



ARCHITECTURAL DESIGN SERVICES:

# ORANGE COUNTY

ENVIRONMENT & AGRICULTURE CENTER

**SMITH SINNETT ARCHITECTURE PA**

4600 Lake Boone Trail, Suite 205  
Raleigh, North Carolina 27607  
919.781.8582

[www.smithsinnett.com](http://www.smithsinnett.com)

September 9, 2015

**SMITHSINNETT**  
architecture

SECTION 1: RESPONDERS' CERTIFICATION FORM AND NOTARIZED NON-COLLUSION AFFIDAVIT

RESPONDER'S CERTIFICATION FORM

I have carefully examined the Request for Qualifications, the sample Agreement for Design Consultant Services and any other documents accompanying or made a part of this Request for Qualification.

I hereby propose to furnish the professional design consultant services for Orange County in accordance with the instructions, terms, conditions, and requirements incorporated in this Request for Qualification. I certify that all information contained in this response is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this response on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

NAME OF FIRM: Smith Sinnett Architecture, P.A.

BY: Rhonda Angerio, AIA

SIGNATURE:

MAILING ADDRESS: 4600 Lake Boone Trail, Suite 205

CITY/STATE/ZIP CODE: Raleigh, NC 27607

TELEPHONE NUMBER: (919) 781-8582

FAX NUMBER: (919) 781-3979

ACKNOWLEDGEMENT OF ADDENDA Responder hereby acknowledges receipt of all Addenda through and including:

Addendum No.	Date	Acknowledgement
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SECTION 1: RESPONDERS' CERTIFICATION FORM AND NOTARIZED NON-COLLUSION AFFIDAVIT

State of North Carolina

**NON-COLLUSION AFFIDAVIT**

County of Orange

Proposal Request No. 5212

Rhonda Angerio, AIA, being first duly sworn, deposes and says that:

1. He/She is the President of Smith Sinnett Architecture, P.A., the proposer that has submitted the attached proposal;
2. He/She is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
3. Such proposal is genuine and is not a collusive or sham proposal;
4. Neither the said proposer nor any of its officers, partners, Owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other proposer firm or Person to submit a collusive or sham proposal in connection with the contract for which the attached proposal has been submitted or to refrain from proposing in connection with such contract, or has in any manner, directly or indirectly sought by agreement or collusion of communication or conference with any other proposer, firm or person to fix the price or prices in the attached proposal or of any other proposers, or to fix any overhead, profit or cost element of the proposal price of the proposal of any other proposer or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the County of Orange or any person interested in the proposed contract; and
5. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
President  
Title

Subscribed and Sworn to Before Me,

This \_\_\_\_\_ day of \_\_\_\_\_, 20

Notary Public \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

STATE OF NORTH CAROLINA

SECTION 1: RESPONDERS' CERTIFICATION FORM AND NOTARIZED NON-COLLUSION AFFIDAVIT

AFFIDAVIT

ORANGE COUNTY

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I, Rhonda ANgerio, AIA (the individual attesting below), being duly authorized by and on behalf of Smith Sinnett Architecture, P.A., (the entity bidding on project hereinafter "Employer") after first being duly sworn hereby swears or affirms as follows:

1. Employer understands that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with NCGS §64-25(5).
2. Employer understands that Employers Must Use E-Verify. Each employer, after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with NCGS§64-26(a).
3. Employer is a person, business entity, or other organization that transacts business in this State and that employs 25 or more employees in this State. (mark Yes or No)
  - a. YES \_\_\_\_\_, or
  - b. NO   X
4. Employer's subcontractors comply with E-Verify, and if Employer is the winning bidder on this project Employer will ensure compliance with E-Verify by any subcontractors subsequently hired by Employer. This 10th day of September, 2015.

Signature of Affiant  
Print or Type Name: Rhonda Angerio, AIA

State of North Carolina Orange County

Signed and sworn to (or affirmed) before me, this the

\_\_\_\_\_

day of \_\_\_\_\_, 201\_.

My Commission Expires:

\_\_\_\_\_ Notary Public

SECTION 2: INTRODUCTION



**“This firm offers integrity in every project. No matter how complex or simple the project, their staff is always friendly, timely and well qualified. You feel the team approach they take with their clients when you speak with any of their employees. Smith Sinnett Architecture understands the importance of listening to clients’ needs, offering expert guidance, and embracing the concept of the project. They offer forethought to the impact a project will have on our campus currently and for years to come. These traits are becoming rare with newer companies today, and Randolph Community College views Smith Sinnett as a tremendous asset.”**

**-Dr. Robert S. Shackelford Jr., Ph.D.  
President of Randolph  
Community College**



**SMITH SINNETT ARCHITECTURE**  
4600 Lake Boone Trail, Suite 205  
Raleigh, NC 27607

Phone: 919-781-8582  
Fax: 919-781-3979

**CONTACT PERSON**  
Rhonda Angerio, President  
[rangerio@smithsinnett.com](mailto:rangerio@smithsinnett.com)

**PRINCIPALS OF SMITH SINNETT  
ARCHITECTURE**

Rhonda Angerio, AIA  
Registered Architect NC No. 7757  
Registered Architect SC No. 9217

Edward Gordon, CEFP

John Hitch, AIA  
Registered Architect NC No. 2783

John Sinnett, AIA  
Registered Architect NC No. 2323

**FIRM HISTORY**

Founded in 1976

Former Firm Names:  
John Knox Smith Associate  
Smith/Mills/Perry

**SERVICES**

Smith Sinnett Architecture specializes in public architecture projects. These public projects include extensive experience with planning and designing schools, libraries, recreation centers, office buildings for municipalities, counties and the state of North Carolina, administrative offices for park and recreation centers, outdoor recreational facilities, town halls, public works, environmental exhibits, and public utility centers. Ninety percent of our clients are public agencies. We practice architectural design, interiors, master planning, and long range facilities needs assessments.



SECTION 3: COVER LETTER

September 9, 2015

Mr. David Cannell, Orange County Purchasing Agent  
200 S. Cameron Street  
P.O. Box 8181  
Hillsborough, NC 27278

RE: Orange County of Request for Proposal #5212

Dear Mr. Cannell:

Smith Sinnett Architecture is pleased to present our qualifications for your review and as an indication of our interest in working with you on the Orange County Environmental and Agricultural Center project.

