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CITY OF WASHINGTON, GA FEASIBILITY STUDY PROPOSAL



September 01, 2020

Jerry deBin
City Administrator
City of Washington, Georgia
102 E. Liberty St.
Washington, GA 30673
706-678-3277

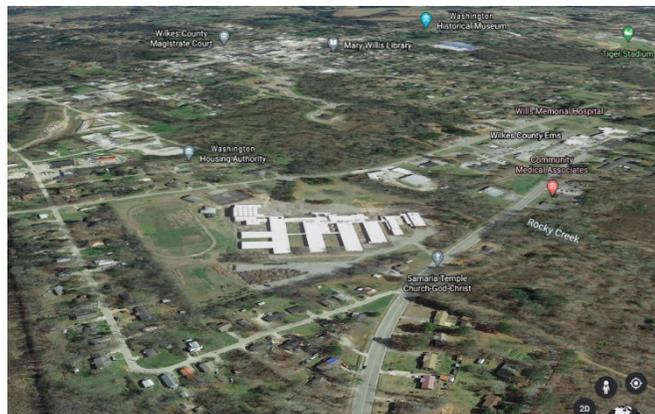
Subject: City of Washington Feasibility Study for the Washington -Wilkes Comprehensive High School and Middle School Site

Dear Jerry,

It was a great meeting you all and sitting down to learn more about the town and the evolution over the years and being able to tour the site firsthand to see some of the early clean up work and what remains. The Gordon Street site has incredible potential for the community and can hopefully provide a new home for community-based activities while helping to enrich the area. We are honored to be considered for helping to guide the vision and implementation of a masterplan and development for the site. The following letter outlines our understanding of the project scope, services required, and the fees associated with those services.

PROJECT UNDERSTANDING:

It is our understanding that the City of Washington would like to do a feasibility study to identify the highest and best use of the Gordon Street site to benefit the surrounding community. Our scope will cover three main steps: Programming & Community Engagement; Site and Building Analysis and Conceptual Masterplan. Following this we will provide a report and advise on the next steps for implementation.



The current property is located on Gordon Street and is approximately 26 acres with two larger building, one being the cafeteria and the other the gym. The property is currently abandoned, and some the support classroom buildings have been demolished and the site cleared for future use. Possible uses of the future site include a partnership for YMCA facilities, Classrooms and training facilities, Housing, Community Amphitheatre & event space the feasibility of theses and other ideas from the community will be investigated during the process.



Google Earth Image of the site



The following are your immediate goals for this project:

GOALS:

1. Develop a vision document connecting your mission with a narrative, conceptual master plan and 2 conceptual image sketches incorporating feedback from key stakeholders.
2. Develop a detailed master plan where infrastructure can be estimated.
3. Develop a plan which can be funded by the resources of the community or other entities identified by the city.





SCOPE OF SERVICES:

We propose to offer the following scope of services and deliverables:

I. PROGRAMMING & COMMUNITY ENGAGEMENT

- A. Kick-off meeting with core team
 - a. Data collection
 - b. Project schedule
 - c. Lines of communication
 - d. Identify case studies, vision, mission, and goals
- B. Stakeholder Identification & Engagement
 - 1. Facilitate a workshop with interested community stakeholders and potential partners eg. Community, industry, YMCA, Hospital
- C. Community Engagement using tools like questionnaires, community events and interviews.

II. SITE & BUILDING ANALYSIS

- A. Site - Setbacks, site access, sun path & wind direction, topography, & parking requirements
 - 1. Develop preliminary master plan, layout of building, sketch based on information provided and develop a draft narrative
 - 2. Meet with core team to review preliminary sketch and determine the 2 conceptual sketches
 - 3. Develop conceptual sketches and review with the team
- B. Building Analysis
 - 1. Design team to tour the site, investigate and document the existing conditions and flexibility for future use. This would include Structural and MEP consultants.
- C. Preliminary Market Study
 - 1. Preliminary Study of the market to identify what is needed and beneficial to the community and what already exists in the community. Also reviewing opportunities for funding new facilities. Private development would require an additional market study.

III. UPDATED CONCEPTUAL MASTERPLAN / VISION DOCUMENT

- A. Character preference
- B. Community design workshop
 - 1. One day workshop incorporating key stakeholders and community members in a design conversation.





