



LEAPLEY
CONSTRUCTION



building successful projects through trust, quality & collaboration



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"I just want to write you a short note to thank you and your team for all the great work you have done for Coca-Cola's Washington, DC office. You have worked with us continually over the last decade and always give us exceptional results."

—Bryan Anderson, *The Coca-Cola Company*

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section one

company profile

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company profile

Leapley Construction Group of Atlanta, LLC is quickly becoming one of the premier interior contractors in the Southeast. Founded by Meredith Leapley in 1999, the company has capitalized on Atlanta's need for a woman-owned commercial contractor specializing in interior construction.

the leapley promise

trust We honor our commitments, provide solutions in complex situations and make our relationships a priority. Our reputation within and outside our office is about accountability, integrity and respect. **We say what we are going to do, then do it!** Our behaviors drive trust among our clients, staff and subcontractors.

quality Our number one priority is to understand the expectations of our customers and deliver above those expectations. We do that by providing a superior team that will deliver a superior product. Our focus is on our process which drives high performance and a sense of urgency. We prioritize our actions, provide immediate communication, and as a result, we meet schedules, budgets and high quality workmanship.

collaboration We engage in an integrated approach to every project by promoting teamwork across all functional areas. We create an environment where sharing ideas and knowledge is encouraged so that we provide the best solutions for our clients. The entire process benefits when the team has a collective approach.

Meredith Leapley

president
& founder



Partial client list:

- CNN
- Wendy's Arby's Group
- Assurant
- The Coca-Cola Company
- Hitachi Data Systems
- Kaplan Inc
- FAA
- Wells Fargo
- BB&T
- Immucor
- Marriot
- Verizon
- Fifth Third Bank
- World of Coca-Cola
- Bauder College
- Novelis
- Erickson
- Solvay Pharmacy
- HOK
- Minute Maid
- T-Mobile

trust | quality | collaboration

about us

sustainable

Leapley Construction is a member of the U.S. Green Building Council (USGBC). Our membership signifies our commitment to environmentally sustainable building techniques. We are proud to employ and partner with many professionals that make environmentally friendly construction practices a top priority. Among our staff are many LEED Accredited Professionals. Among our clients, we have supported LEED Gold, Platinum and Silver efforts within various construction projects. We believe that by continually developing and adhering to methods of sustainable construction and business practices, we not only impact the environment that we live in, but also maintain our ability to stay ahead of the competition.

diverse

Leapley Construction is a certified Women's Business Enterprise (WBE) and the largest women-owned general contractor firm in Atlanta, GA. Leapley is committed to hiring and partnering with highly skilled, professional and diverse talents who embrace our company values. As a result, we have been recognized by Women Enterprise Magazine ranking us in the top 100 women-owned firms in the U.S.

reach

Leapley Construction believes in a true partnership with their clients. In developing our relationships we strive not only to understand the scope of construction but also the direction of the company, the key stakeholders, and the goals and priorities of the project. We know that each client and each project comes with a unique set of requirements. As a result, we tailor our services to align with your goals and priorities in a consistent and repeatable approach, so that we can effectively support you locally, as well as nationally as your needs require. Leapley Construction is licensed to work in 7 states currently and is continually expanding our reach to support your national needs.

Leapley Construction is
licensed to do business in
the following states:

- California • Florida
- Georgia • Maryland
- South Carolina • Texas
- Washington, D.C.

sustainable | diverse | reach

the leapley team



“They have consistently performed on time and on budget with great competency and integrity. Their Project Managers and Superintendents are most courteous with good knowledge of all aspects of Construction and Management.”
— *Hushang Farhadi, Turner Properties*

Because our success is a reflection of the combined experience of our employees, we are pleased to report that the average experience of our pre-construction group is 36 years and the average experience of our project management group is 12 years. As a result, Leapley Construction brings to the table a comprehensive approach with extensive knowledge and experience in every discipline of construction management.

industry recognition

Leapley was honored to accept the prestigious Partners in Promise Award from The Coca-Cola Company in 2005 and Turner Property's 2007 Trailblazers Award. In addition, the Atlanta Business Chronicle has ranked Leapley Construction in the Top 25 Interior Commercial Contractors List for the past eight years. Leapley Construction was recently ranked #10 for the 2010-2011 year.

community involvement

We understand the importance of giving back to the communities in which we live and work. We hire people with a passion for giving back. They are active in their communities not only through their career activities, but also at home and in their personal lives. Whether it be coaching a kid's softball team, teaching Sunday School, or volunteering at a local level, we believe community involvement is vital for a company to be successful.