Smith Sinnett Architecture, based in Raleigh, NC, is a Historically Underutilized, Woman Owned Business with over thirty five years of experience in public architecture. We have reviewed your request for proposal and understand the scope of work you are commissioning. We believe our direct experience with very similar projects makes us uniquely equipped with the in-depth knowledge critical to making your project economical, sustainable and ultimately successful. This firm is known for its expertise in planning, programming, renovation, and design of numerous public and state projects throughout North Carolina. We strive to continually hone the art of architecture in our rigorous pursuit of design excellence.

In addition to our experience planning, designing, and building new facilities, we have extensive experience with renovation projects and have enjoyed great on-going working relationships with Granville County Schools, DHHS, Onslow County, Coastal Carolina Community College, Randolph Community College, North Carolina State University and William Peace University, among others. We well understand the intricacies involved in renovation projects and possess the expertise necessary to achieve the best result. We have worked on several successful projects involved with complex renovation projects in conjunction with the consolidation of governmental agencies and their important services. Most recently, we designed the Consolidated Human Services Agency project for Onslow County, as well as the Environmental Education Center and Public Library and the Onslow County Cooperative Extension and Senior Life building. Smith Sinnett Architecture is proud to provide our clients with state-of-the-art, affordable and sustainable buildings. Our tremendous amount of experience is evidenced by the projects which follow.

The legal name of our firm is Smith Sinnett Architecture PA, 4600 Lake Boone Trail, Suite 205, Raleigh, North Carolina 27607. The Principal contact contractually authorized representative for this project will be Rhonda Angerio, AIA, President, email: rangerio@smithsinnett.com, (p) 919-781-8582, extension 102.

Essentially, our goal at Smith Sinnett Architecture is to make your life easier, with smoothly run projects that are on time, within budget, sustainable and inspiring to you, your colleagues and your constituents. We hope you will contact our client references who continue to work with us over and over again. We believe this is due to our ability to deliver high quality, award winning projects - always on time and always under budget.

We welcome this opportunity to work on your behalf and look forward to the conclusion of your selection process so we can expand upon our qualifications in the next stage.

Thank you very much for your time and consideration.

Sincerely,

Rhonda Angerio, AIA

## SECTION 4: EXPERIENCE

### PROJECT APPROACH

We understand that Orange County wishes to create an environmental and agricultural facility. Our vast experience includes successful projects with this precise program. In our first project of this kind we worked with Onslow County to develop an old clothing factory into a 40,000 square foot facility for the environmental, agriculture and senior life services for the county.

Smith Sinnett Architecture supports the construction of facilities that are designed to be cost-efficient, durable and sensitive to the environment. The criteria in Orange County's Request for Qualifications can only be achieved when an integrated approach to design is applied from concept introduction to building commissioning. We are well aware that Orange County takes its role as stewards of taxpayer funds seriously and supports efforts to design and construct buildings that not only are cost efficient to build but will reduce operational expenses over the life-span of the building.

Smith Sinnett Architecture wholeheartedly supports the creation of high performance buildings. As an Environmental and Agricultural facility, this should be critical to its success and place within the local community. This building has the potential to be a beacon shining the light on how best to build our important public facilities. We design all of our buildings, LEED accredited or not, to be cost conscious and energy efficient. We strive to use local and re-purposed materials and to conserve natural resources. Our goal, of both indoor and outdoor environments, is for them to be creative, sustainable and inspiring. We are experienced at working within difficult and strained budgets. We take pride in providing sustainable design within your means.

### WORKING WITH STATE AND FEDERAL AND ENVIRONMENTAL AGENCIES

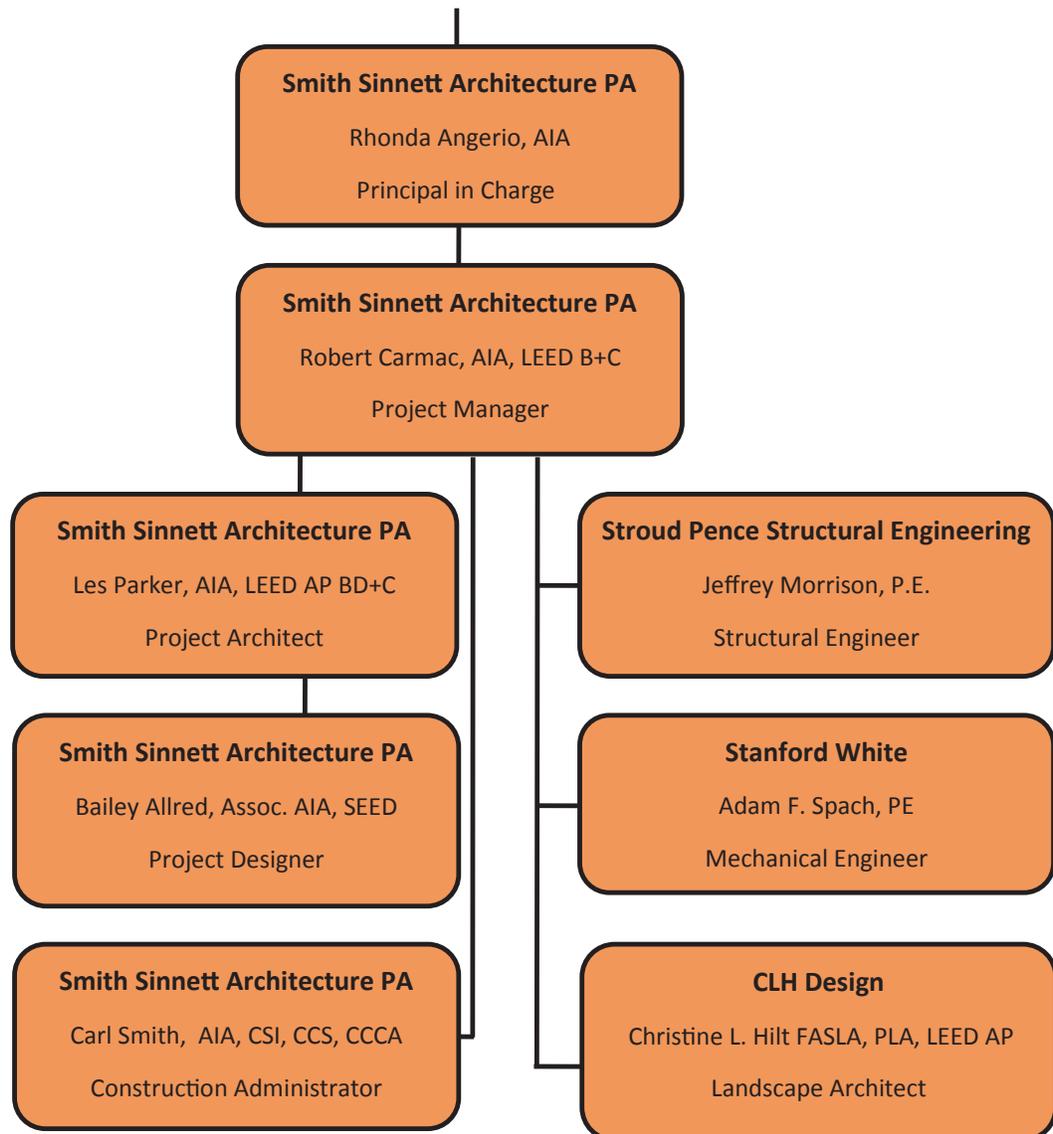
We typically provide our owners with written documentation assuring building compliance with the client's design, sustainability and long term maintenance guidelines. This process commences from the beginning of design through its completion. Information and manuals are created to clearly communicate design intent, sustainable features and routine maintenance. In the early stages of the project, the design team will work closely with the owner to define project objectives. Once the objectives are defined, the team's efforts can focus on finalizing design. For over forty years, we have been working throughout the state of North Carolina and are intimately familiar with dealing with local building departments and state agencies. Throughout the entire design process, we will execute work which consistently meets the approval of all applicable Planning, Zoning, Storm water and Inspections Departments, as well as the State Construction Office, the Department of Insurance, DENR, the Army Corp of Engineers and the State of North Carolina. We have built many long standing relationships with local code officials, as one of our principals, John Hitch AIA, served as a member of the NC Building Code Council for over fifteen years. We have worked closely with various consultants and experts across the state for many years.