C. Cost estimate

- 1. Final plan with one image shot
- 2. Meet to review and document the final for cost estimating
- 3. Recommend this effort to be focused on Step 4 - Implementation and include the services of a civil engineer.
- 4. If required, begin rezoning process

IV. IMPLEMENTATION

- A. Funding
- B. Priority
- C. Schedule (first action step)
- D. Celebration event- Open house

DELIVERABLES:

I. CONCEPTUAL MASTERPLAN / VISION DOCUMENT

- A. Design Narrative including the Vision, Mission, and Goals
- B. Site analysis maps
- C. Building Analysis
 - 1. Investigation of existing conditions
 - 2. Case studies of similar sites
 - 3. Program elements which can be reused and new proposed
- B. Conceptual Masterplan
 - 1. (2) Conceptual Vignettes of the main building
 - 2. (1) Overall aerial
- C. Implementation Checklist

FEE:

We propose to provide the above services for a lump sum fee of \$ XX,000. Please let us know if you would like to consider a-la-carte options for our services.

I. Programming & Community Engagement	\$ 16,000
II. Site & Building Analysis*	\$ 18,000
III. Conceptual Master Plan	\$ 22,000
IV. Implementation Plan	\$ 4,000
	\$ 60,000*

- We recommend an additional \$15,000 allowance for a private market analysis as needed.





SCHEDULE

We anticipate a 12-week schedule for the above services, depending on team availability. See attachment A for additional conditions of this contract.

- Programming & Community Engagement (3-4 weeks)
- Site & Building Analysis (3-4 weeks)
- Conceptual Masterplan (2-3 weeks)
- Implementation Plan (1-2weeks)

We remain open to alternative approaches to better align our services with your goals and look forward to working with you. If the above is acceptable, please indicate by signing two copies and return one copy along with a \$15,000 retainer. Please feel free to contact us if you have any questions.

Sincerely,
Sizemore Group

William de St. Aubin, AIA, LEED AP, CEO

cc: Accounting, File

Enclosures: Attachment A – Terms and Conditions
Attachment B – 2020 Hourly Rates

The above terms accepted by Jerry deBin, City Administrator

Name and Title

Date





Attachment A

Terms and Conditions

Reimbursable expenses will be billed at 1.1 times cost and include reproduction cost, and travel.

Our invoices are billed monthly on an hourly basis or as a percentage complete for the fixed fee rate as described herein. Invoices are due within 30 days of receipt. A late payment will be assessed at one percent (1%) per month. Payment not received within 90 days will result in a cause work to cease and withholding of all documents and a lien.

Additional services available upon request:

Additional services fees will be assessed at our standard hourly rates (see enclosure), or a fee can be negotiated for a specific service.

Architecture
Rezoning assistance
Hourly Building Assessment
Market Study
Professional renderings
Tenant Plans
All engineering
Environmental Testing and Surveys
Detailed Cost Estimating
Coordination with Civil and Landscape architecture
Scope changes out of sequence
Specialty Consultants
 Kitchen | Acoustic | Audio Visual | Lighting
Interior design
FF&E
Detailed models, professional renderings, or animation outside of the scope above
Sustainability Certifications
Project management
Additional Meetings and time spent on the concept beyond 6 weeks
Others as requested

If the services of any additional consultants outside our office are required, they will be billed at 1.15 percent to cover accounting and associated liability.





Attachment B – Hourly Rates

Title	Current Billing Rates
Principals	\$225
Project Manager	\$163
Lead Programmer	\$163
Lead Planner	\$138
Planner	\$108
Lead Interior Designer	\$138
Architect	\$130
Intern Architect II	\$108
Intern Architect I	\$95
Coordinator	\$85
Special Services	Varies



THE FIRM - SIZEMORE GROUP



CONTACT

William "Bill" J. de St. Aubin, AIA, LEED AP, CEO
Deanna Murphy, AICP, Director of Planning



ADDRESS

342 Marietta St NW | Unit #3
Atlanta, Georgia 30313



PHONE/FAX

404.605.0690 Phone
404.605.0890 Fax
678.523.1728 Bill - Cell
404.447.6513 Deanna - Cell



SERVICES

Community Master Plans	Economic Development
Community Engagement	Site Development
Tactical Urbanism	Feasibility & Programming
Arts Master Planning	Town Center Planning/Design
Historic Preservation	Design Guidelines



PRINCIPALS

Lily del C. Berrios, AIA, LEED AP BD+C, President
William J. de St. Aubin, AIA, LEED AP, CEO
Angel Kauffmann, IIDA, LEED AP BD+C, Director of Interiors
Deanna Murphy, AICP, Director of Planning



Sizemore Group is a multidisciplinary team of place-making experts specializing in progressive architecture, planning and design that serves the common good. Closely working with socially-conscious leaders in real estate development, government and education, Sizemore Group creates cultural places and beautiful spaces that are an extension of their communities and environments. The full-service firm sets itself apart by specializing in every phase of the place-making process, from planning to wayfinding, while engaging the public to offer a fresh perspective of what is possible and bring clients' visions to life. Guided by timeless principles with a curiosity of new materials and a strong social mission, Sizemore Group is an innovative design studio that looks ahead, while rooted by its rich history and experience as a pioneer of sustainable architecture and comprehensive city planning.

