



VILLAGE OF NORTH PALM BEACH REGULAR SESSION AGENDA

VILLAGE HALL COUNCIL CHAMBERS
501 U.S. HIGHWAY 1

THURSDAY, AUGUST 24, 2023
7:00 PM

David B. Norris
Mayor

Susan Bickel
Vice Mayor

Darryl C. Aubrey
President Pro Tem

Mark Mullinix
Councilmember

Deborah Searcy
Councilmember

Chuck Huff
Village Manager

Leonard G. Rubin
Village Attorney

Jessica Green
Village Clerk

INSTRUCTIONS FOR "WATCH LIVE" MEETING

To watch the meeting live please go to our website page (link provided below) and click the "Watch Live" link provided on the webpage:

<https://www.village-npb.org/CivicAlerts.aspx?AID=496>

ROLL CALL

INVOCATION - MAYOR

PLEDGE OF ALLEGIANCE - VICE MAYOR

ADDITIONS, DELETIONS, AND MODIFICATIONS TO THE AGENDA

AWARDS AND RECOGNITION

APPROVAL OF MINUTES

1. Minutes of the Regular Session held August 10, 2023

COUNCIL BUSINESS MATTERS

STATEMENTS FROM THE PUBLIC, PETITIONS AND COMMUNICATIONS

Members of the public may address the Council concerning items on the Consent Agenda or any non agenda item under Statements from the Public. **Time Limit: 3 minutes**

Members of the public who wish to speak on any item listed on the Regular Session or Workshop Session Agenda will be called on when the issue comes up for discussion. **Time Limit: 3 minutes**

Anyone wishing to speak should complete a Public Comment Card (on the table at back of Council Chambers) and submit it to the Village Clerk prior to the beginning of the meeting.

CONSENT AGENDA

The Consent Agenda is for the purpose of expediting issues of a routine or pro-forma nature. Councilmembers may remove any item from the Consent Agenda, which would automatically convey that item to the Regular Agenda for separate discussion and vote.

- 2. RESOLUTION** – Accepting proposals from selected firms to provide General Planning Services to the Village on an as needed basis and authorizing the Village Manager to execute five (5) year non-exclusive Professional Services Consulting Agreements with each of the firms in an amount not to exceed \$50,000 during any fiscal year subject to review by the Village Attorney.
- 3. RESOLUTION** – Accepting a proposal from D.S. Eakins Construction Corporation for the installation of a check valve to prevent saltwater intrusion into the North Palm Beach Country Club Golf Course ponds at a total cost of \$34,325; and authorizing execution of the Contract.
- 4. RESOLUTION** – Approving a Blanket Purchase Order for the Public Works Department with Al Packer, Inc. in the total amount of \$35,000 for vehicle parts and repairs.

DECLARATION OF EX PARTE COMMUNICATIONS

PUBLIC HEARINGS AND QUASI-JUDICIAL MATTERS

- 5. PUBLIC HEARING AND SECOND READING OF ORDINANCE 2023-13 – CODE AMENDMENT – HOME OCCUPATIONS** Consider a motion to adopt and enact on second reading Ordinance 2023-13 amending Article I, "In General," of Chapter 17, "Licenses and Miscellaneous Business Regulations," by Amending Section 17-3, "Home Occupations," to comply with Florida Law.
- 6. PUBLIC HEARING AND 2ND READING OF ORDINANCE 2023-14 – CODE AMENDMENT – ARTIFICIAL TURF/SYNTHETIC GRASS** Consider a motion to adopt and enact on second reading Ordinance 2023-14 amending Article III, "District Regulations" of Appendix C (Chapter 45) of the Village Code of Ordinances by adopting a new section Section 45-29 "Artificial Turf/Synthetic Grass;" providing for permitted locations; providing for material standards and specifications; providing regulations for installation, maintenance, and repair.