Additionally, over the last five years we have been the proud recipients of the North Carolina State Building Commission's Certificate of Merit in recognition of superior professional services for the following capital improvement projects: Randolph Community College's 2014, DENR's Morrow Mountain State Park Boathouse, 2013, and the SBI Justice Academy in 1999.

SECTION 5: PROJECT TEAM

Smith Sinnett Architecture, founded in 1976, welcomes each new opportunity to create or renovate spaces that inspire their inhabitants, while meeting the needs of their occupation. Our principals, Rhonda Angerio, AIA, REFP, Edward Gordon, CEFP, have been creating state of the art, affordable, and sustainable structures together for more than twenty years and have combined designing experience totaling more than fifty years. Our current staff is comprised of ten registered architects, six project designers, two construction administrators, and three administrative staff members.

Below you will find an organizational chart detailing which staff will serve Orange County on this project, including a larger picture of the entire team plus consultants. We commit to keeping this exemplary team on your project for the entirety of its lifespan.



SECTION 5: PROJECT TEAM

## RHONDA ANGERIO, AIA

PRINCIPAL / PRESIDENT

ROLE: PRINCIPAL IN CHARGE



Rhonda is President of Smith Sinnett Architecture, a Historically Underutilized Business (HUB), woman owned firm. She has over thirty-five years of experience designing and planning public projects. Rhonda has specialized in project management for State Construction projects over the last twenty years. Her collaborative approach to programming and design make her an asset to every project, beginning with initial concept design and following through to the inhabitation of the building. She presently serves as an officer of AIA Triangle and a director for the Council of Educational Facility Planners International.

### EDUCATION

Master of Architecture, course work completed, Rensselaer Polytechnic Institute

Bachelor of Architecture  
New York Institute of Technology

### WORK HISTORY

Smith Sinnett Architecture, P.A.,  
2011-present  
Angerio Design pllc, 2000-2010  
Smith Sinnett Architecture, 1994-2000  
Rensselaer Polytechnic Institute,  
Instructor 1991-1994  
Walker Group/CNI, 1989-1994  
Bentel & Bentel Architects, 1985-1989

### PROFESSIONAL REGISTRATION

NCARB Certification  
Registered Architect  
North Carolina, South Carolina

### PROFESSIONAL AFFILIATIONS

American Institute of Architects, NC  
CEFPI Director, District 1, President Elect  
NCSU Continuing Ed Instructor  
AIA Triangle, President Elect  
AIA Triangle, Design Awards Chair

### PROJECT MANAGEMENT / DESIGN EXPERIENCE

- Onslow County Environmental Education Center and Public Library
- Swansboro Public Library Addition and Renovation
- Randolph Community College Continuing Education and Industrial Center
- Interact Family Safety and Empowerment Center
- Onslow County Multipurpose Complex
- Dixon Middle school
- Northside High School
- Jacksonville Commons Middle School
- Jacksonville Commons Master Plan
- Butner Stem Middle School
- Havelock Middle School
- RRGSD Manning Elementary School
- Asheboro City Schools Early Childhood Development Center
- Joe Toler Elementary School Renovation
- Spring Hope Elementary Addition and Renovation
- Creedmoor Elementary Addition and Renovation
- West Oxford Elementary addition and Renovation
- Person County Learning Academy High School
- Onslow County 911/Emergency Operations Center
- NC Dept. of Revenue Renovation
- NC Dept. of Commerce Renovation
- NC Dept. of Labor Renovation
- NC Division of Veteran's Affairs Renovation
- NC DHHS Lineberger Building Renovation
- NC DHHS Harvey Building Renovation
- Morrow Mountain State Park Boathouse
- Governor Morehead School, Teaching Kitchen Renovation
- NCSU Bostian Hall Renovation
- NCSU Fountain Dining Hall Renovation
- NCSU College of Textiles Renovation
- Wake Technical Community College Allied Health Building Renovation

SECTION 5: PROJECT TEAM

## ROBERT CARMAC, AIA, LEED BD+C

ASSOCIATE

ROLE: PROJECT MANAGER



Robert, an Associate with Smith Sinnett Architecture, P.A., has been with the company since 2003; he has worked on a variety of project types, focusing primarily on municipal and educational projects. His range of talents has enabled him to manage every phase of a project from pre-design through owner occupancy. Robert works closely with his clients as they navigate budgets, ensuring all parties understand their project schedules and cash flow implications. Robert's creative problem-solving and thoughtful design approach make him an invaluable asset to any project.

