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ABOUT TMG


Marshall retired from the federal government as Director of Design and Construction for the U.S. Department of Defense. In that role, he was responsible for the development and implementation of all design criteria, policies, and construction standards used in the Department of Defense’s annual, multibillion-dollar, worldwide design and construction program.

For 35 years, Marshall led TMG with passion for the profession, dedication to making a difference in the built environment, and a commitment to championing the rights of those underrepresented in the profession. He was a leader in the built community and mentored and inspired a generation of architects. Under his leadership, TMG commissions ranged from small renovations to multimillion-dollar new construction.

Our core partners and associates, who have been together for over 30 years, remain guided by the same principles that Marshall championed: Improving people’s lives, exciting and investing in communities, and enhancing environments through comprehensive architecture, interior, and construction services.

Over the years, TMG has developed a reputation as a small firm that provides big service. That is because we offer a unique approach to solving clients’ challenges based on personalized attention and responsiveness. Fundamental to our philosophy of design excellence is the active participation of the client and our principals throughout the process. We are committed to satisfying our client’s needs, not our egos.

Our professionals are licensed in architecture, general contracting, and interior design and are strengthened by strategic alliances in order to bring an integrated approach to meet all of our clients’ unique needs. Due diligence. Innovative design. Technical excellence. Years of experience. It all adds up to a genuine partnership that is rare and rewarding.

Joy Marshall Ortiz, AIA  Josh Collier Jr., AIA  Ricardo Ortiz, AIA  Ricardo Ortiz Jr.

THE MARSHALL GROUP IS A SMALL, WOMAN OWNED, MINORITY BUSINESS
ENGINEERING SERVICES 5451330 (ENG)

The Marshall Group shall provide technical and administrative support services for the planning and execution of architectural, engineering, and construction-related projects and activities to support the owner. Services will be provided and completed with maximum cost efficiency, with close attention to detail and project requirements.

Services provided include, but are not limited to:

PROJECT MANAGEMENT / ADMINISTRATION:
- Project administration
- Disciplines coordination / document checking
- Value analysis balanced with budget and program
- Schedule development / monitoring of work
- Preliminary cost estimates
- Presentations
- Construction management

EVALUATION / PLANNING:
- Programming
- Existing facilities survey
- Site analysis / zoning studies

DESIGN SERVICES:
- Concepts
- Material selections
- CADD drawings
- Building information modeling
- Renderings / 3D drawings

BIDDING / NEGOTIATION:
- Bid assistance and evaluation
- Contract award assistance
- Analysis of alternatives

CONTRACT ADMINISTRATION:
- Submittal review
- On-site visits
- Inspection administration
- Project modification / change order review
- Contract cost accounting
- Record drawings
- Warrant review
- Post-contract evaluation

Note: Services under this SIN cannot include architect-engineer services as defined in the Brooks Act and FAR Part 2, or construction services as defined in FAR Parts 2 and 36.
COMPREHENSIVE FURNITURE MANAGEMENT 541614 (CF)
The Marshall Group shall provide comprehensive furniture management services utilizing technical resources and expertise to implement projects related to infrastructure design, installation, reconfiguration, and management. Services will be provided and completed with maximum cost efficiency and minimum disruption.

Services provided include:

**PROJECT MANAGEMENT:**
- Provide support for design, reconfiguration, and resizing of office spaces and similar facilities
- Serve as a liaison between the customer and end-users
- Manage schedules and deliverables
- Provide expertise for the overall management of projects to ensure customer’s needs are met

**DESIGN/LAYOUT:**
- Develop programs
- Create restack plans
- Develop concept designs and interior layouts
- Create furniture plans and specifications
- Select finishes and furnishings

**ASSET MANAGEMENT:**
- Manage, develop and implement asset management systems
Reconfiguration/Relocation/Installation Management 541614 (OR)

The Marshall Group shall provide technical expertise, planning, labor, and materials required for relocating and/or reconfiguring existing furniture, equipment, and related supplies. Services will be provided and completed with maximum cost efficiency and minimum disruption.

The services provided include:

**PROJECT MANAGEMENT:**
- Create reconfiguration/relocation/installation plans and schedules
- Ensure accurate implementation of reconfiguration/relocation/installation plans and schedules
- Coordinate with other professional crafts and tradespersons

**MOVE MANAGEMENT:**
- Develop furniture, furnishings, and equipment inventories
- Oversee furniture, furnishings, and equipment installations and reconfigurations
- Provide all required materials
- Create guidelines
- Develop employee transition guides and handbooks
- Verify field dimensions prior to installation
- Move, disassemble, and/or assemble furniture and furnishings

**ASSET MANAGEMENT:**
- Arrange temporary and long term warehousing for furniture and furnishings
- Ensure proper accountability of items in storage
- Manage and execute inventory and barcoding process
- Manage, develop and implement asset management systems
Following the tragic events of 9/11, The Marshall Group was selected to develop the program and design facilities for four U.S. Customs and Border Protection entities. The scope for the Raymond Boulevard project included laboratories, an indoor firing range, administrative offices, support areas, and a rooftop atrium.