Meredith Leapley leads by example as the Big Brothers Big Sisters of Metro Atlanta (BBBSMA) Board Chair for 2011-2013, a board member for 4 years, and a big sister herself since 2003. Our employees follow her lead with personal commitments to non-profits including Corporate Real Estate Women's Foundation (CREW), Habitat for Humanity, The Atlanta Women's Foundation, The Covenant House, The Atlanta Humane Society and many others.



Big Brothers Big Sisters



GEORGIA CENTER FOR CHILD ADVOCACY



supported organizations | Big Brothers Big Sisters | The Covenant House | The Jerusalem House | Center for Children | Corporate Real Estate Women's Foundation (CREW) | Habitat for Humanity | The Atlanta Women's Foundation | The Atlanta Humane Society

giving back

section two

project approach



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project approach

At Leapley, we believe that every project is unique. We also believe that successful project experience is a powerful teacher. We place a focus on continuous improvement and a focus on results in the form of increased quality, reduced cycle times, and lower costs.

Our project teams have what it takes to deliver the most challenging projects on time and within budget while maintaining the highest quality standards. We are committed to working with you and your team from concept to completion. The following information outlines how our qualified team will approach your project:

preconstruction phase

The way we see it, our job begins before the actual construction. Our “big picture” approach means that we bring our significant commercial real estate experience to the table to be utilized by our clients early in the process. We have the ability to analyze agreements, review work letters, evaluate floor plans (both current and plans under consideration), and perform a value analysis to help you determine the best approach for your project. In addition we provide conceptual estimating to explore various building options, a constructability review and a project schedule that identifies the critical path and long lead items to troubleshoot labor and material delivery issues. In the preconstruction phase we embrace your priorities and goals and carry these forward throughout the project.



“Your ability to collaborate well with the architect to come up with quick, cost efficient, high impact solutions helped us stay on time and budget.

While the budget and timing were challenging, we needed to complete a very complicated build in only 8 weeks and a requirement to re-use all items possible from our existing facility - including windows, doors, counters etc. and the way you achieved this was top notch.”

—Kim Alexander,

KO Lab Collaboration Center

trust



“Working with Leapley Construction Group was indeed a pleasure. We could not have found a more courteous, prompt and professional team to handle our project. Your knowledge and expertise of the construction industry was invaluable to our company.”
—Sherry Massey,
The Coca-Cola Company

construction phase

Leapley was founded on the belief that to be different, a company must think and act differently than what is normally expected of an interior general contractor. So during construction we provide services above and beyond what a traditional interior contractor would typically provide. In addition to the services offered below, we become an extension of your team with your values, priorities and goals.

Site Management - We provide full-time site supervision to manage and coordinate efforts of subcontractors; maintain quality control over all elements of the project; and assure strict adherence to contract documents and client processes and procedures.

Schedule & Budget Management - We use the latest Microsoft suite products to manage both the schedule and the budget. MS Project is utilized to produce detailed project construction and staffing schedules and is updated regularly to evaluate changes and their impact on the overall schedule. In addition, the project schedules are revised to ensure the most cost efficient deployment of labor and subcontractor resources and are evaluated for their impact on the budget.

Submittal Log Management - We develop and maintain a complete list of all project material submittals. We monitor the transmittal of these documents between subcontractors, Leapley, owners, architects and tenants to ensure that everyone is on the same page.

Change Order Management - Leapley will produce a schedule in which to record dates and status of all change order requests, proposals, reviews, and approvals as the documentation is sent to and received from owner, contractor, consulting engineers, and others involved in the process. The main objectives will be to know the status of the contract sum at all times as well as the status of all change orders in process.