FORT MCPHERSON LCI MASTER PLAN

ATLANTA, GEORGIA

This Study consolidated and built upon previous plans for Oakland City, Fort McPherson, and the Atlanta BeltLine Westside Trail. The study developed a program of transportation improvements to provide connections between redevelopment areas and surrounding neighborhoods. We planned streetscape improvements and vibrant public spaces to enhance residential areas and created redevelopment concepts that were realistic and consistent with local market realities, and refined economic development concepts to create employment opportunities that benefit local residents.

PUBLIC ENGAGEMENT:

Public engagement included four official community meetings – one as part of the Fall Festival which brought over 400 participants; over 20 stakeholder interviews; an online survey that yielded over 600 responses; a project website; social media; press releases; neighborhood meetings; information booths; local festivals; among others. To gain input from those who couldn't attend a meeting, in addition to the online survey, we developed online activities to mirror the hands-on projects we completed at the physical meetings.

AWARD:

Outstanding Planning Document – Georgia Planning Association (GPA)
(Honorable Mention)





CITY OF COLLEGE PARK SIX WEST MASTER PLAN COLLEGE PARK, GEORGIA

Sizemore Group worked with the City of College Park to create a new master plan for the city's mixed-use development on 320 acres west of Hartsfield-Jackson Atlanta International Airport.

The City of College Park wanted to capitalize on its location near the airport, add more restaurants, maintain its historic golf course and historic buildings including the Brady Center, and create long-term sustainability. The city is targeting corporate headquarters and the entertainment, retail, technology, medical, hospitality and training industries for the development.

The plan calls for nearly 2 million square feet of class A office, including corporate headquarters; as many as six hotels; and 760,000 square feet of retail, including multiple restaurants and a premium retail center. The plan also adds a 5K loop walking/running trail around the development and a golf-related entertainment venue, while preserving the city's historic 9-hole golf course.

The project represents a major step forward in making the region's "Aerotropolis" vision of denser development around the airport a reality, with the potential to create thousands of jobs and attract hundreds of millions in investment.

The first phase of the master plan includes two areas, one of about 56 acres at the extreme north portion of the project master plan where residential development including multifamily, townhomes, and single-family homes would be located.





CITY OF SMYRNA TOWN CENTER & COMMUNITY CENTER

SMYRNA, GEORGIA

Phase I:

The City Center, located 15 minutes northwest of downtown Atlanta, was the focus of this Urban Land Institute (ULI) award-winning Public/Private Development led by Sizemore Group. As the Executive Architect, Sizemore Group provided a design solution that established a Village Green with a Main Street extension. This 28-acre site is now a mixed-use Town Center with a Community Center, Library, Municipal Services Building, Public Safety Headquarters and Fire Station. Sizemore Group served as Architect, Programmer, Planner and Interior Designer for Design and Site Development.

Phase II:

Sizemore Group also provided the design for the retail, loft and office spaces that were developed privately. The success of the entire project prompted financial gains for the City.

Services:

Architecture
Programming
Master Planning
Interior Space Planning
Design Review Services

Project Scope:

160,000 sf of Public Facilities
250,000 sf of Private Development
\$38 million

AWARD: Excellence Award – Urban Land Institute (ULI)





CITY OF RIVERDALE TOWN CENTER & COMMUNITY CENTER

RIVERDALE, GEORGIA

The center was intended to inspire a very high level of activity in Riverdale. This has resulted in it being used by Clayton County and the surrounding community. The facility is also used for county-wide celebrations. The large gym includes a stage for performances for 1,000 people. A smaller children's gym has become a popular trade exhibition event and meeting space. Divisible meeting rooms spill out onto an outdoor elevated terrace served by a full service kitchen. The performance / athletic space is supported by a dance studio, arts room and administrative offices.