### EDUCATION

Bachelor of Architecture, 2002  
University of North Carolina - Charlotte

Bachelor of Arts in Architecture, 2001  
University of North Carolina - Charlotte

### WORK HISTORY

Smith Sinnett Architecture, P.A.,  
2003-Present

### PROFESSIONAL REGISTRATION

NCARB Certification  
Registered Architect North Carolina

### PROFESSIONAL AFFILIATIONS

American Institute of Architects  
LEED Accredited Professional  
(LEED AP BD+C)  
Construction Specifications Institute,  
President  
CSI NC, President  
Green Building Certification Institute -  
USGBC  
AIA Triangle  
AIA Triangle, Education Committee  
AIA Triangle, Digital Media Committee

### PROJECT MANAGEMENT / DESIGN EXPERIENCE

- Randolph Community College Continuing Education and Industrial Center
- Randolph Community College Student Services Welcome Center Addition
- Randolph Community College Emergency Services Training Center Addition
- Randolph Community College Basic Skills Renovations
- Randolph Community College 2008 Facilities Master Plan
- College of Albemarle Renovations
- Apex Community Park Classroom Renovations
- Franklinville Manufacturing Company (Feasibility Study)
- Edgecombe County EMS Facilities Pinetops
- Edgecombe County EMS Facilities Whitakers
- Morrow Mountain State Park Boathouse Renovations
- Henderson Point Campgrounds Improvements
- First Presbyterian Church of Asheboro (FS)
- Halifax CC - Academic Services Advanced Planning
- Randolph CC Early College Classroom Building
- Northside High School Additions & Renovations
- Richlands High School Additions & Renovations
- Northern Granville Middle School Addition
- West Oxford Elementary Additions & Renovations
- Guy B. Teachey Elementary Additions & Renovations
- South Granville High School Additions & Renovations
- Fuquay-Varina Town Hall Renovations
- Fuquay-Varina Town Hall I.T. Facility Addition
- Asheboro High School Window Replacement
- Apex Community Center Addition
- North Pitt High School Auditorium Renovations
- Farmville High School Renovations
- Ayden-Grifton High School Renovations
- Northern Nash High School Reroofing
- Robeson County Emergency Operations Center



SECTION 5: PROJECT TEAM

## LES PARKER, AIA, LEED AP BD+C

ARCHITECT

ROLE: PROJECT ARCHITECT



Les is an architect with more than six years work experience. He has a broad skill set ranging from marketing to construction administration. His experience with managing and developing projects from the schematic design phase through the construction documents make him an asset to each project. He remains continually attentive to program, accessibility, code, budget, aesthetics, constructibility, and sustainable design, as he works with clients to help them realize their vision.

### EDUCATION

Bachelor of Arts in Architecture  
University of Kentucky

### WORK HISTORY

Smith Sinnett Architecture, P.A.,  
2014-present  
Small Kane Webster Conley,  
2006-2014

### PROFESSIONAL REGISTRATION

NCARB Certification  
Registered Architect North Carolina  
LEED Accredited Professional

### PROFESSIONAL AFFILIATIONS

American Institute of Architects  
AIA Triangle CANstruction  
Greater Raleigh Chamber of Commerce,  
Young Professionals Network

### PROJECT MANAGEMENT / DESIGN EXPERIENCE

- Dixon Middle School
- Three Story Elementary School Prototype Study
- PNC Arena Suite Renovations
- UNC Bynum Hall Accessibility Addition Study
- Corporate and University Campus Planning
- NC DPS- SBI Building 9
- North Carolina National Guard Armories, varied
- First Citizens Bank, Hope Mills, NC
- First Citizens Bank, Mendenhall Oaks, High Point, NC
- First Citizens Bank, Chandler, AZ
- First Citizens Bank, Roanoke Rapids, NC
- First Citizens Bank Raleigh Campus Study
- First Citizens Bank Upfit, Lindbrook Medical Center
- NC Licensing Board for General Contractors, LEED Documentation, LEED Gold
- Wake Med E Tower Administrative Office Upfit
- Wake Med Centers for Emergency Medicine Dedication Signage
- Providence Country Club Master Plan, Fitness and Pool Facility, Tennis Pro Shop, Locker Rooms Renovation
- Junior League of Raleigh Entrance Study
- Masonboro Country Club Golf Clubhouse
- Active Adult Community Clubhouse, Durham
- Residential Home Sales Center



SECTION 5: PROJECT TEAM

**BAILEY ALLRED, ASSOCIATE AIA, SEED**

PROJECT DESIGNER

ROLE: DESIGNER



Bailey has ten years of experience in the design profession. She has provided specialized programming, planning, and design knowledge for many public and private projects. Her design experience encompasses a variety of project types including educational, institutional, higher education, municipal, commercial, residential and retail facilities. Bailey's unique and diverse background make her a valuable asset to our company and for our clients. Her creativity gives her many opportunities to make a difference in our environment, both sustainably and aesthetically. Bailey is also an Adjunct Faculty Member at Wake Technical Community College teaching Revit and Welding.

**EDUCATION**

Bachelor of Science in Building Science  
North Carolina State University

**WORK HISTORY**

Smith Sinnett Architecture, P.A., 2014-present  
HH Architecture, 2013-2014  
SFL+A Architects, 2012-2013  
Oakley Collier Architects, PA, 2009-2012

**PROFESSIONAL AFFILIATIONS**

American Institute of Architects  
AIA Triangle CANstruction,  
Committee Chair  
AIA Young Architects Forum,  
Outreach Committee  
USGBC- Green Schools Committee,  
Co-Chair  
Wake Tech Adjunct Faculty

**PROJECT MANAGEMENT / DESIGN EXPERIENCE**

- Onslow County Consolidated Human Services Agency
- Onslow County Donald A. Halsey BUILDING Demolition
- Town of Seaboard Fire Dept. & Municipal Complex
- Weldon Public Library
- NCNG Regional Readiness Center – Prototype Design & Re-purposing of the Western Correctional Facility
- NCNG Wadesboro Renovation
- NC DOT Storage Sheds
- Union Pines High School AUXILIARY Gym Addition
- Pinecrest High School AUXILIARY Gym Addition
- Endeavor Charter School
- Highland Middle School
- UNCG, Curry Building Renovation
- Nash Community College, Continuing Education building and Public Services Training Facility
- Nash Community College, Culinary Arts and Hospitality Management Expansion
- Martin Community College, Advance Planning and New Administration Building
- College of the Albemarle, Advance Planning and New Corporate and Continuing Education Building
- Wake Technical Community College, Ready Hall Canopy and Community Center
- Wesleyan Tennis Complex and Vietnam Memorial
- Roy Residence
- Russell Residence



SECTION 5: PROJECT TEAM

**CARL W. SMITH, AIA, CSI, CCS, CCCA**

ARCHITECT AND CONSTRUCTION ADMINISTRATION

ROLE: CONSTRUCTION ADMINISTRATOR



Carl's personal conviction is that the construction phase of the delivery process is the most challenging of the design/delivery phases, and, properly managed, allows for the greatest opportunity to bring any project to a successful and satisfactory completion for all involved. This conviction has led him to devote the last twenty-five years of his career specifically to that phase of the project delivery process. Carl's areas of specialty are specifications development and construction contract administration. He holds certifications with the Construction Specifications Institute (CSI) as a Certified Construction Contract Administrator (CCCA) and a Certified Construction Specifier (CCS), and is a certificate holder with the National Council of Architectural Registration Boards (NCARB).

