for any project funded in whole or in part with State Capital Outlay Funds provided by the Georgia Department of Education (“GaDOE”); provided, however, that this Mandatory Addendum must and shall be incorporated into the Owner and Architect’s selected form of agreement on any such State Capital Outlay Funded project. In the event of a conflict or inconsistency between the terms and conditions of the selected form of agreement and this Mandatory Addendum, the terms and conditions of this Mandatory Addendum shall prevail and govern over conflicting or inconsistent terms and conditions of the selected form of agreement. This Mandatory Addendum shall not be modified without prior written consent of the GaDOE. THE GaDOE SHALL NOT RELEASE ANY STATE CAPITAL OUTLAY FUNDS FOR AN APPROVED CAPITAL OUTLAY PROJECT IF THIS MANDATORY ADDENDUM IS NOT MADE A PART OF THE OWNER/ARCHITECT CONTRACT.

1. For purposes of this Mandatory Addendum, notwithstanding terminology used in the Owner/Architect Contract, the following terms are defined to mean:
 - a. “Architect” shall be the architect, engineer, or architect/engineer, whether individually or as a firm or other legal entity, engaged to perform the Architect’s Services.
 - b. “Architect’s Services” shall be the scope of the Architect’s services for the Project set forth in the Contract, including the services and requirements set forth in this Mandatory Addendum.
 - c. “Owner” shall be the Local Board of Education that is engaging the Architect to perform the Architect’s Services for the Project.
 - d. “Contract” shall be the form of agreement between the Owner and the Architect, to which this Mandatory Addendum is attached and is a part, and shall set forth the Architect’s Services for the Project.
 - e. “Project” shall be the Project for which the Architect’s Services are engaged and performed pursuant to the Contract.
 - f. “Program” shall be the Owner’s policies, purposes, concepts, goals and objectives, and design, construction, scheduling, budgetary or operational needs, restrictions, or requirements for the Project.
 - g. “Stated Cost Limitation” shall be the maximum amount that the Owner is authorized to spend to construct the Project as determined and established by the Owner.
 - h. “Record Plans and Specifications” shall be the as-built plans and specifications including, but not limited to, actual location of utility lines, and any approved change orders.

2. The Architect agrees not to assign or transfer any interest or rights in the Contract to any person or entity without the advanced written consent of the Owner. The Architect agrees to utilize the design and management team represented to the Owner and agrees that no substitutions, additions, or deletions to this team shall occur without the advanced written

consent of the Owner. The Owner agrees to provide a response to the Architect within 14 days of any such request by the Architect.

3. Prior to beginning the "Preliminary Plans and Specifications," the Architect shall first consult in detail with the Owner to determine and understand the Owner's Program. Within 10 days of such consultation, the Architect shall prepare and submit to the Owner a written report detailing and confirming the Architect's understanding of the Owner's Program. The Architect's report must include, but is not limited to, the identification of any design, construction, scheduling, budgetary, operational, or other issues, problems or impediments foreseen by the Architect concerning the Project, the Program, or both. The Architect's report should include proposed solutions or recommendations, for the Owner's consideration, to resolve, eliminate, minimize or mitigate any such issues, problems or impediments. The Architect's report shall also include any applicable educational specifications and GaDOE requirements.
4. The Architect shall obtain written authorization from the Owner before proceeding with each next stage of Architect's Services, including the "Preliminary Plans and Specifications," the "Check Set Plans and Specifications," and the "Final Plans and Specifications," as defined in "Guidelines for Submission of Documents for Review of Planning, Bidding, and Construction of Educational Facilities" (as may be amended from time to time, always using the most recently published edition).
5. The Architect agrees to comply with all applicable federal, state and local laws, codes and ordinances in the design of the Project. The Architect also agrees to comply with all applicable GaDOE rules and guidelines and to make required submittals in a timely manner to GaDOE's Facility Services Unit. The Architect shall respond to GaDOE's Facility Services Unit review report comments in a timely fashion so as to ensure that the review process may proceed orderly, efficiently and does not impede the Project or the Program.
6. The Architect assumes full responsibility to the Owner for the acts and omissions of the Architect and the Architect's consultants, subconsultants and employees in connection with the Contract, the Project and the Program.
7. The Architect agrees to design the Project within the Owner's budgetary limits and consistent with the Owner's Program for the construction of the Project which shall be referred to as the **Stated Cost Limitation**, as follows:

The **Stated Cost Limitation** for the Project shall be \$_____, which is composed of:

State Capital Outlay Funds in the amount of \$_____, and

Required Local Funds in the amount of \$_____, and

Additional Required Local Funds in the amount of \$_____.

8. The Architect shall provide reasonably reliable cost estimates to the Owner at the following design stages: (1) Preliminary Plans and Specifications stage, (2) 65% completion stage, and (3) Check Set Plans and Specifications stage (95% completion).

9. In the event the Architect's final project cost estimate (at Check Set Plans and Specifications stage) exceeds the **Stated Cost Limitation** for the Project, the Owner may require the Architect, at no additional cost to the Owner, to consult with the Owner and to revise the design so as to enable the Owner to obtain a final cost for the Project at or below the **Stated Cost Limitation**. The Architect acknowledges and agrees that the **Stated Cost Limitation** shall not be exceeded except as provided herein; provided, however, the Architect further acknowledges and agrees that budgetary limitations are never a justification for breach, disregard or circumvention of sound principles of architectural and engineering design. Therefore, the Architect shall take no calculated risks in the design of the Project. The Architect agrees that, in the event that the Architect determines that the Project cannot be designed so as to be fully and finally constructed within the **Stated Cost Limitation** and in keeping with sound principles of design, the Architect will give written notice of such determination immediately, and in no event more than seven (7) days after the Architect makes such a determination, to the Owner and to the GaDOE Facilities Services Unit.
10. The **Stated Cost Limitation** may be amended by written mutual agreement signed by the Owner and the Architect at any time after the Contract between the Architect and Owner is executed. Prior to such amendment, the Architect shall provide the Owner with reliable and verifiable evidence through either internal-Architect estimates, third party estimates, materials supplier quotes, or other industry best management practices standards to establish that an increase in the **Stated Cost Limitation** is warranted and justifiable. The Owner reserves the right to request additional supporting documentation substantiating the need to increase the **Stated Cost Limitation**. The Owner reserves and has the right, in its sole discretion, to refuse to increase the **Stated Cost Limitation**.
11. All plans, specifications, design calculations, designs, drawings, or other documents or data produced pursuant to the Contract by the Architect, or the Architect's consultants, subconsultants, or employees shall be the sole property of the Owner regardless of the stage in which the development of the design has progressed, and shall be delivered to the Owner upon request. The Owner shall retain all ownership rights with regard to such plans, specifications, design calculations, designs, drawings, or other documents or data produced pursuant to the Contract.
12. The Architect shall provide and maintain Professional Liability Insurance at all times this Contract is in effect and for a period of six (6) years after execution by the Architect of the "Certificate of Final Completion" indicating final completion of the Project, with a minimum level of coverage as described herein below. Said coverage shall be written by an insurer licensed to do business in the State of Georgia and acceptable to the Owner.

Before the Owner executes the Contract, the Architect shall provide the Owner and the GaDOE Facility Services Unit with a valid Certificate of Insurance showing that the Architect is then insured with Professional Liability (Errors and Omissions) Insurance with limits not less than the following:

- i. With minimum limits per claim of 20% of the stated cost limitation set forth in the Work Authorization but not less than the minimum limits of \$2,000,000 per claim coverage, \$2,000,000 aggregate.
- ii. Workmen's Compensation and Employer's Liability to statutory limits.