Services:

- Master Planning
- Architectural Design
- Construction Administration

Project Scope:

45,000 sf
\$8 Million

Awards:

- AIA Georgia Merit Design Award, 2013
- Brick in Architecture Awards, Brick Industry Association, Silver, 2013





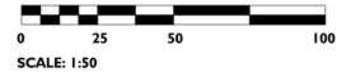
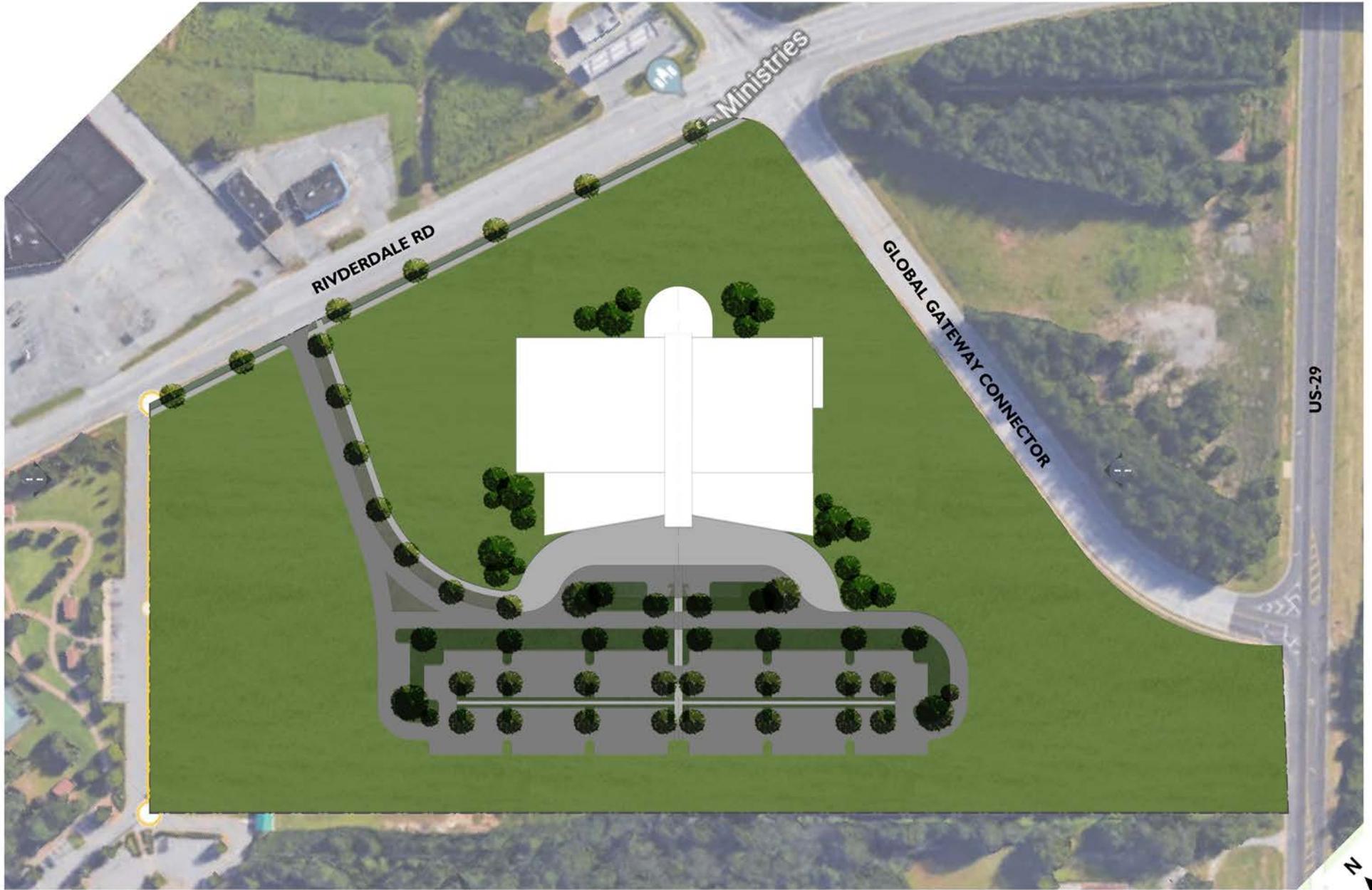
CITY OF COLLEGE PARK RECREATION / AQUATIC CENTER FEASIBILITY STUDY

COLLEGE PARK, GEORGIA

Sizemore Group was retained by the City of College Park to develop a Feasibility Study for a new community center facility with indoor aquatics at 2475 Riverdale Road, College Park. The process entailed a thorough community input process which consisted of: three community meetings, stakeholder interviews, a focus group meeting, and a community survey. With this information, the consultant team developed facility programming concepts, identified funding and partnership opportunities, and developed preliminary construction and operation cost estimates. The program verification process sets the stage for the next two phases of work: the design of the facility and its construction.