Request For Information (RFI's) Administration - Leapley will utilize a Request for Information form (RFI) to request information for the project concerning the plans, specifications, special provisions or constructability and will maintain a comprehensive RFI log at all times throughout the project process to manage both questions and answers.

Safety Program - It is the policy of Leapley Construction to perform all of its work in the safest manner possible, while maintaining good construction practices. No job should be rushed to the point that it is unsafe. To fulfill our vision, Leapley has put into practice an effective accident prevention program to be enforced on each and every jobsite. We conduct regular and frequent “Tool Box Meetings” with our field staff and subcontractors to discuss ways to reduce the risk of injury while maintaining the project momentum. Our extraordinary safety record has earned us a workman’s compensation modifier of 0.84, well below industry standard!!!

Quality Control Program - Quality control and safety represent increasingly important concerns for construction project managers. Quality control during construction consists largely of ensuring conformance to the original design and planning decisions. Also, Leapley administers a QC program that includes independent inspections performed during all phases of the project.

quality

project close-out | warranty phase

We realize that the services performed at this stage are critical to the tenant throughout the duration of their occupancy of the space. Leapley's attention to detail does not waver during this phase.

Punch List - We develop a complete list and see to the timely and correct completion of every item on that list. We also verify final acceptance of all elements.

O&M Manuals - We collect, compile, organize and distribute the following project documents: O&M instructions for all equipment; Product care instructions for all finished surfaces; As-built drawings (architectural, mechanical and electrical); and all product warranties.

Release of Lien - We collect a final release of lien from all subcontractors.

Project Close-Out - The speed with which a project is closed is indicative of the quality of the general contracting firm. Leapley is committed to completing all workmanship-related items within 10 days of punch list organization, phase by phase. All warranty and as-built documents are kept on file in the site office until the last phase of work is satisfactorily completed.

Warranty and Service - Upon project completion, all pertinent documents are organized and stored safely in our archives, where they are readily accessible. This feature offers a real advantage to clients who retain Leapley to provide warranty and future renovation services on that space.



"I have experienced many great projects and your company is at the top of my list of trusted, qualified, building professionals. It is my hope that other companies will experience the pleasure and ease I have, working with Leapley Construction Group over the last 10 years."
—Randy Clark, Principal,
Clark Design Associates, LLC.

collaboration

schedule & communication

Our philosophy of providing the highest level of quality and service to our clients begins with communication. In a time of constant change, Leapley Construction Group of Atlanta offers a unique advantage: a highly experienced Project Team assembled to work effectively with the Architect and Client in providing the most cost efficient means in which to complete each project on schedule and within budget.

We believe it is essential for all parties involved in the construction process to be well informed of the project's progress from the onset to its completion. Therefore, Leapley Construction Group of Atlanta uses the most technologically advanced computer software including Microsoft Project to generate Project Schedules. It offers a user-friendly scheduling format designed to provide an item by item breakdown highlighting those items that affect the critical path of the project while charting the overall progress of the project phase by phase.

