



## **INTRODUCTION**

Woodburn & Associates, Inc., incorporated in Virginia in 1990, is a small business specializing in food facilities design and operations guidance to assist in development of commercial, institutional, and private foodservice operations. After more than 40 years serving the architectural and hospitality industries, J.M. (Woody) Woodburn, FCSI and the associate staff have a wide range of design experience and expertise in: cafeterias, food courts, and commissaries; health care and institutional facilities; universities, schools, and child development centers; religious facilities and schools; embassies, chanceries, and military facilities; restaurants, clubs, museums, hotels, and resorts; and arenas and stadiums.

Our multiple workstation CAD capability interfaces with all major A/E packages, including BIM, and with most electronic communications. Our extensive and detailed custom image library, in-house plotting, and strong commitment to provide comprehensive information to the design team members produce designs with superior quality and accuracy.

Satisfied clients are our best references.

**"Your professional approach to the whole process has been impressive, to say the least."** Fred A. Nowak, Director of Development, Wintergreen Resort, Virginia

**"This is the most complete and comprehensive set of documents I've ever seen. You've certainly made my job easier."** Russell R. James, P.E., Project Director, Fairfax, VA

**"I can't tell you how much of a relief it is to have you this project after the pain (and financial loss) we have endured with the previous consultant."** Michael Considine, Principal, Perkins+Will

**"..... your help on this project has been exceptional?! We've given you a difficult schedule and difficult client and I haven't heard you say "no" or "can't". I think you've impressed a lot of people around here."** Doug West, ho+k

## **APPROACH**

Woodburn & Associates Inc., a small business, provides each client with professional analysis, planning, design, and integration. For every team, we are -

<b>Involved</b>	from concept through opening
<b>Dedicated</b>	to identifying and satisfying the requirements of the design, and furthering the role of foodservice toward a sustainable future
<b>Thorough</b>	in anticipating and responding to every detail
<b>Practical</b>	to minimize capital outlay and maintain the efficiency of each operation, integrating 'green' policies, procedures, and systems, as possible
<b>Integrated</b>	with the design team to coordinate all aspects of the foodservice with Architecture, Engineering, Interior Design, LEED AP, and Operations.

**WOODBURN & ASSOCIATES, INC.**  
FOODSERVICE DESIGN CONSULTANTS

# **FOODSERVICE CONSULTING SERVICES**

The following services are available through Woodburn & Associates, Inc. for planning and design of foodservice facilities. These represent the expertise and experience of the principals and staff of W&A.

## ***Concept and Feasibility***

Concept & Theme Development  
Feasibility Study  
Critical Path for Design Development  
Site Survey & Evaluation

Market Competition Study  
Financial Modeling  
Spatial Projections  
Employee Survey

## ***Facility Design***

### **PRELIMINARY DESIGN**

Design Programming  
Through-Put Analysis  
Preliminary Equipment Budget  
Gross Utility Load Estimate  
Health Code Coordination  
ADA Compliance Survey

Schematic Plan  
Preliminary Plan  
Equipment Brochure  
Construction Phasing Plan  
Existing Equipment Survey & Evaluation  
Existing Facility Survey

### **DESIGN DEVELOPMENT**

Foodservice Equipment Plan & Legend  
AutoCAD Documentation  
Dimensioned Utility Rough-in Plan & Schedule  
Utility Spot Connection Plan & Schedule  
Special Architectural Conditions Plan  
Detailed Equipment Budget  
Health Department Review

Special Systems Drawings:  
Ventilator  
Conveyor  
Utility Distribution  
Fire Suppression  
Refrigeration System  
Seating Layout Plans

### **BID AND PERMIT DOCUMENTS**

Detailed Elevations  
Equipment Specifications  
Bid Document Assembly & Issue  
Bid Review, Analysis & Award

Custom Fabrication Details & Elevations  
Coordination of Design Team Documents  
Qualification of Bidders  
Contractor Negotiation

### **CONSTRUCTION PHASE**

Shop Drawing Review  
Analysis & Recommendations on Alternates  
Construction & Installation Inspection

Submittal Review  
Contractor Coordination  
As-built Drawings

## ***Management Services***

Pre-Opening Workplan  
Pro Forma Development  
RFP Development for Operations  
Equipment Maintenance Manual  
Staffing & Scheduling Assistance  
Tabletop & Uniform Selection

Food Design, Menu & Recipes  
Operations Manual  
Bid Analysis & Recommendation  
P.O.S. System Analysis & Selection  
Management & Staff Training  
Smallwares Selection



## **FOODSERVICE FACILITY DESIGN APPROACH**

Woodburn & Associates, Inc. starts every project with a detailed **program** to insure our client and the design team understand the intricate criteria prior to committing to a concept. We utilize **computerized modeling** for spatial allocation and throughput analyses of patrons and products. The detailed program saves hours in the design process and contributes to the preliminary understanding by the design team. At critical stages in each design, the entire staff gathers in a **design charrette** to evaluating functionality and operability. Our reputation is superior and we strive to maintain that image. To this end, Mr. Woodburn, design principal, is intimately involved in every design; and W&A remains a small business to focus our attention on details for each project, for every client.