Services:

- Feasibility Study
- Community Engagement
- Program Verification





WILLIAM DE ST. AUBIN,
AIA, LEED AP, CEO
PRINCIPAL-IN-CHARGE
SIZEMORE GROUP

PRINCIPAL-IN-CHARGE

Bill de St. Aubin brings many years of experience leading successful designs involving complex sustainable environments. His process is to collaborate in an open manner with multi-disciplined teams to assure aspiring sustainable projects and studies are completed within constraints of the market. He directs each project or town plan to realize the highest aspirations of the community. The results are sustainable environments which provide a sense of heritage, civic pride and stronger sense of community. Often these projects and studies are catalysts for the redevelopment of an entire urban/suburban district.

RELEVANT EXPERIENCE

- AeroATL Greenway LCI Master Plan (AWARD WINNER)
- Alpharetta 10-Year Master Plan
- Cherokee County Bells Ferry Corridor LCI Master Plan
- City of Adairsville Master Plan
- City of Atlanta / Cobb County Hollowell-Veterans Memorial Corridor LCI Master Plan
- City of Atlanta Greenbriar Mall Town Center LCI Update
- City of College Park Six West Master Plan
- City of College Park Activity Center LCI
- City of East Point City Hall Master Plan and Design
- City of East Point LCI Master Plan
- City of Forsyth LCI Master Plan
- City of Kennesaw Town Center LCI Master Plan (AWARD WINNER)
- City of Marietta – Envision Marietta LCI Update
- City of Peachtree Corners Arts & Culture Master Plan
- City of Sandy Springs Roswell Road Corridor LCI Master Plan
- City of Smyrna Spring Road and Concord Road LCI Master Plans
- City of Stockbridge LCI Streetscape Implementation
- City of Woodstock Highway 92 Corridor LCI Master Plan
- Clayton County Mountain View Master Plan
- Clayton County Old Dixie Master Plan
- Crabapple Master Plan
- Cumberland CID Blueprint II Master Plan
- Cumberland CID TOD Framework Master Plan (AWARD WINNER)
- DeKalb County Medline LCI Master Plan (AWARD WINNER)
- DeKalb County Stonecrest Master Plan (AWARD WINNER)
- DeKalb County Town Center LCI Master Plan
- Duluth Town Center Master Plan (AWARD WINNER)
- Etowah Master Plan
- Fairburn Creative Placemaking Master Plan
- Fort Mac LCI & Tyler Perry Studios Master Plan (AWARD WINNER)
- Fulton County Public Art Master Plan
- Jimmy Carter Boulevard LCI Corridor Master Plan
- Johns Creek Town Center Master Plan
- Perimeter Center CID's 10 year LCI Master Plan Update
- Town Center Area CID LCI Master Plan
- Tucker-Northlake CID LCI Master Plan



DEANNA MURPHY,
AICP, PRINCIPAL
**PROJECT MANAGER •
DIRECTOR OF PLANNING**
SIZEMORE GROUP

PROJECT MANAGER • DIRECTOR OF PLANNING

Deanna Murphy is an urban designer, planner, and architectural designer who works to enhance our cities through community-oriented place-making and sustainable design. Deanna has worked as a designer and planner in the private, non-profit, and public sectors over the past 15 years, including positions at the Georgia Conservancy, G.H.Forbes and Associates, and the City of Atlanta. Currently, she is a Principal Planner and Architectural Designer at Sizemore Group, where she leads planning and architectural projects throughout the state. Deanna is a certified member of the American Planning Association, an expert in Tactical Urbanism – short-term, inexpensive placemaking strategies, and a 2016 alumni of Arts Leaders of Metro Atlanta (ALMA). Deanna co-founded PopATL, a tactical urbanism braintrust that works to create excitement and possibilities through temporary installations that highlight how we can improve our everyday spaces. As the Project Manager, she is responsible for the day to day management of project tasks, as well as the primary point of contact. She has managed a number of interdisciplinary teams that has led to the success of numerous projects.