- iii. Comprehensive Commercial General Liability (“CGL”) including Owner’s & Contractor’s Protective with the following limits;
 - (a) General Aggregate: \$2,000,000, which shall apply on a per-project basis;
 - (d) Products and Completed Operations Aggregate: \$1,000,000;
 - (e) Personal & Advertising Injury: \$1,000,000;
 - (g) Each Occurrence: \$1,000,000;
 - (h) Fire Damage (Any one fire): \$50,000; and,
 - (i) Medical Expense (Any one person): \$5,000.
- iv. Automobile Liability (owned, non-owned, hired) with combined single limit of \$2,000,000 annual aggregate, \$1,000,000 per occurrence.

For such period of time that Professional Liability insurance is required for the Project, as set forth above, the Architect shall provide the Owner with an updated or renewed Certificate of Insurance at least annually, or more frequently if requested by the Owner, showing the required coverage and limits of coverage remain in place.

- 13. The Architect shall carefully inspect the work of the Contractor within 24 hours of the Owner’s request, and shall also, **at a minimum, inspect work at the Project site** _____, and in any event, no less frequent than once per month. At least once per month, the inspection shall be performed by an architect or engineer licensed in the State of Georgia. The purpose of such inspections, among other things, shall be to determine the quality and quantity of the work in comparison with the requirements of the contract documents for the Project. In performing such inspections, the Architect shall advise the Owner of: deficient or defective work; real or potential delays in the schedule or the work of the Project; and, requests for payment by the Contractor which could constitute overpayment for work not yet performed or completed. Within three (3) days of each site visit, the Architect shall submit a written report of such site visit which, in addition to the information required by the preceding sentence, shall include and convey any relevant information, comments or recommendations to the Owner.
- 14. The Architect shall provide Owner a set of “Record Plans and Specifications” within thirty (30) days after execution by the Architect of the “Certificate of Substantial Completion.” Such “Record Plans and Specifications” shall include any authorized change orders, actual locations of all utility lines, and any other appropriate information. The drawings shall be presented in a Computer Aided Drafting (CAD) format or other format of the Owner’s choice, and the specifications shall be presented in a word processing format of the Owner’s choice.
- 15. The Contract executed between the Owner and the Architect, to which this Mandatory Addendum is a part, shall include a provision for the termination of the Architect’s Services (or be deemed to include this Paragraph 15) giving the Owner the rights of (1) termination of the Architect’s Services with cause and (2) termination of the Architect’s Services without cause. In the event of termination, the Owner shall pay the Architect for the reasonable value of the Architect’s Services performed by the Architect prior to the termination. Payment for the Architect’s Services rendered prior to termination shall be based on statements properly submitted by the Architect to the Owner and supported by time sheets, invoices and such other supporting documentation that the Owner may

reasonably require; provided, however, that in no event shall the total payment to the Architect exceed an amount equal to the percentage of completion of the Architect's Services for the Project at the time of termination.

16. The Architect shall be responsible for the timely submittal and completion of all forms required by GaDOE and shall respond to GaDOE comments on submittals within twenty-one (21) days of receipt of GaDOE comments. Such forms may be obtained from the Facilities Services Unit, Georgia Department of Education, 1670 Twin Towers East, 205 Jesse Hill Jr. Drive, SE, Atlanta, Georgia 30334. At the close of the Project, the Architect shall submit an "**Architectural Certification**" form, as provided by the GaDOE, to the Owner. Unless the Architect's services are terminated by the Owner before final completion of the Project, the completion and submittal of this form is required prior to the Owner's release of the final payment to the Architect.
17. All architectural plans and specifications shall bear the signature and seal of the Architect, which shall be licensed to practice in the State of Georgia. Civil, survey, structural, electrical, and mechanical plans and specifications shall bear the signature and seal of the respective engineer, who shall be licensed to practice in the State of Georgia.
18. A fully executed copy of the Contract between the Owner and the Architect, including a completed copy of this Mandatory Addendum, must be filed with the GaDOE Facilities Services Unit.