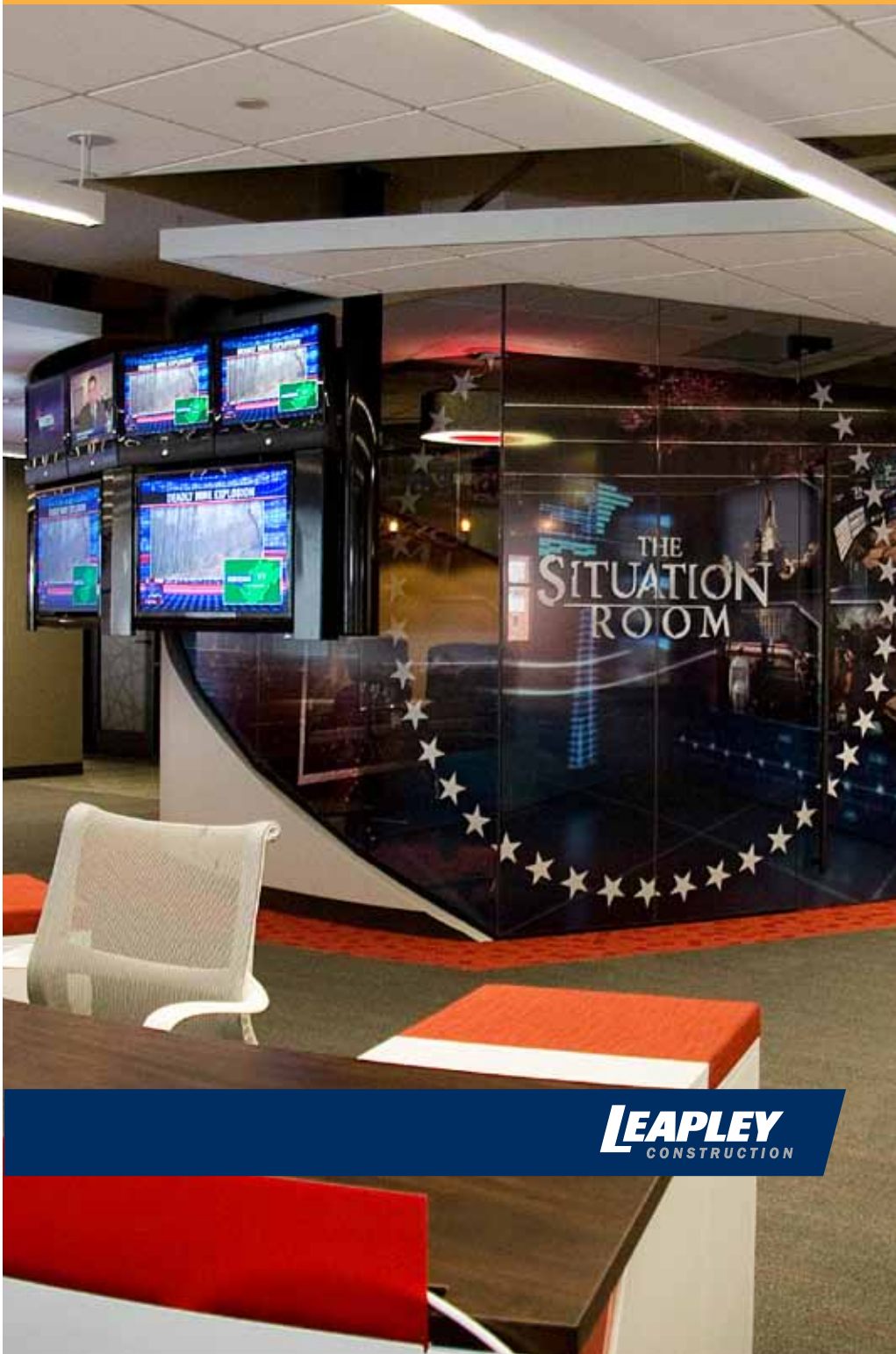
Keeping with our philosophy, the schedule will be updated and presented to the Project Team during the weekly progress meetings.

sample schedule fold-out
on the following page

project approach

section three

project experience



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projects



Wendy's / Arby's Group Corporate Headquarters

Interior build-out of 140,000 sf of office space that included the relocation of WAG Corporate Headquarters consisting of 8 floors. This included the Culinary Innovation Center (Test Kitchen), the Executive floor and branding of the space.



WAG Corporate Headquarters

Atlanta, GA

Architect: Hendrick

Size: 140,000 sq ft

Cost: \$6.1 Million

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projects



Minute Maid Headquarters

This project was a 120,000 sf build-out of five floors in a first generation space and completed on a 16 week schedule. There were unique materials used for graphic panels, millwork and flooring. Skyfold retractable partitions and Dorma sliding glass doors were utilized to create divisible meeting rooms. To maximize use of floor space at all private offices, sliding doors were installed. High-end lighting accented the graphic displays and panels.



Minute Maid Headquarters

Houston, TX

Architect: Gensler

Size: 120,000 sq ft

Cost: \$14 Million

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projects



CNN DC News Room

This project involved the complete build out of 25,000 sf to include executive offices and numerous conference rooms with state of the art AV compliments. It also included a new stairway cut to connect floors. All this was accomplished while maintaining the on air requirements of a 24/7 broadcast facility.