OTHER VILLAGE BUSINESS MATTERS

- 7. RESOLUTION – COMPREHENSIVE PAY PLAN AMENDMENT** Consider a motion to adopt a resolution amending the Comprehensive Pay Plan adopted as part of the Fiscal Year 2023 Budget to revise the pay grade for the position of Building Construction Inspector and Senior Building Construction Inspector.
- 8. RESOLUTION – COUNTRY CLUB GOLF COURSE NETTING** Consider a motion to adopt a resolution accepting a bid proposal from Action Sports Netting at the North Palm Beach Country Club at a total cost of \$176,985.70; and authorizing execution of the Contract.

COUNCIL AND ADMINISTRATION MATTERS

MAYOR AND COUNCIL MATTERS/REPORTS

VILLAGE MANAGER MATTERS/REPORTS

REPORTS (SPECIAL COMMITTEES AND ADVISORY BOARDS)

ADJOURNMENT

If a person decides to appeal any decision by the Village Council with respect to any matter considered at the Village Council meeting, he will need a record of the proceedings, and for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act, any person who may require special accommodation to participate in this meeting should contact the Village Clerk's office at 841-3355 at least 72 hours prior to the meeting date.

This agenda represents the tentative agenda for the scheduled meeting of the Village Council. Due to the nature of governmental duties and responsibilities, the Village Council reserves the right to make additions to, or deletions from, the items contained in this agenda.



***DRAFT* MINUTES OF THE REGULAR SESSION
VILLAGE COUNCIL OF NORTH PALM BEACH, FLORIDA
AUGUST 10, 2023**

Present: David B. Norris, Mayor
Susan Bickel, Vice Mayor
Darryl C. Aubrey, Sc.D., President Pro Tem
Mark Mullinix, Councilmember
Samia Janjua, Finance Director
Len Rubin, Village Attorney
Jessica Green, Village Clerk

Absent: Deborah Searcy, Councilmember
Chuck Huff, Village Manager

ROLL CALL

Mayor Norris called the meeting to order at 7:00 p.m. All members of Council were present except Councilmember Searcy who was out of town. All members of staff were present except Village Manager Chuck Huff who was out of town. Finance Director Samia Janjua attended the meeting on behalf of Mr. Huff.

INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Norris gave the invocation and Vice Mayor Bickel led the public in the Pledge.

ADDITIONS, DELETIONS, AND MODIFICATIONS TO THE AGENDA

Mayor Norris announced that Item Number 9 would be moved to after the Consent Agenda and a Resolution to consider the approval of an Amendment to the Contract with Ranger Construction Industries, Inc. for Milling and Resurfacing would be added as Item Number 12 to the agenda.

APPROVAL OF MINUTES

The Minutes of the Regular Session held July 27, 2023 were approved as written.

STATEMENTS FROM THE PUBLIC

John Frerking, 130 Cruiser Road S, expressed his concerns regarding fees that he was charged for yard clippings.

CONSENT AGENDA APPROVED

Councilmember Mullinix moved to approve the Consent Agenda. President Pro Tem Aubrey seconded the motion, which passed with all present voting aye. The following items were approved:

Resolution accepting a proposal from BD Environmental Group, LLC for the installation of Cured In Place Pipe Liners at three locations within the Village at a total cost of \$28,900; and authorizing execution of the Contract.

Resolution accepting a proposal from Inliner Solutions, LLC for the installation of Cured In Place Pipe Liners on Privateer Road at a total cost of \$33,761; and authorizing execution of the Contract.

Receive for file Minutes of the Planning Commission meeting held 5/2/23.

MOTION – Consideration of the presentations and approval of a motion accepting the ranking of the firms, as determined through the Council’s evaluation of the completion of a Master Plan for Osborne Park and the Community Center; and authorizing Staff to commence negotiations with the top-ranked firm.

The following firms gave a presentation:

- Team Plan, Inc.
- Cotleur & Hearing
- Chen Moore and Associates

After the conclusion of all three (3) presentations, discussion ensued between Councilmembers and Mr. Rubin regarding the ranking of each firm.

A motion was made by President Pro Tem Aubrey and seconded by Vice Mayor Bickel to rank the firms in the following order:

1. Team Plan, Inc.
2. Cotleur & Hearing
3. Chen Moore and Associates

Thereafter the motion passed with all present voting aye.