Services Provided:
- Program development
- Survey of existing conditions
- Concept designs
- Construction documents & administration
- Furniture management, procurement, and installation

The Marshall Group completed additional projects as a part of the post 9/11 recovery efforts, including:
- One Penn Plaza - $14,563,000 / 95,903 SF
- West 26th St. - $17,000,000 / 130,000 SF
- 1400 L. St. - $10,000,000 / 113,000 SF
The Marshall Group was selected by the Commonwealth of Virginia Department of Transportation to design a new welcome center following regional design styles and LEED Gold certification requirements. The existing facility, at approximately 2,085 sf, was demolished and a new 15,600 sf facility was constructed.

Services Provided:
- Program development
- Concept design
- Construction documents
- Construction administration

SQUARE FOOTAGE: 15,600 SF
BUDGET: $6,000,000

Recognition:
- The 2009 Virgo Travel & Tourism Award for "Best Visitor Center of the Year"
The Marshall Group was hired to survey and provide design concepts for the renovation of the USDA executive “People’s Dining Facility” in Washington, DC. Final construction plans were completed by USDA utilizing TMG’s design concepts.

**Services Provided:**
- Program development
- Survey of existing conditions
- Concept plans
- Elevations and renderings
- Selection of finishes, fixtures, and furniture

**PROJECT DESCRIPTION**

The Marshall Group was hired to survey and provide design concepts for the renovation of the USDA executive “People’s Dining Facility” in Washington, DC. Final construction plans were completed by USDA utilizing TMG’s design concepts.

**SQUARE FOOTAGE: 2,500**

**United States Department of Agriculture**

Headquarters
Washington, D.C.
The Marshall Group provided inventory management services for two warehouse facilities on the USMMA campus. The project goal was to create a baseline of existing inventory and add the information into the facilities management software.

**Services Provided:**
- Field investigation
- AutoCAD facility drawings
- Product and automobile inventory
- Data input into facilities software
- Drawing and inventory integration
- New organization and storage recommendations

### Project Samples

**United States Merchant Marine Academy**

**Academic Facility**

Kings Point, New York

**SQUARE FOOTAGE:** 16,000 SF,

**PROJECT DESCRIPTION**

The Marshall Group provided inventory management services for two warehouse facilities on the USMMA campus. The project goal was to create a baseline of existing inventory and add the information into the facilities management software.
The Marshall Group provided full-service architectural, design, and construction administration services for a new headquarters facility for the National Fair Housing Alliance.

Services Provided:
- Test fit
- Program development
- Schematic design
- Construction documents
- Construction administration
- Color boards
- Renderings
- Furniture selection
- Specification services

PROJECT DESCRIPTION
The Marshall Group provided full-service architectural, design, and construction administration services for a new headquarters facility for the National Fair Housing Alliance.