**EDUCATION**

Bachelor of Architecture  
North Carolina State University 1970

**WORK HISTORY**

Smith Sinnett Architecture, P.A.,  
2013-Present  
Carl W. Smith Architecture, 2010-2013  
Freemanwhite, Inc., 1998-2010  
Smith Sinnett Architecture, P.A.,  
1989-1998

**PROFESSIONAL REGISTRATION**

NCARB Certification  
Registered Architect North Carolina

**PROFESSIONAL AFFILIATIONS**

American Institute of Architects  
Construction Spec. Institute  
Building Enclosure Council,  
Triangle Chapter

**PROJECT MANAGEMENT / DESIGN EXPERIENCE**

- Dixon Middle School
- SBI Building 9 Renovation
- NCNG Durham Readiness Center Renovation
- NCNG Goldsboro Readiness Center Renovation
- Apex Public Works
- Dynamometer Test Cell Facility
- Onslow County Jail and Sherriff's Dept. Demolition
- Moses Cone Hospital South Wing Addition
- Nash General Hospital Rehabilitation Facility
- NC Women's Prison Dormitory and New Dining Hall
- Wake Med Cary Campus Surgery Addition
- Wake Med Raleigh Campus Rehabilitation Facility
- Wake Med Raleigh Campus Employee Parking Deck
- Wake Med Raleigh Campus Heart Center Addition
- New Hanover County Jail
- Brunswick County Courthouse
- The Village at Germantown, Memphis, TN
- Mt. Sinai Hospital Surgical Practice Renovation, NYC, NY
- St. Peter's Hospital Patient Tower Addition, Albany, NY



## SECTION 6: CONSTRUCTION ADMINISTRATION DELIVERY MODEL

Smith Sinnett Architecture understands that much of a project's success is based on the construction administration, or C.A., phase. For that reason, we believe in strong oversight and management during the entire construction process. Our principal-in-charge and project manager stay intimately involved with the entire construction administration process. We schedule project meetings not less than once weekly. The meetings are held on site, with the appropriate consultants, the client's representative, and contractors to discuss the progress of the project and to observe construction. Each of our projects is notable for the close, cooperative relationships forged between members of the construction team. We maintain a full-time Construction Administration department, that executes quality projects while cultivating excellent working relationships with our clients and innovative partnerships with skilled consultants. Our C.A. team follows these guidelines throughout each of our projects:

1. Each project is assigned an inspector in charge of day to day operations and field activities.
2. We hold a pre-construction meeting with the owner, architect, consultants, and contractors.
3. Weekly site visits are mandatory and additional visits are performed as needed.
4. A Smith Sinnett Principal and the Project Manager stay involved throughout the entire construction process.
5. Materials are stored and checked according to the contractor's invoices.
6. Contractors are required to submit a detailed breakdown of costs.
7. Labor and materials are compared to the contractor's schedule and pay requests before payments are issued.
8. Monthly construction meetings are held onsite by the Project Manager and CA team members.

Utilizing Smith Sinnett Architecture's job tracking system, the project architect is responsible for monitoring project progress during this phase and for completing tasks in a timely manner. Our project architects have intense involvement with all managing principals and consultants through weekly office progress meetings, daily updates, and discussions. The routine aspects of C.A. will be carried out by the assigned field inspector to ensure consistent field administration. During construction, scheduled meetings continue as part of the construction administration phase. The Project Manager maintains overall control with responsibility for adherence to design requirements and schedules during construction. The contractor will be required to prepare a detailed computerized construction schedule for the approval of the design team and owner. This schedule will be verified weekly and updated with any changes. The contractor will be required to use the schedule as a record of occurrences as well as an administrative tool. We verify technical information and review shop drawings to confirm that all materials and assemblies meet the requirements for a successful installation. We endeavor to protect our owner's interest and get the best quality control. If schedule slips, the contractor will be required to document the slippage and propose the method of recovering lost time. Weekly job coordination meetings foster schedule adherence by all contracts.

The first thirty days of a project are the most critical. During that time, we work with the owner to accomplish a program and budget resolution. We work with the staff to reconcile the proposed program with available funds, determining items such as size, scope, complexity, and materials. This has a huge impact on relevant costs and establishing an overall financial framework for the project. Smith Sinnett Architecture then makes adjustments to reconcile the differences so that both the owner and the architect can move forward with the same goals based on accurate information. We then begin the process of providing an aggressive design solution that is efficient and meets the facility's needs and budget. Our focus is set firmly on our client's needs, which we aim to meet. We are sensitive to monetary issues concerning schedule delays. We strive to consistently meet all of our deadlines on or ahead of the scheduled date.

SECTION 7: ENCOURAGING LOCAL CONSTRUCTION COMPANIES' PARTICIPATION

Smith Sinnett Architecture is committed to working with local contractors and supporting minority owned businesses. Having worked in North Carolina for over forty years, we have built strong relationships with many General Contractors, as well as their subcontractors. We advertise locally to encourage local contractors, subcontractors, and materials suppliers to participate in upcoming projects. It should be noted that with greater local participation, these funds will roll over between 2.5 to 2.8 times, as an economic infusion into the local economy. While working in other counties, we have structured projects in such a way that a larger percentage of local tradespeople are able to participate in the project. We would do the same for this project, thus keeping much of those funds in Orange County and the greater triangle region. We also publish a list of contractors who have registered the project so that local subcontractors can submit bids to those contractors.

Below is a list of general contractors with whom Smith Sinnett Architecture has successfully collaborated. It is vital that your architect be able to work with your contractor, or CM@Risk, in a cooperative manner. Adversarial relations only create problems for the project; we have been able to avoid this and are proud of our record of accomplishments with contractors across the state of North Carolina.