PUBLIC HEARINGS AND QUASI-JUDICIAL MATTERS

ORDINANCE 2023-13 CODE AMENDMENT – HOME OCCUPATIONS

A motion was made by Vice Mayor Bickel and seconded by President Pro Tem Aubrey to adopt on first reading Ordinance 2023-13 entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING ARTICLE I, “IN GENERAL,” OF CHAPTER 17, “LICENSES AND MISCELLANEOUS BUSINESS REGULATIONS,” BY AMENDING SECTION 17-3, “HOME OCCUPATIONS,” TO COMPLY WITH FLORIDA LAW; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2023-13 CODE AMENDMENT – HOME OCCUPATIONS *continued*

Mr. Rubin explained that due to the adoption of Florida Statutes Section 559.995, the Village was required to repeal its existing regulations for home occupations and replace them with the restrictions permitted through the new statute. Mr. Rubin discussed and reviewed the changes to the regulations.

Discussion ensued between Councilmembers and Mr. Rubin regarding the changes to the regulations for home occupations.

Thereafter, the motion to adopt on first reading Ordinance 2023-13 passed with all present voting aye.

PUBLIC HEARING AND SECOND READING OF ORDINANCE 2023-10 CODE AMENDMENT – ANCHORAGE PARK LAUNCH RAMP STICKERS

A motion was made by Councilmember Mullinix and seconded by Vice Mayor Bickel to adopt and enact on second reading Ordinance 2023-10 entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING ARTICLE II, “BOAT LAUNCHING AREA,” OF CHAPTER 5, “BOATS, DOCKS AND WATERWAYS,” OF THE VILLAGE CODE OF ORDINANCES BY AMENDING SECTION 5-33 TO MODIFY THE REQUIRED LOCATION FOR ANCHORAGE PARK LAUNCH RAMP STICKERS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Zak Sherman, Director of Leisure Services discussed and explained the reason for the ordinance. The current ordinance states that all vehicles must have a Village launch ramp sticker permanently affixed to the vehicle, visible from behind. The proposed revision would specify that the launch ramp sticker should be permanently affixed to the driver side trailer tongue.

Mayor Norris opened the public hearing.

There being no comments from the public, Mayor Norris closed the public hearing.

Discussion ensued between Councilmembers regarding the language in the ordinance that referenced affixing the launch ramp sticker to the driver side trailer tongue.

A motion was made by Vice Mayor Bickel and seconded by Councilmember Mullinix to amend the language in the ordinance to state that the launch ramp sticker is to be affixed to the driver’s side of the trailer within four (4) feet of the hitch connection.

Thereafter the motion to amend the ordinance passed with all present voting aye.

Thereafter the motion to adopt and enact on second reading Ordinance 2023-10 as amended passed with all present voting aye.

PUBLIC HEARING AND SECOND READING OF ORDINANCE 2023-11 COUNTRY CLUB BUDGET AMENDMENT

A motion was made by Councilmember Mullinix and seconded by Vice Mayor Bickel to adopt and enact on second reading Ordinance 2023-11 entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING THE ADOPTED COUNTRY CLUB BUDGET FOR FISCAL YEAR 2023 TO TRANSFER \$800,000 FROM THE SPECIAL PROJECTS FUND TO THE COUNTRY CLUB CONSTRUCTION AND MAJOR RENOVATION ACCOUNT TO FUND THE REPLACEMENT OF THE TENNIS COURT LIGHTING AND FENCING; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Samia Janjua, Finance Director explained that the purpose of the ordinance was to amend the Country Club Budget to transfer funds from the Special Projects Fund to the Country Club Construction and Major Renovation Fund to fund the replacement of tennis court lighting and fencing at the Country Club tennis courts.

Mayor Norris opened the public hearing.

There being no comments from the public, Mayor Norris closed the public hearing.

Thereafter, the motion to adopt and enact on second reading Ordinance 2023-11 passed with all present voting aye.