SQUARE FOOTAGE: 7,000 SF
BUDGET: $700,000

National Fair Housing Alliance
Headquarters
Washington, DC
<table>
<thead>
<tr>
<th>Service Proposed</th>
<th>Description</th>
<th>Minimum Education</th>
<th>Minimum Years of Experience</th>
<th>Government Rate (per hour)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Executive</td>
<td>Provides coordination and completion of projects, managing time and budgets and project scopes. Oversees all aspects of projects. Sets deadlines, assigns responsibilities and monitors and summarizes progress of project. Prepare reports for upper management and client regarding status of project.</td>
<td>Bachelors</td>
<td>2</td>
<td>$99.75</td>
</tr>
<tr>
<td>Designer - Architectural/Construction</td>
<td>Creates plans, drawings, and layouts for buildings and interiors to assist the owner in determine needs. Designers have a degree in Architecture or Interior Design. They may or may not be recognized by a statutory body.</td>
<td>Associates</td>
<td>2</td>
<td>$72.54</td>
</tr>
<tr>
<td>Drafter - Project Technical Support</td>
<td>Prepares conceptual drawings of architectural designs and plans for buildings and structures utilizing various software as required. Prepares other graphics in support of the project, including, graph, charts schedules etc.</td>
<td>High School</td>
<td>2</td>
<td>$59.85</td>
</tr>
<tr>
<td>Technical Manager - Structural</td>
<td>Reviews documents, creates conceptual designs structural layouts for buildings to meet the end user's needs. Inspects existing conditions, prepares feasibility reports to assist owner in future project requirements.</td>
<td>Bachelors</td>
<td>5</td>
<td>$90.68</td>
</tr>
<tr>
<td>Drafter - Structural</td>
<td>Creates conceptual plans, drawings, and layouts for buildings.drafter - Structural</td>
<td>High School</td>
<td>2</td>
<td>$72.54</td>
</tr>
<tr>
<td>Drafter - Structural</td>
<td>Creates conceptual plans, drawings, and layouts for buildings. Reviews existing documents, creates reports.</td>
<td>Associates</td>
<td>2</td>
<td>$70.12</td>
</tr>
<tr>
<td>Senior Technical Project Manager - Electrical</td>
<td>Creates conceptual designs Electrical layouts for buildings to assist the owner with determine the end user's needs. Develops feasibility reports, reviews drawings created by others, conducts field investigations. Minimum Bachelor's degree, May or may not be licensed and recognized by a statutory state board. Coordinates efforts of team.</td>
<td>Bachelors</td>
<td>10</td>
<td>$148.36</td>
</tr>
<tr>
<td>Technical Manager - Electrical</td>
<td>Creates and designs for Electrical layouts for buildings to meet the end user's needs. Minimum Bachelor's degree, May or may not be licensed and recognized by a statutory state board. Coordinates efforts of team.</td>
<td>Bachelors</td>
<td>5</td>
<td>$93.46</td>
</tr>
<tr>
<td>Technical Assistant - Electrical</td>
<td>Creates conceptual designs for Electrical layouts for buildings to meet the end user's needs. Reviews existing documents and creates reports. Minimum Bachelor's degree, May or may not be licensed and recognized by a statutory state board. Coordinates efforts of team.</td>
<td>Bachelors</td>
<td>5</td>
<td>$86.98</td>
</tr>
<tr>
<td>Designer - Electrical</td>
<td>Creates conceptual plans, drawings, and Electrical layouts for buildings. Reviews existing documents, creates reports. They are not recognized by a statutory body.</td>
<td>Associates</td>
<td>2</td>
<td>$70.12</td>
</tr>
<tr>
<td>Senior Technical Project Manager - Mechanical</td>
<td>Creates conceptual designs Mechanical layouts for buildings to assist the owner with determine the end user's needs. Develops feasibility reports, reviews drawings created by others, conducts field investigations. Minimum Bachelor's degree, May or may not be licensed and recognized by a statutory state board. Coordinates efforts of team.</td>
<td>Bachelors</td>
<td>10</td>
<td>$151.73</td>
</tr>
<tr>
<td>Technical Manager - Mechanical</td>
<td>Creates conceptual designs for Mechanical layouts for buildings to meet the end user's needs. Reviews existing documents and creates reports. Minimum Bachelor's degree, May or may not be licensed and recognized by a statutory state board.</td>
<td>Bachelors</td>
<td>5</td>
<td>$97.89</td>
</tr>
<tr>
<td>Technical Assistant - Mechanical</td>
<td>Creates conceptual plans, drawings, and Mechanical layouts for buildings. Reviews existing documents, creates reports. They are not recognized by a statutory body.</td>
<td>Bachelors</td>
<td>5</td>
<td>$87.66</td>
</tr>
<tr>
<td>Designer - Mechanical</td>
<td>Creates conceptual plans, drawings, and Mechanical layouts for buildings. Reviews existing documents, creates reports. They are not recognized by a statutory body.</td>
<td>Associates</td>
<td>2</td>
<td>$70.12</td>
</tr>
<tr>
<td>Senior Technical Project Manager - Plumbing</td>
<td>Creates conceptual designs Plumbing layouts for buildings to assist the owner with determine the end user's needs. Develops feasibility reports, reviews drawings created by others, conducts field investigations. Minimum Bachelor's degree, May or may not be licensed and recognized by a statutory state board. Coordinates efforts of team.</td>
<td>Bachelors</td>
<td>10</td>
<td>$155.09</td>
</tr>
<tr>
<td>Designer - Plumbing</td>
<td>Creates conceptual plans, drawings, and Plumbing layouts for buildings. Reviews existing documents, creates reports. They are not recognized by a statutory body.</td>
<td>Associates</td>
<td>2</td>
<td>$65.86</td>
</tr>
<tr>
<td>Field Inspector</td>
<td>Performs site inspection services to determine existing conditions, take field measurement or document construction progress on projects.</td>
<td>High School</td>
<td>2</td>
<td>$72.54</td>
</tr>
<tr>
<td>Cost Estimator</td>
<td>Prepares estimates for the time, money, materials, and labor required on a project.</td>
<td>High School</td>
<td>2</td>
<td>$81.61</td>
</tr>
<tr>
<td>Specifications Writer</td>
<td>Develops project specifications for furniture, fixtures and building materials for project specific needs.</td>
<td>High School</td>
<td>2</td>
<td>$81.61</td>
</tr>
<tr>
<td>Construction Manager</td>
<td>Possess excellent communication skills and leads a diverse team that includes everyone involved in the process, from the client, designers, and architects to the site workers and tradespeople.</td>
<td>High School</td>
<td>5</td>
<td>$81.61</td>
</tr>
<tr>
<td>Clerical</td>
<td>Provides clerical support for the project.</td>
<td>None</td>
<td>2</td>
<td>$54.41</td>
</tr>
</tbody>
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THE MARSHALL GROUP, LTD.
ARCHITECTURE I INTERIORS I CONSTRUCTION

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11250 Roger Bacon Drive
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