CNN DC News Room

Washington, DC

Architect: Lawson Architects

Size: 8,800 sq ft

Cost: \$2.78 Million

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projects



HOK

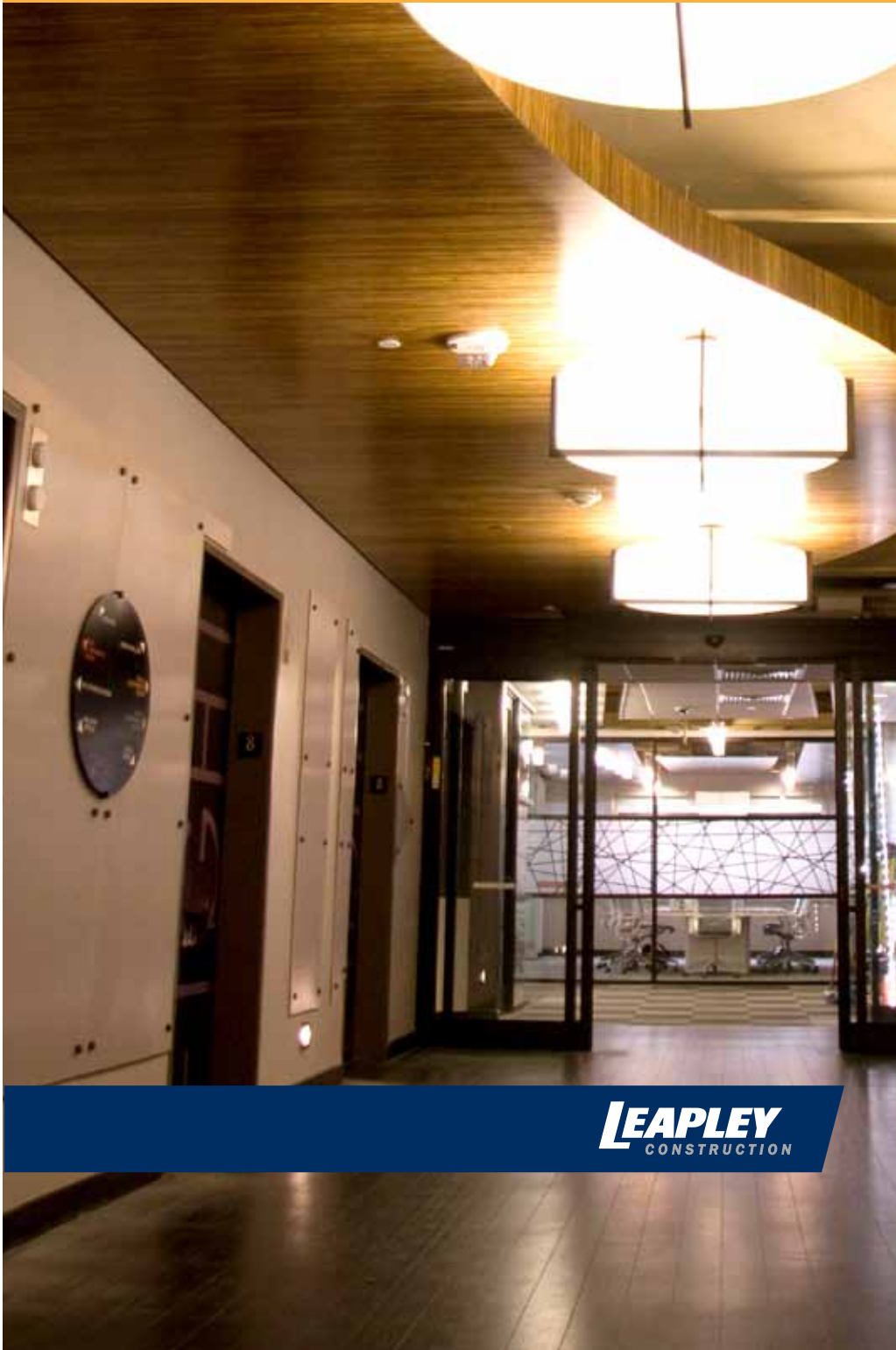
LEED For Commercial Interior Certified. Complete demolition and interior build-out of a national architectural firm in Atlanta. The space has a LEED Gold Certification. The space is a 20,000 sf Class A office space with collaboration rooms, meeting rooms, and executive offices. The project was completed in two phases of which one was occupied.