PUBLIC HEARING AND SECOND READING OF ORDINANCE 2023-12 CODE AMENDMENT – PEDDLERS OR SOLICITORS

A motion was made by President Pro Tem Aubrey and seconded by Vice Mayor Bickel to adopt and enact on second reading Ordinance 2023-12 entitled:

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING CHAPTER 17, “LICENSES AND MISCELLANEOUS BUSINESS REGULATIONS,” OF THE VILLAGE CODE OF ORDINANCES; AMENDING ARTICLE II, “LOCAL BUSINESS TAX,” BY AMENDING SECTION 17-33, “BUSINESS TAX SCHEDULE,” TO REMOVE THE ANNUAL TAX FOR CANVASSERS AND SOLICITORS; AMENDING ARTICLE VIII, “PEDDLERS AND SOLICITORS,” BY AMENDING SECTION 17-88, “LIMITATION ON HOURS FOR PEDDLING OR SOLICITATION,” TO MODIFY THE PERMISSIBLE HOURS AND SECTION 17-90, “NOTICE BY PROPERTY OWNERS,” TO CLARIFY THE ENFORCEMENT ON PRIVATE PROPERTY; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Rubin discussed and explained that upon adoption of the ordinance on first reading, Council requested revisions to the ordinance which were to revise the permitted hours for peddling and soliciting from 9:00 a.m. to dusk to 9:00 a.m. to 8:00 p.m. for ease of enforcement and for the code to clearly provide that a solicitation/peddling permit be prominently displayed. Mr. Rubin stated that the requested revisions were made to the ordinance that was being presented for consideration of an adoption and enactment on second reading.

PUBLIC HEARING AND SECOND READING OF ORDINANCE 2023-12 CODE AMENDMENT – PEDDLERS OR SOLICITORS *continued*

Mayor Norris opened the public hearing.

There being no comments from the public, Mayor Norris closed the public hearing.

Thereafter, the motion to adopt and enact on second reading Ordinance 2023-12 passed 3 to 1 with Mayor Norris, Vice Mayor Bickel and President Pro Tem Aubrey voting aye and Councilmember Mullinix voting nay.

RESOLUTION 2023-62 – COMMUNITY CENTER ATHLETIC FIELD FENCING

A motion was made by Councilmember Mullinix and seconded by Vice Mayor Bickel to adopt Resolution 2023-62 entitled:

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA ACCEPTING A PROPOSAL FROM DANIELS FENCE CORP. FOR THE SUPPLY AND INSTALLATION OF NEW FENCING FOR THE COMMUNITY CENTER ATHLETIC FIELD PURSUANT TO PRICING ESTABLISHED IN AN EXISTING MARTIN COUNTY CONTRACT AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE A CONTRACT FOR SUCH SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE.

Director of Leisure Services Zak Sherman discussed and explained that the purpose of the resolution was to continue efforts to make repairs and replacements at the Community Center due to tornado damages. Mr. Sherman stated that new fencing would be installed around the Community Center athletic field to replace the damaged fencing and that staff was in the process of seeking reimbursement from the Village’s insurance company to cover the costs.

Discussion ensued between Councilmembers and Mr. Sherman regarding the insurance reimbursement.

Thereafter the motion to adopt Resolution 2023-62 passed with all present voting aye.

RESOLUTION 2023-63 – COUNTRY CLUB TENNIS COURT LIGHTING

A motion was made by President Pro Tem Aubrey and seconded by Councilmember Mullinix to adopt Resolution 2023-63 entitled:

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, APPROVING A CONTRACT WITH MUSCO SPORTS LIGHTING, LLC FOR THE PURCHASE AND INSTALLATION OF NEW TENNIS COURT LIGHTING AT THE NORTH PALM BEACH COUNTRY CLUB UTILIZING PRICING ESTABLISHED IN AN EXISTING SOURCEWELL AGREEMENT AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE THE CONTRACT; AND PROVIDING FOR AN EFFECTIVE DATE.

Country Club General Manager Beth Davis explained that the purpose of the resolution was to purchase and install new tennis court LED lighting from Musco Sports Lighting, LLC at cost of \$650,000 pursuant to pricing in an existing Sourcewell Contract. Ms. Davis explained that the current lighting at the tennis courts was in need of emergency replacement due the age and failure of both the aluminum and cement structured light poles.