Planning the facility requires knowledge of foodservice management, menu, population served, capabilities of a wide variety of equipment and systems, natural resource and energy conservation related to equipment operating costs, and recycling abilities for solid waste reduction. Woodburn & Associates continues to study and incorporate current concerns about the **environment** and to consider **operating costs** in all designs for new facilities, as well as renovations. Careful foodservice planning is a contributing factor toward LEED goals.

W&A has built a high quality, in-house **CAD drawing system** and **custom image library**. We offer the best in CAD graphics in AutoCAD to compliment our superb functional design. Our **computerized utility connection database** can be transmitted with CAD images to the project engineers. Use of electronic transmission of information saves the design team many hours and minimizes typographical and interpolation errors integrating food services with other disciplines. Computerization and in-house quality review of each submission helps us produce detailed documents, minimizing future changes. Our multi-station CAD and plotting capabilities allow us to customize our drawings to an architect's exact needs. Our detailed specifications can be proprietary or non-proprietary, military, or any other spec format; and can be presented in a variety of word processing programs.

**ADA** (Americans with Disabilities Act) impacts foodservice production area and server design. W&A incorporates accessibility and pursues accommodation to be built into specified products. One owner of our firm is partially disabled and has an active role in the quality review process. We incorporate the fundamentals of **HACCP** (Hazard Analysis Critical Control Points) into all of our designs. These hygienic standards are considered baseline criteria for health department reviewers and inspectors. We produce HACCP reports from our computerized database of standards. HACCP diagrams are produced in CAD, with product flow overlaid on the CAD equipment drawings for presentation.

Woodburn & Associates, Inc. has participated in a variety of **studies** for clients planning a **renovation, expansion, or upgrade** of their food facilities. Our detailed studies include existing equipment evaluation for potential re-use; existing facility evaluation for code compliance or operational efficiency; and life cycle costing of equipment. Evaluations include **client input** on current menu, preparation techniques, management and service styles, and current population. Our throughput analyses model the length of time cafeteria patrons spend in lines at points of service and in cashier lines. Similar analyses model the time required to deliver meals to patients in a healthcare facility or to provide table service.

### **PAST PERFORMANCE**

Our foodservice design ability and graphic output is among the finest in our industry. Quality, professional work of the highest caliber is our only goal. We invest staff hours and resources to accomplish the goals of the project, to **meet the client's schedule**. Our reward from our emphasis on service is our reputation with satisfied clients. Recent foodservice equipment **bids vary less than 5% from our estimates**, and less than 7% between all bidders. This reflects the conciseness of our drawings and specifications, and the accuracy of our estimates.



## **RECENT PROJECTS**

### **BUSINESS & INDUSTRY**

The Baltimore Sun  
Capital One, West Creek Campus, K5 and The Lodge  
Cisco Systems  
Eli Lilly  
Finnegan Henderson Farabow Garrett & Dunner  
GE Financial, Executive Dining  
Global Vision Integration Center  
Greenberg Traurig Law  
Highmark Blue Shield Headquarters  
Human Genome Sciences  
IBM, Latin America  
Institute for Defense Analyses  
Legg Mason Wood Walker  
Maryland Square Two  
MeadWestvaco Headquarters  
MedImmune Research & Headquarters  
National Association of Securities Dealers (FINRA)  
National Rural Utilities CFC Headquarters  
Owens & Minor Home Office  
Time Warner Cable  
Ukrops Super Markets  
Virgin Atlantic Airways

Baltimore, MD  
Richmond, VA  
Herndon, VA  
Manassas, VA  
Washington, DC  
Norwalk, CT  
Suffolk, VA  
Miami, FL  
Camp Hill, PA  
Rockville, MD  
Venezuela, Columbia, Peru  
Alexandria, VA  
Owings Mills, MD  
College Park, MD  
Richmond, VA  
Gaithersburg, MD  
Rockville, MD  
Dulles Town Center, VA  
Richmond, VA  
Morrisville, NC  
Richmond, VA  
Dulles, VA

### **SCHOOLS, COLLEGES & UNIVERSITIES**

Alexandria Country Day School  
Edison Charter Schools, Blow Pierce & Carter Woodson  
German School of Washington  
Gonzaga College High School  
Georgetown University, SW Quad  
Hannah More School  
Harrisburg Area Community College, HRIM  
Mary Washington College  
Metropolitan Seventh Day Adventist School  
Milton Hershey School  
    Upper School & Lower School  
    Snack Bar & Concessions  
    Supply Center, Commissary Feasibility  
    Student Health Center  
Montgomery College, Student Center & HRIM Kitchen  
Northern Virginia Community College  
Patrick Henry College  
Pennsylvania College of Technology  
University of Maryland  
    Ellicott Hall  
    Henson Center, UMES  
    Shady Grove II

