

ACAI was founded in 1985, offering a wide range of services including planning, architecture, engineering, landscape architecture and construction management. ACAI has provided services on virtually all types of projects. Our design work runs the gamut from master plans for universities and industrial complexes to design through Construction Administration (CA) services for medical, educational, residential, industrial and commercial facilities. Our engineering work has focused on roofing consulting, including investigation, reports and recommendations, design of re-roofing and new roofing, specs, cost estimates and CA.



ACAI believes that good architecture is the physical manifestation of good ideas. We strive to create facilities that reflect a unique synthesis of their mission, functional purpose and, appropriately, express the spirit and personality of their ownership. Our commitment as skilled advisors to our client remains as it has been in the past -- answering needs with creative ideas, innovative solutions and well-executed, professional services.

## Professional Services

### **ARCHITECTURE, DESIGN and MORE**

ACAI offers a full range of services: Planning, Programming and Design Alternative Studies, Design Criteria, Design Development and Schematic Design, Pre-construction, Alternative Project Delivery, Construction Management, Landscape Design and Program Management Services.

### **SUSTAINABLE DESIGN**

A member of the US Green Building Council, ACAI is firmly committed to "green design." We believe that designing with the environment in mind enhances our design opportunities and adds value to the project. Our buildings focus on the reuse of materials, minimizing waste and economizing energy usage through passive and active means.

### **MASTER PLANNING: URBAN, CAMPUS, SITE AND CPTED PLANNING**

Rapid population growth, the expansion of urban areas and the need to foresee future space usage underscores the need for planning experts. Multi-use facilities, large campuses and industrial, commercial sites are looking to provide their users with strategically planned sites and facilities that not only meet their current requirements, but also allow for future expansions and renovations. Crime Prevention Through Environmental Design (CPTED) is an integral part of all of our design work.



Nova Southeastern University - Health Professions Division  
 Davie, Florida

### **RENOVATIONS**

Renovation projects have long been a core business for ACAI, and our repeat clients give testament to our ability in this area of work. Renovations can range from simple projects involving no more than an added partition to complex assignments involving interior demolition, re-design and construction of facilities while day-to-day functions are maintained. Much of our renovation work has come from Continuing Services contracts, such as those we have held with various school districts, the South Florida Water Management District, the Federal Government (e.g., through the VA, GSA, the Department of Defense) and the State of Florida's Department of Management Services.

**FACILITIES MANAGEMENT, INTERIORS AND TENANT IMPROVEMENTS**

This portion of our practice includes implementing services tailored to each client's needs. We have considerable experience managing "build to suit" and "infill" projects, many of which have involved scheduling activities while the facility remains in use. When our services include interior design, we offer a complete package with schedules for color, finish selection and furnishing specifications.

**ADA REVIEW AND RETROFIT DESIGN**

Since the implementation of Federal ADA requirements, countless clients have needed to review their facilities for compliance. Our reviews involve thorough reconnaissance, measurement and review of existing conditions; report and recommendations; design alternatives; construction documentation; and specifications for bidding. The review of Life Safety Code issues to ensure that existing facilities are in compliance is also a standard procedure in all renovation projects.



American Airlines Arena  
 Miami, Florida

**ROOF CONSULTING AND ROOFING DESIGN SERVICES**

ACAI has more than 2 million square feet of roofing design experience. We have experience with specific involvement in all types of membranes and systems: Coal tar pitch, modified BITUMEN, built-up asphaltic, single-ply rubberized membrane, standing-seam metal and liquid applied. Most on-site work is phased in order to work around day-to-day operations and minimize interruption of building users. ACAI is a member of the Roofing Consultants Institute (RCI) and the NRCA (National Roofing Contractors Association). Our projects include work for Palm Beach, Broward and Miami-Dade Counties, public school districts, the State of Florida, Broward and Palm Beach Counties, Broward College, GSA, the North Broward Hospital District, Nova Southeastern University, American Airlines Arena, and many others.

**Project Management Services**

ACAI has a wide range of experience managing projects on behalf of our clients. Our approach to each project is to examine the client's goals, budget and projected schedule at project start-up in order to ascertain how best to fulfill these objectives. Once the project is underway, ACAI's Project Manager reviews progress on a weekly basis, ensuring that each project is receiving the quality service it deserves. ACAI believes that proactive management is critical to each project's successful completion.



**SCHEDULING**

ACAI has many years of experience managing multiple projects concurrently, and has successfully managed Continuing Services as well as Single Service Contracts. Each of our Project Managers participates in a weekly Manager's meeting at which time each project's status and requirements are discussed.

In order to ensure that all current project assignments are delivered on time, ACAI prepares a detailed schedule so that all team members and clients are fully apprised of progress and decision requirements. All design decisions, regulatory agency reviews, approvals and document preparation milestones are scheduled so that design and construction activities can proceed uninterrupted in a logical sequence. The schedule for each project is regularly updated to stay current with project objectives.