RELEVANT EXPERIENCE

- AeroATL Greenway LCI Master Plan (AWARD WINNER)
- Atlanta Regional Commission Community Development Assistance Program, Technical Assistance Support
- City of Adairsville Master Plan
- City of Atlanta District 12 Neighborhood Plan
- City of Atlanta Greenbriar Mall Town Center LCI Update
- City of Bremen I-20/US27 Corridor Study
- City of College Park Six West Master Plan
- City of Fairburn Redevelopment Plan
- City of Hapeville Comprehensive Plan Update & LCI Master Plan (AWARD WINNER)
- City of Kennesaw Town Center LCI Master Plan (AWARD WINNER)
- City of Marietta – Envision Marietta LCI Update
- City of Peachtree Corners Arts & Culture Master Plan
- City of Smyrna Spring Road and Concord Road LCI Master Plans
- City of Woodstock Highway 92 Corridor LCI
- DeKalb County Medline LCI Master Plan (AWARD WINNER)
- DeKalb County Stonecrest LCI Master Plan (AWARD WINNER)
- Etowah Master Plan
- Fairburn Creative Placemaking Master Plan
- Fort Mac LCI & Tyler Perry Studios Master Plan (AWARD WINNER)
- Jimmy Carter Boulevard LCI Corridor Master Plan
- Town Center Area CID (TCACID) LCI Master Plan Update
- Tucker-Northlake CID LCI Master Plan

TEAM MEMBERS

PROJECT MANAGER · DIRECTOR OF ARCHITECTURE

Ms. Scott is a registered architect with over 15 of experience in Architecture and two years in Interior Design. She has worked both in the Caribbean and the US. Her architectural experience includes work on Churches, Libraries, Healthcare, Federal, Recreational, Retail + Mixed Use projects. She works with clients to successfully execute their vision for new projects and renovations. Tulia coordinates and manages design and engineering teams from concept through design and construction of the building. As an architect she has honed her skills in problem solving, space planning and client management. She is also passionate about projects which enhance and develop the community.

CIVIC EXPERIENCE

- 342 Marietta Street Office Redesign
- 400 Bishop Street Mixed Use Development
- Airport City Master Plan
- Cascade Mixed-Use Master Plan Development
- Central Atlanta Progress First Congregational Church Conceptual Design
- Central Atlanta Progress Hilliard Street Schematic Design
- City of Brookhaven City Hall Concept Design
- City of College Park Aquatic / Recreation Center Feasibility Study
- City of East Point City Hall
- City of Monroe Public Safety Building Renovation
- DASH Hillside Neighborhood Area Multiple Services
- Doug Stoner Residence
- Fulton County Senior Centers Program Management
- Fulton County Recreation Center Evacuation Plans
- Georgia Forestry Commission Timber Truck Shed
- Town Center East Mixed-Use Development
- Tyler Perry Studios Master Plan



TULIA SCOTT, AIA,
NCARB, NOMA,
LEED AP BD+C

PROJECT MANAGER ·
DIRECTOR OF
ARCHITECTURE

SIZEMORE GROUP

PROJECT MANAGER • DIRECTOR OF INTERIORS

Ms. Scott is a registered architect with over 15 of experience in Architecture and two years in Interior Design. She has worked both in the Caribbean and the US. Her architectural experience includes work on Churches, Libraries, Healthcare, Federal, Recreational, Retail + Mixed Use projects. She works with clients to successfully execute their vision for new projects and renovations. Tulia coordinates and manages design and engineering teams from concept through design and construction of the building. As an architect she has honed her skills in problem solving, space planning and client management. She is also passionate about projects which enhance and develop the community.

CIVIC EXPERIENCE

- Athens-Clarke County Bobby Snipes Water Plant
- City of East Point City Hall
- City of Griffin Public Works Space Allocation & Conceptual Design
- City of Monroe Public Safety Building Renovation
- DeKalb County Scott Candler Branch Library
- DeKalb County South Police Precinct Renovation
- DeKalb County South Senior Center
- Floyd County Government Buildings Space Allocation (including Police)
- Fulton County Project Management Services – Senior Centers
- Fulton County Senior Services Emergency Evacuation Plans
- Fulton County Solicitor's Office Interior Design
- Fulton County Southwest Performing Arts Center
- Fulton County Space Utilization & Reallocation
- Georgia State Financing & Investment Commission School for the Deaf, Cave Spring Improvement/Repairs & School for the Deaf, Clarkston Improvement/Repairs



ANGEL KAUFFMANN,
IIDA, LEED AP BD+C

PROJECT MANAGER •
DIRECTOR OF INTERIORS

SIZEMORE GROUP