Alexandria, VA  
Washington, DC  
Potomac, MD  
Washington, DC  
Washington, DC  
Reisterstown, MD  
Harrisburg, PA  
Fredericksburg, VA  
Chillum, MD  
Hershey, PA

Rockville, MD  
Annandale, VA  
Purcellville, VA  
Williamsport, PA

College Park, MD  
Princess Anne, MD  
Gaithersburg, MD

### **HOSPITALITY & RECREATION**

Hilton Hotel, Dulles International Airport  
Historic Mount Vernon  
International Country Club  
JW Marriott Hotel Associate Dining  
Meadowlark Conservatory  
Metropolitan Museum of Art  
Schottenstein Center Arena, Ohio State University  
Pinehurst Resort & Country Club  
River Bend Golf & Country Club, Grill  
Sports & Learning Complex  
The Willard Hotel

Herndon, VA  
Alexandria, VA  
Chantilly, VA  
Washington, DC  
Vienna, VA  
New York, NY  
Columbus, OH  
Pinehurst, NC  
Great Falls, VA  
Landover, MD  
Washington, DC



## **RECENT PROJECTS**

### **HEALTHCARE & LIFECARE**

Anchor Mental Health Association  
The Jenkins Community  
Mary Washington Hospital  
Khalifa Orthopedic Hospital  
Menno-Haven, Penn Hall, Manor South  
Nanticoke Memorial Hospital  
Peninsula Regional Medical Center  
Rubicon Men's Residential Facility  
Stonewall Jackson Hospital  
Wilkes-Barre General Hospital  
VA Medical Center  
VA CARES Studies  
Veterans Affairs Outpatient Clinic  
The Virginia Home

Washington, DC  
Baltimore, MD  
Fredericksburg, VA  
Doha, Qatar  
Chambersburg, PA  
Seaford, DE  
Salisbury, MD  
Richmond, VA  
Lexington, VA  
Wilkes-Barre, PA  
Orlando, FL  
Biloxi, MS; St. Albans, NY; Perry Point, MD  
Pensacola, FL  
Richmond, VA

### **GOVERNMENT, PUBLIC & MILITARY**

Capitol of Virginia, renovation  
Child Development Centers, US Army  
DEA Justice Training Center  
Dulles Discovery 1 & 2  
Dulles International Airport, MWAA  
Embassy of Great Britain  
Girls Probation House  
Liberty Crossing 1 & 2  
National Archives II  
Navy Isolation Building (3)  
National Reconnaissance Office  
Patrick Henry Building, Old State Library Renovation  
United States Embassy

Richmond, VA  
Ft. Meade, MD & Ft. Belvoir, VA  
Quantico, VA  
Chantilly, VA  
Loudoun County, VA  
Washington, DC  
Fairfax, VA  
McLean, VA  
College Park, MD  
Various  
Chantilly, VA  
Richmond, VA  
Abuja, Nigeria

### **RESTAURANTS**

Chef Geoff's  
Cooper's Vantage  
Colonel Brooks' Tavern  
The French Hound  
L'Auberge Chez Francois  
Lia's  
Red Sage  
Rosemary's Thyme  
Upper Crust Gourmet  
Wasabi Sushi

Washington, DC  
Wintergreen, VA  
Washington, DC  
Middleburg, VA  
Great Falls, VA  
Chevy Chase, MD  
Washington, DC  
Centreville, VA  
Arlington, VA  
Washington, DC; Tysons Corner, VA

### **RELIGIOUS**

Christ United Methodist Church  
First Baptist Church  
First Presbyterian Church of Winchester  
First AME Church  
Hindu Center  
Holy Trinity Catholic Church, Georgetown  
Jericho Baptist Hall  
Korean Central Presbyterian Church  
Lutheran Church of the Redeemer  
Meadowkirk Outdoor Ministries Center  
Our Lady of Hope  
Providence Presbyterian Church  
Shree Swaminarayan Temple  
St. Raymond of Penafort  
Unitarian Church of Arlington  
Washington Hebrew Congregation

Fairfax Station, VA  
Alexandria, VA  
Winchester, VA  
Gaithersburg, MD  
Adelphi, MD  
Washington, DC  
Landover, MD  
Vienna, VA  
McLean, VA  
Middleburg, VA  
Potomac Falls, VA  
Fairfax, VA  
Secaucus, NJ  
Fairfax Station, VA  
Arlington, VA  
Washington, DC