Please feel free to contact any of these references to verify our qualifications and skills:

- Bordeaux Construction - Blair Bordeaux (919) 220-1141
- Clancy & Theys Construction Company - Scott Cutler (919) 834-3601
- Pro Construction - Bob Warden (910) 455-0647
- Quadrant Construction - Steven Kellum (919) 937-0003
- Monteith Construction - Chris Powell (910) 791-8101

SECTION 8: CURRENT WORKLOAD

	Start	Completion	Project Cost	Staff/Stage
Dixon Middle School Onslow County, NC	4/2014	7/2017	\$22,000,000	Gordon, Parker, Wilgus
Discovery Gardens of Onslow Jacksonville, NC	5/2013	9/2016	\$500,000	Angerio, Murphy
Vehicle Maintenance Facility Onslow County, NC	4/2014	9/2016	\$3,800,000	Angerio, McConnell
Consolidated Human Services Jacksonville, NC	11/2014	1/2017	\$14,700,000	Gordon, Alred
NCNG Armory Renovations Goldsboro, NC	10/2014	9/2015	\$934,020	Angerio, Carmac, Parker
NCNG Regional Readiness Center Expansion & Rennovations	6/2014	11/2015	N/A	Angerio, Carmac, Parker
RCC Cosmetology Center Asheboro, NC	2/2015	5/2016	\$1,525,000	Angerio, Carmac, Sikes
Dept. of Justice Building 9 Renovation Raleigh, NC	1/2014	5/2016	\$900,000	Angerio, Carmac, Parker
Onslow County Courthouse Jacksonville, NC	7/2016	12/2018	\$15,500,000	Gordon, Alred
Manning Elementary School Roanoke Rapids, NC	7/2016	7/2018	\$18,000,000	Gordon, Wilgus Parker

SECTION 9: PROJECTS SIMILAR IN NATURE



**ONSLow COUNTY MULTIPURPOSE COMPLEX:  
NCSU COOPERATIVE EXTENSION,  
ONSLow COUNTY MASTER GARDENER,  
AND SENIOR LIFE CENTER  
JACKSONVILLE, NC**

To meet the growing needs of the county, we began with a 40,000 square foot textile factory and created a multiuse facility that houses an agricultural and environmental center, a senior center and a shared conference center. The amenities of the well-apportioned Senior Center afford arts and crafts rooms, exercise and aerobics spaces, computer labs, and dining services. The Agricultural Center supports the agricultural interests of the community with facilities for rural development, space for soil and water conservation, and areas for cooperative extension services provided by North Carolina State University.

Central to this project is the shared conference center, which contains a 350-seat lecture and exhibit hall that transforms into three smaller halls or an emergency shelter, depending on need. In addition, this part of the complex offers a full service kitchen and cafeteria line able to service myriad dining needs. From old to new with the needs of the community at heart, the renovation joins uncommon elements under the common roof of community.

**SERVICES**

Master Planning, Architectural  
Consultant Team Management, Construction Administration

**COMPLETION DATE**

May 2003

**CLIENT REFERENCE**

Jeffrey Hudson, Onslow County Manager  
Jacksonville, North Carolina  
910-347-4717

**PROJECT MANAGER**

Rhonda Angerio

**CONTRACT AMOUNT**

\$4,100,000

**CHANGE ORDERS**

4

**TOTAL PROJECT COST**

\$3,843,000

SECTION 9: PROJECTS SIMILAR IN NATURE



## DISCOVERY GARDEN FOR ONSLOW COUNTY JACKSONVILLE, NC

Located adjacent to the Onslow County Multi-Purpose Complex, the new Discovery Gardens of Onslow are being built. The Gardens will be a four-acre multi-use garden, providing an outdoor recreation area as a mix of natural and constructed environments that provides research-based gardening information specific to Onslow County. The Gardens are still under development and are planned to include a Special Event Garden Pavilion, Children's garden, Wetlands Trail, Greenhouse, and Courtyard for educational opportunities. A Spring House is planned with a year round watercourse flowing out of it to a pond that will have a Summer House pavilion for gatherings built out over the water. While not a traditional spring house, it will provide a place for volunteers to educate kids about the natural cycle of water, surface water and ground water. Providing hands on experience of how water is fundamental for nature, agriculture, and our quality of life. The landscaping around the pond will showcase heritage plants of Onslow County.

Working with Landscape Architects, Water Feature Designers and allied professionals, Smith Sinnett Architecture is designing the Spring and Summer Houses and managing the overall planning of the Discovery Gardens of Onslow.

### SERVICES

Feasibility Study, Master Planning, Architectural Consultant Team Management, Construction Administration

### COMPLETION DATE

May 2016

### CLIENT REFERENCE

Jeffrey Hudson, Onslow County Manager  
Jacksonville, North Carolina  
910-347-4717

### PROJECT MANAGER

Rhonda Angerio

### CONTRACT AMOUNT

\$500,000

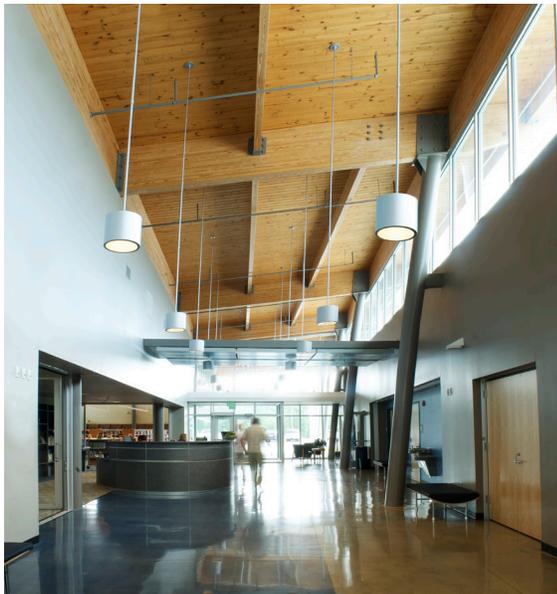
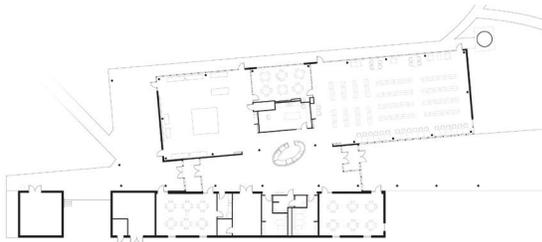
### CHANGE ORDERS

N/A as it is in process

### TOTAL PROJECT COST

N/A as it is in process

SECTION 9: PROJECTS SIMILAR IN NATURE



**ONSLow COUNTY  
ENVIRONMENTAL EDUCATION CENTER &  
PUBLIC LIBRARY**  
**LEED CERTIFICATION IN PROCESS**

This project focuses on the conservation and education of the local natural environment, including plants, animals, and species habitats. Visitor education will be provided through live demonstrations, video and audio programs, and active and static displays. Immediately adjacent to the building will be a series of exterior spaces for education and leisure including a deck area, wetlands trails, and an Environmental Education Center outdoor classroom. To further the educational objectives of the project, the sustainable building design integrates environmentally friendly building techniques which serve as working demonstrations. On site features will also include oyster shell recycling and general recycling. All of these sustainable features contribute to the building being USGBC LEED certified, which allows it to stand as an example of sustainable building in the community and beyond.