OWNER:

ARCHITECT:

DEKALB COUNTY BOARD OF EDUCATION

By: _____
[Signature]

By: _____
[Signature]

Mr. Dijon DaCosta, Sr., Board Chairperson
[Printed Name, Title]

[Printed Name]

By: _____
[Signature]

[Title]

Dr. Devon Q. Horton, Superintendent
[Printed Name, Title]

1701 Mountain Industrial Blvd.

Stone Mountain, Georgia 30083
[Printed Address]

[Printed Address]

[Date of Execution]

[Date of Execution]

EXHIBIT "I"

CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned Contractor verifies its compliance with O.C.G.A. 13-10-91, and attests **under oath** that:

(1) the individual, firm, or corporation ("Contractor") which is contracting with the DeKalb County Board of Education has registered with, is authorized to use, uses, and will continue throughout the contract term to use and participate in, a federal work authorization program [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91, as amended. As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

(2) Contractor's correct user identification number and date of authorization is set forth herein below.

(3) Contractor agrees that the Contractor will not employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the DeKalb County Board of Education, unless at the time of the contract said subcontractor:

(a) is registered with and participates in the federal work authorization program;

(b) provides Contractor with a duly executed, notarized affidavit with the same affirmations, agreements, and information as contained herein and in such form as required under applicable law; and

(c) agrees to provide Contractor with notice of receipt and a copy of every sub-subcontractor Affidavit or other applicable verification procured by subcontractor at the time of contract with the sub-subcontractor(s) within five (5) business days after receiving the said Affidavit or verification.

Contractor agrees to maintain records of such compliance and to provide notice of receipt and a copy of each such subcontractor Affidavit or other permissible verification to the DeKalb County Board of Education at the time the subcontractor(s) is retained to perform such service or within five (5) days after receiving the said Affidavit or verification, whichever first occurs.

(4) Contractor further agrees to and shall provide DeKalb County Board of Education with copies of all other affidavits or other applicable verification received by Contractor (i.e.: sub-contractor affidavits and all other lower tiered affidavits) within five (5) days of receipt.

EEV/Basic Pilot Program User Identification Number

Date of Authorization

If an applicable Federal work authorization program as described above is used, other than the EV/Basic Pilot Program, please identify the program.

Company Name / Contractor Name

Date

BY: Signature of Authorized Officer or Agent

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
____ DAY OF _____, 20____

Notary Public
My Commission Expires: _____

EXHIBIT "J"

SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, and attests **under oath** that:

(1) the undersigned individual, firm or corporation ("Subcontractor") is engaged in the physical performance of services under a contract with _____ (*name of Contractor*), which has a contract with the DeKalb County Board of Education.

(2) Subcontractor has registered with, is authorized to use, uses, and will continue throughout the contract term to use and participate in, a federal work authorization program [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91. As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

(3) Subcontractor's correct user identification number and date of authorization is set forth herein below.

(4) Subcontractor agrees that the Subcontractor will not employ or contract with any sub-subcontractor(s) in connection with the physical performance of services pursuant to this subcontract or the contract with the DeKalb County Board of Education, unless said sub-subcontractor:

(a) is registered with and participates in the federal work authorization program;

(b) provides Subcontractor with a duly executed, notarized affidavit with the same affirmations, agreements, and information as contained herein and in such form as required under applicable law; and

(c) agrees to provide Subcontractor with notice of receipt and a copy of every sub-subcontractor Affidavit or other permissible verification procured by sub-subcontractor at the time the sub-subcontractor(s) is retained to perform such service or within five (5) days after receiving the said Affidavit or verification, whichever first occurs.

Subcontractor agrees to maintain records of such compliance and to provide notice of receipt and a copy of each such sub-subcontractor Affidavit or other applicable verification to the Contractor at the time the sub-subcontractor(s) is retained to perform such service or within five (5) days after receiving the said Affidavit or verification, whichever first occurs.

EEV/Basic Pilot Program User Identification Number

Date of Authorization

If an applicable Federal work authorization program as described above is used, other than the EEV/Basic Pilot Program, please identify the program.

BY: Signature of Authorized Officer or Agent

Date

(Subcontractor Company Name)

Title of Authorized Officer or Agent of Subcontractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
____ DAY OF _____, 20____

Notary Public
My Commission Expires:_____