RESOLUTION 2023-63 – COUNTRY CLUB TENNIS COURT LIGHTING *continued*

Ms. Davis explained that Musco Lighting would demolish the current lighting poles and system before the replacement. The new lighting system has the capability of being controlled through a cell phone and there was a twenty-five (25) year warranty and 24-7 maintenance support from Musco Lighting.

Discussion ensued between Councilmembers and Ms. Davis regarding the cost and features of the proposed new lighting system at the tennis courts.

Thereafter the motion to adopt Resolution 2023-63 passed with all present voting aye.

RESOLUTION 2023-64 – AMENDMENT TO THE CONTRACT FOR MILLING AND RESURFACING

A motion was made by Vice Mayor Bickel and seconded by Councilmember Mullinix to adopt Resolution 2023-64 entitled:

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA APPROVING AN AMENDMENT TO THE CONTRACT WITH RANGER CONSTRUCTION INDUSTRIES, INC. FOR MILLING AND RESURFACING OF SPECIFIED VILLAGE ROADWAYS TO MODIFY THE SCOPE OF SERVICES AND ADJUST THE TOTAL COST AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE THE AMENDMENT; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Public Works Director Chad Girard explained that the milling and resurfacing of various Village roads was underway. Due to resident inquiries and concerns staff was proposing a revision to the scope of services to include milling and resurfacing of Buttonwood Drive and to remove the milling and resurfacing of a cul-de-sac on Fairhaven Place.

Thereafter the motion to adopt Resolution 2023-64 passed with all present voting aye.

MAYOR AND COUNCIL MATTERS/REPORTS

Councilmember Mullinix recommended that residents not be charged for yard clippings.

Mr. Rubin explained that the Village's code requires that fees be charged for yard clippings that are produced by a commercial contractor if they are not hauled away.

Field Operations Manager Marc Holloway discussed and explained the time and cost involved in hauling yard clippings that are not hauled away by landscapers.

Council requested that a workshop regarding the Village code regulating requirements for yard clippings.

VILLAGE MANAGER MATTERS/REPORTS

Mrs. Janjua stated that there were over 250 participants at the Annual Fishing Tournament that took place on Saturday, August 5th. Mrs. Janjua thanked Mr. Sherman and his staff for their work in putting together a successful event.

VILLAGE MANAGER MATTERS/REPORTS *continued*

Mrs. Janjua reminded Council that there would was a Budget Workshop scheduled for August 16th at 7 p.m.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 8:40 p.m.

Jessica Green, MMC, Village Clerk

**VILLAGE OF NORTH PALM BEACH
COMMUNITY DEVELOPMENT DEPARTMENT**

TO: Honorable Mayor and Council

THRU: Chuck Huff, Village Manager

FROM: Caryn Gardner-Young, Community Development Director

DATE: August 24, 2023

SUBJECT: **RESOLUTION – Approving proposals from selected firms to provide General Planning Services in accordance with the Request for Proposals issued by the Village and authorizing the Village Manager to execute Professional Services Consulting Agreements with the selected firms.**

Background:

A request for Proposal (RFP) is a solicitation used to communicate the Village of North Palm Beach's (Village) requirements to any prospective contractor/consultant and to solicit proposals. The primary priority of an RFP is to describe the needs and requirements of the Village so that potential proposers can submit bid proposals that meet those needs. Usually, an RFP describes the work to be done, how it will be judged, and the terms and conditions of the proposed agreement. It also tells the proposer how to send their proposal and what forms or paperwork should be included. The purpose of the RFP process is to let the Village choose the proposers that best fit the Village's needs and budget and to ensure that contracts are not awarded simply because the proposer is known but to allow competition, thereby keeping project costs down.

The Community Development Department (Department) issued an RFP for General Planning Services on June 30, 2023. Please see attached a copy of the RFP. During the open period for the RFP, several questions and clarifications were received and all were addressed through posted Addendums. The RFP is needed based upon the Department's workload, the amount of petitions and permits submitted, the priorities of the Village Council, Comprehensive Plan requirements, the expertise of the Staff and Staff shortages to ensure work is done in a timely manner. Although the Village presently has planning and zoning consultants under contract, it had been several years since a competitive solicitation was posted and the needs of the Village have evolved over time.