### **COST CONTROL**

ACAI strives to provide our clients with the best quality product at the best price. The basic tenet of the firm's cost controls is that cost expertise is an integral part of the design team's skill -- a proactive, rather than reactive process. Most of the critical decisions affecting project cost are made in the early stages of design. For this reason, ACAI conducts cost-comparison studies at every phase as design moves from concept through its various evolutionary stages.

Value engineering options are entertained prior to the completion of construction documents to assure the best quality product, at the lowest cost to the client. ACAI's low-bid to-estimate range has historically been less than 2.5%, reflecting care and accuracy in cost estimating and design.

This approach to cost control has positively contributed toward lowering construction costs, improving design efficiency and accelerating a project's schedule without sacrificing our client's objectives.

## Project Delivery Methods

Our projects often involve one or a combination of the following delivery methods:

### **CONSTRUCTION MANAGEMENT**

ACAI has been involved in many successful CM and CM at Risk projects, ranging in size from simple interiors to complex multiple building facilities.



### **FAST TRACK**

Often linked to CM projects, this process involves the concurrent phasing of design, bidding and construction activities to facilitate a compressed design and construction phase. This is especially useful in approaching larger projects and rebuilding/repair projects, as it allows the architect and the contractor to frontload the scheduling of specific tasks that normally would have to wait until the entire design and bid process is completed.

ACAI has significant project experience with this type of delivery system, including the \$40 million NSU Health Professions Division Campus and the State of Florida's Florida City Farmers' Market.

### **PARTNERING**

Partnering is a process that emphasizes communication, teamwork and cooperation between all the "players" on a project team. A partnering meeting is held, team-building exercises are undertaken, and a Project Charter is written and signed. Partnering has held unprecedented and documented success nationwide, and is endorsed by the AIA, the AGC, the ACEC and the Department of Transportation in many states. This project delivery process has been used by the Army Corps of Engineers since 1988.

### **DESIGN-BUILD**

Teaming up architects/engineers and contractors provides the client with a single point of management responsibility from the outset. The design-build approach creates a climate of cooperation that results in delivery of a quality product at the lowest cost.

## Computer-Aided Design and Drafting

The incorporation of traditional design/drafting techniques with the latest advances in 3D modeling and animation, computer renderings, CAD drawings, with Building Information Modeling and document management impart a greater level of accuracy in each ACAI project -- and better service to our clients. Cutting-edge equipment is utilized throughout the design process to provide each project with greater efficiency, imagination and success.

Most recently, the use of Building Information Modeling (BIM) software has been preferred. BIM is used to explore a project's key physical and functional characteristics digitally before it's built, greatly reducing conflicts and streamlining the construction process. As an added value to the Owner, BIM contributes to the life-cycle of the building as it can be used as a facility management tool when the project is completed.

### **CONTRACT DOCUMENTS**

Complete construction documents, including specifications, are developed for each project. These are issued according to the project's schedule for submittals prior to the bid.

### **BID**

During the bid process, the Project Manager coordinates with the client the issuing of any information needed by Contractors prior to bid, reviews the construction budget estimate, and reviews the contractor's bids to help award the construction contract.

## Quality Control/Quality Assurance Program

ACAI's QC/QA Program is part of the firm's Total Quality Management approach to its projects (a copy of the Program is available upon request) and entails the review of documents at pre-established phases of development to ensure that all plans and documents conform to client standards and criteria and are void of errors and omissions, within the bounds of Standard of Care established for the industry.

QC/QA begins with an internal "start-up" meeting involving all key project individuals. The scope of services, tasks, budgetary review and project accountability procedures are reviewed, along with the project schedule, for each phase of the project. Independent reviews of documentation are performed at pre-determined points in the progress of the project (e.g., schematic design, design development and construction document phases) and require the completion of a checklist and evaluation of all drawings and specifications.

Each consultant on the ACAI team is involved in the QC/QA review, and their documentation for the project is reviewed for coordination and completeness. When the QC/QA program has been completed, a QC/QA sign-off document is then executed and retained in the project files.

## Contract Administration

Recognizing that the construction phase is critical to successful project management, ACAI maintains carefully documented records, including meeting minutes, logs for RFIs, COs, shop drawings, submittals, etc., to keep all parties abreast of current developments. A project's designated Contract Administrator (CA) reviews the construction documents prior to the pre-construction meeting and visits the construction site regularly to monitor construction progress and answer the contractor's questions. The CA keeps the client abreast of construction progress and answers the contractor's questions, issues a punch list and verifies completion of the project. Our services include a one-year post-occupancy walk-through to review project issues after the user-group is in place and prior to the expiration of warranties and construction management delivery for especially challenging projects.