**SERVICES**

Feasibility Study, Master Planning, Architectural Consultant Team Management, Construction Administration

**COMPLETION DATE**

February 2014

**CLIENT REFERENCE**

Jeffrey Hudson, Onslow County Manager  
Jacksonville, North Carolina  
910-347-4717

**PROJECT MANAGER**

Rhonda Angerio

**CONTRACT AMOUNT**

\$3,867,350

**CHANGE ORDERS**

10

**TOTAL PROJECT COST**

\$3,820,528



SECTION 9: PROJECTS SIMILAR IN NATURE



**RANDOLPH COMMUNITY COLLEGE  
CONTINUING ED. & INDUSTRIAL CENTER  
ASHEBORO, NC**

NC SCO CERTIFICATE OF MERIT – 2014  
LEED GOLD

Under the guidance of the State Construction Office, the Continuing Education & Industrial Center Building at Randolph Community College was one of the first projects in North Carolina to go through the Advanced Planning process. Smith Sinnett Architecture was awarded the 2014 State Building Commission “Certificate of Merit” for this renovation.



This project required the evaluation of an adjacent property, including an outdated building, to discern how it could be converted into a machining, technology, and business development center. This facility is the first LEED certified building on the RCC campus.

**SERVICES**

Advanced Planning, Architectural, Construction Administration



**COMPLETION DATE**

11/26/2012

**CLIENT REFERENCE**

Dr. Shackelford, President  
336-633-0200

**PROJECT MANAGER**

Robert Carmac

**CONTRACT AMOUNT**

\$6,361,300

**CHANGE ORDERS**

7

**TOTAL PROJECT COST**

\$6,573,330 which included \$212,030  
in an owner requested upgrade



## STROUD PENCE STRUCTURAL ENGINEERING

STRUCTURAL ENGINEER

YEARS COLLABORATING WITH SMITH SINNETT ARCHITECTURE: 3



### Jeffrey R. Morrison, P.E., Principal Role: Project Engineer

Jeff is dedicated to providing exceptional service to our clients on all projects. He works closely with all team members to verify that the client's needs are being met in the most cost-effective and efficient ways possible.

Since 1999, Jeff has successfully managed the construction documentation and construction administration of a broad range of projects including education, commercial, municipal, mixed-use, retail, and government projects. He has significant experience with both new construction and complex additions and renovations to existing buildings. His experience encompasses small renovation projects to projects with a constructed value of over \$130 million. Jeff also has experience in the planning, budgeting and implementation of special inspection programs for a wide range of project types.

SP utilizes the most experienced and senior personnel throughout the project to ensure that we are consistently providing the highest quality professional services. As the project lead and contact person, Jeffrey would oversee and serve as the contact, and would assure that the appropriate staff are assigned to each task, that all project deadlines are met, and that all deliverables are fully checked and coordinated.

**EDUCATION**  
Bachelor of Science, Civil Engineering,  
Old Dominion University, Norfolk,  
Virginia, 1996

Master of Science, Civil Engineering,  
North Carolina State University,  
Raleigh, North Carolina, 2000

#### PROFESSIONAL ACTIVITIES AND AFFILIATIONS

American Society of Civil Engineers  
(ASCE)  
Structural Engineering Institute (SEI)  
Structural Engineers Association of  
North Carolina (SEA of NC)  
American Institute of Steel  
Construction (AISC)  
American Concrete Institute (ACI)  
Construction Specifications Institute  
(CSI) –Raleigh Durham Chapter –  
FY 15 President  
USGBC – NC Triangle Chapter

#### PROFESSIONAL ENGINEERING REGISTRATION

North Carolina - #027813  
South Carolina - #26250  
Virginia - #051719

#### PROJECT EXPERIENCE

- Radiology Room Renovation, Wake Tech Community College, Raleigh, NC
- Sullivan Residence Hall Renovations, North Carolina State University, Raleigh, NC
- Wilson Tech Community College Addition, Wilson, NC
- Campus Computing Center, East Carolina University, Greenville, NC
- Old Cafeteria Renovation for Student Services, East Carolina University, Greenville, NC
- Avent Ferry Administration Center Renovation, North Carolina State University, Raleigh, NC
- Building 10 Renovation, Vance Granville Community College, Henderson, NC
- Cosmetology Center, Randolph Community College, Asheboro, NC
- Daniels Student Store Renovation, The University of North Carolina at Chapel Hill, Chapel Hill, NC
- Facilities Operations Support Space, North Carolina State University, Raleigh, NC
- General Classroom Building, Fayetteville Technical Community College, Fayetteville, NC
- Griffin Hall Renovation, Elizabeth City State University, Elizabeth City, NC
- Hauser Hall Renovation, Winston Salem State University, Winston Salem, NC
- Health and Human Performance Building Room 101 Renovation, The University of North Carolina at Greensboro, Greensboro, NC

## STANFORD WHITE

MECHANICAL AND ELECTRICAL ENGINEERS

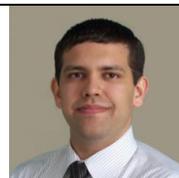
YEARS COLLABORATING WITH SMITH SINNETT ARCHITECTURE: 1



QUALITY ENGINEERING | EXCEPTIONAL CLIENTS

### Adam F. Spach, PE

Associate  
Mechanical Engineer



#### RESPONSIBILITY

Mechanical engineer primarily responsible for design team leadership, project management, project development, field investigations, construction observation and engineering design. Leader in office regarding sustainable design engineering. Responsibilities as an Associate include involvement with corporate decision making, liaison to clients and overall leadership duties within the firm.

#### EXPERIENCE

Mr. Spach has worked in the consulting engineering industry since 2001. His focus is sustainable mechanical design. Mr. Spach specializes in providing competent, cost effective engineering services for new construction and renovation of educational, commercial, recreational, research and healthcare facilities.