HOK, Inc.
Atlanta, GA
Architect: HOK, Inc.
Size: 20,000 sq ft
Cost: \$1.41 Million

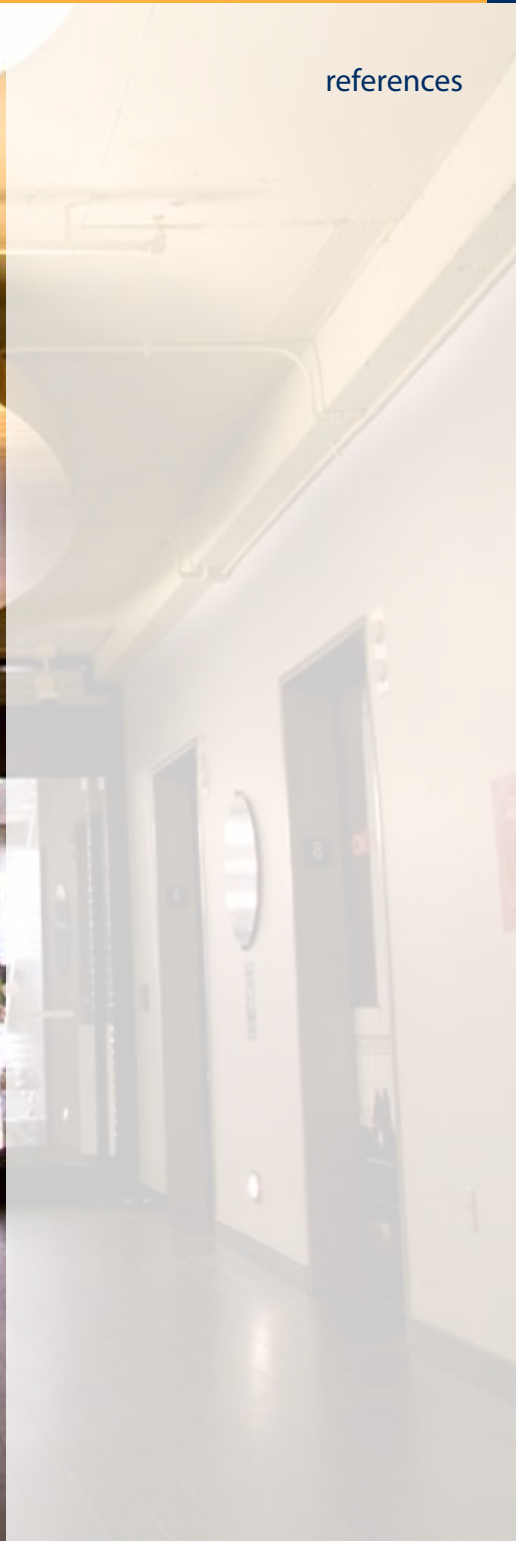


section four

references



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references

Leapley Construction is very proud of the work that we do for each of our clients, some of which have been with us for 10+ years or more. We invite you to contact any of the below references to see how we did!

owner | client

The Coca Cola Company - PO Box 1734, Atlanta, GA 30301 | Lynne O'Brien 404.676.5616

Immucor, Inc. - 93150 Gateway Drive, Norcross, GA 30071 | Ralph Eatz 770.441.2051

Turner Properties - 1050 Techwood Drive, Atlanta, GA 30318 | Jan Hoover 404.575.5518

Assurant - 260 Interstate North Circle NW, Atlanta, GA 30339 | Carmen Grant 404.676.5616

Wendy's / Arby's Group - 1155 Perimeter Center West, Atlanta, GA 30328 | Sharon Barton
404.705.1290

architects | design firms

Clark Design Associates - 2403 Kingsland Drive, Dunwoody, GA 30360 | Randy Clark 678.571.3151

Gensler - 101 Marietta St. NW, Suite 3000, Atlanta, GA 30303 | Stephen Swicegood 404.507.1000

Hendrick - Five Piedmont Center, Suite 300, Atlanta, GA 30305 | Jennifer Treter 404.261.9383



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