#### REGISTRATION

Registered Professional Engineer in North Carolina  
LEED Accredited Professional, USGBC

#### PROFESSIONAL AFFILIATIONS

Vice Chair, Wake County Citizens Energy Advisory Commission  
American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE)  
North Carolina Healthcare Engineers Association (NCHEA)  
Regionalization Task Force, Triangle Chapter, US Green Building Council (USGBC)

#### EDUCATION

Bachelor of Science, Mechanical Engineering with Computer Science concentration, Alfred University, 2000

#### PROJECTS

- Northwest Park Improvements, Town of Morrisville, NC
- Athletic Complex, Town of Holly Springs, NC
- Community Recreation Center, City of Goldsboro, NC
- Hilltop Recreation Center, City of Greensboro, NC
- Student Recreation Center, UNC-Wilmington, Wilmington, NC
- Fitness and Wellness Center, NC A&T State University, Greensboro, NC
- Athletic Complex, Town of Holly Springs, NC
- Crown Theater Pre-Design Study, Cumberland County, NC
- Main Library Renovations, Durham County Library, Durham, NC
- Sanford Readiness Center Renovation, NC National Guard, Sanford, NC
- Visitor Center Renovations – 5 Sites, NC Dept of Cultural Resources, NC

SECTION 10: CONSULTANT TEAM

## CLH DESIGN

LANDSCAPE ARCHITECTURE AND CIVIL ENGINEERING  
YEARS COLLABORATING WITH SMITH SINNETT ARCHITECTURE: 4



### Christine L. Hilt, FASLA, LEED® AP

#### President

#### Role

Principal-in-Charge, Landscape Architect

#### Education

North Carolina State University, College of Design  
Bachelor of Environmental Design, Landscape Architecture, 1983



#### Registrations

Registered Landscape Architect: North Carolina # 638  
LEED Accredited Professional, 2009

#### Experience

Christine Hilt is a leader in environmentally-friendly site design. In her 28 year career, she has designed multiple projects applying Green Building Design standards, the LEED rating system and High Performance Guidelines to site design applications. Additionally, under Ms. Hilt's guidance, CLH has become an award-winning firm for taking site design a step further in developing a "Site's That Educate" program to teach educators and students about environmental issues through hands-on wetlands plantings and stream buffer projects.

Mrs. Hilt's field of specialization is innovative educational / institutional design with an emphasis on public participation in environmental education, and has become a Healthy Schools and Smart Growth proponent and public speaker.

Ms. Hilt was recently inducted as North Carolina's 2011 Fellow through the National American Society of Landscape Architects (ASLA) Fellows Award for her exceptional and innovative work.

#### Selected Experience

##### Tennis Courts Experience

Carrboro High School, New Construction, Carrboro, NC (2006) – **LEED Silver Certified**  
Cuthbertson High School, New Construction, Waxhaw, NC (2009)  
East Wake High School, Tennis Courts Additions, Raleigh, NC (2007)  
Laney High School Tennis Courts Resurfacing, Wilmington, NC (2006)  
UNC Chapel Hill, Cobb (North East) Tennis Courts, Chiller Plant & Parking Deck, Chapel Hill, NC (2007)  
West Apex High School, New Construction, Apex, NC (2012)  
Wheatmore High School, New Construction, Trinity, NC (2009)

##### Town of Cary Experience

Cary Arts Center & Elementary School Construction Coordination (2010)  
Cary Downtown Theater Renovations and Streetscape Improvements (2012)  
Cary Town Park & Roberts Road / Green Level Church Road Master Plan – WCPSS H-7 (2010)

##### Park Experience

Annie Louise Wilkerson, MD Nature Preserve Park Master Plan (2010), Phase I (2011) and Phase II (2012) , Raleigh, NC  
Cliffs of Neuse State Park Visitor Center & East District Office, Seven Springs, NC – **LEED Gold** (2011)  
Dunn Road Community Center & City of Raleigh Park - North Wake Landfill Master Plan – *Pending LEED Certification* (2012)  
Knightdale Historic Downtown Park Master Plan (2010) & Phase I, Knightdale, NC (2012)  
NC Aquarium – Roanoke Island, Campus Design Plan, Manteo, NC (2011)  
Sturgeon City Civic & Education Center, Jacksonville, NC (2012)  
Sussman Park Master Plan, Greensboro, NC (2012)  
UNC Coastal Studies Institute Master Plan, NC – *Pending LEED Certification* (2012)



**SECTION 11: AFFILIATING WITH MINORITY, WOMAN OWNED, OR DISADVANTAGED BUSINESSES**

Smith Sinnett Architecture is a Raleigh based, award winning, certified woman owned Historically Underutilized Business (HUB). We promote and support the inclusion of minority consultants, contractors and subcontractors whenever possible.

**SECTION 12: QUALITY CONTROL AND ASSURANCES**

Smith Sinnett Architecture master plans all projects for future additions whether they are totally new facilities or existing facilities. We have a demonstrated history of anticipating and planning for the owner’s needs five to ten years in advance. We have done numerous additions where this planning has saved the owner hundreds of thousands of dollars in construction costs and avoided lost effort and unnecessary demolition.

We strive to understand a building’s inhabitants in order to design a space that not only meets our client’s needs; but exceeds their expectations. To realize the shared vision this process affords, we remain committed to staying within your means. Vast experience with strained budgets has taught us that good architecture is not comprised of expensive materials. We strive to be inventive with the most economical, sustainable building materials and straightforward methods of construction. We do not see budgets as inhibiting good design. We attribute this success to our strong design and construction administration capabilities and our dedication to superb client service.

We are experienced in dealing with time restricted project schedules. As we develop your schedule, we will take into consideration the maintenance department’s ability to make site visits during construction, as well as to help define the size and scope of smaller projects they can self-perform before overburdening their staff. Additionally, this schedule will allow us to put cash flow projections together for your staff.

**SECTION 13: LITIGATION**

Smith Sinnett Architecture is happy to report that the firm has been involved with no arbitrations or litigation. We attribute this success to our strong design and construction administration capabilities and our dedication to superb client service.

**SECTION 14: BILLING RATES**

Principal	\$ 150 per hour
Project Manager	\$ 120 per hour
Architect	\$ 110 per hour
Designer	\$ 90 per hour
Administrative	\$ 65 per hour

**REIMBURSABLE EXPENSES**

- Printing: Cost of Printing plus 1.2 multiplier for Administrative Costs
- Mileage at the current IRS tax rate, for applicable clients

**SECTION 15: WILLINGNESS TO SIGN ORANGE COUNTY STANDARD CONTRACT**

Smith Sinnett Architecture is willing to sign the Orange County Standard Contract Agreement for Design Consultant Services should we be honored with being selected as the firm for this exciting project.