The RFP is seeking qualifications from proposers for planning services (code amendments, comprehensive plan amendments, planning studies, petition review etc.), architectural services, traffic engineering services, LEED and sustainability services, graphic design services, economic development services and landscape services. The idea is to provide the Village with a wide range of consultants that can provide support for various Village tasks that may arise. The consultants were required to provide planning services at a minimum but could choose to provide any of the other services either in house or through sub-consultants. All proposers chose to be a full service consultant.

To provide the Village more comprehensive consultant support that may be needed, the RFP clarified that multiple consultants could be chosen. By doing this, the Village will be able to choose the consultant which best suits the proposed task(s), ensure that a consultant is always available (whether due to their

workload or conflicts) and seek the most competitive price by requesting proposals from one or more of the selected consultants.

The Department followed the Village’s purchasing policies. On July 31st, the RFP was closed and seven (7) proposals were received. All were deemed to be sufficient. A Selection Committee was created and included the Community Development Director, the Building Official, the Public Works Director, and the Leisure Services Director. Copies of the proposals and reference questionnaires were provided to the Selection Committee which ranked the proposers based upon the materials provided. Also, the proposers were asked to provide a presentation to the Selection Committee on their qualifications, their knowledge of North Palm Beach and their approach to accomplishing the scope of services. These presentations were heard on August 8th. Attached are the ranking sheets and below is a summary of the rankings (based upon scoring).

Evaluation on Written Proposal

	Community Development Director	Building Official	Public Works Director	Leisure Services Director	Average Score
Chen Moore	99	81	95	90	91.25
WGI	96	84	100	81	90.25
Morton	99	66	100	85	87.5
Calvin	91	75	95	88	87.25
Marlin	76	67	95	87	81.25
Inspire	88	70	85	81	81
Chisholm	66	48	5	79	49.5

Evaluation on Presentations

	Community Development Director	Building Official	Public Works Director	Leisure Services Director	Average Score
Chen Moore	15	13	15	15	14.5
Morton	15	14	13	15	14.25
Calvin	14	14	15	13	14
WGI	13	13	15	15	14
Marlin	14	12	12	13	12.75
Inspire	13	11	14	11	12.25
Chisholm	8	9	5	7	7.25

Totals based upon both evaluations

	Written Proposal Evaluation	Presentation Evaluation	Cumulative Score
Chen Moore	91.25	14.5	105.75
WGI	90.25	14	104.25
Morton	87.5	14.25	101.75
Calvin	87.25	14	101.25

Marlin	81.25	12.75	94
Inspire	81	12.25	93.25
Chisholm	49.5	7.25	56.75

Based upon the rankings, the Selection Committee is recommending the Village enter into contracts with six (6) of the proposers:

Chen Moore & Associates, Inc.
WGI, Inc.
JMorton Planning & Landscape Architecture, Inc.
Calvin, Giordano & Associates, Inc.
Marlin Engineering, Inc.
Inspire Placemaking Collective, Inc.

Due to its lack of planning experience, location of offices in Miami, lack of Palm Beach County experience and a ranking below 60, the Selection Committee is NOT recommending entering into a contract with R.E. Chisholm Architects, Inc.

The consultants have been advised to have a representative available at the August 24th meeting in case there are any questions or concerns.

Legal Review

The attached Resolution has been prepared/reviewed by the Village Attorney for legal sufficiency. The Village Attorney shall prepare the Professional Services Consulting Agreements incorporating the terms of the RFP and the Proposals submitted.

Fiscal Impacts

The proposers selected by the Village will provide general planning services to the Village on an as-need basis, based upon task orders to be issued by the Village under the continuing contract. There is no guarantee of a minimum amount of work under any continuing contract. Work will be authorized through a Purchase Order, in an amount not to exceed \$50,000 in any single fiscal year, based upon available funds in the Village Council’s approved budget.

Recommendation:

Village Staff recommends approval of the attached Resolution accepting the Proposals submitted by Chen Moore and Associates, Inc.; WGI, Inc.; JMorton Planning & Landscape Architecture, Inc.; Calvin, Giordano & Associates, Inc.; Marlin Engineering, Inc.; and Inspire Placemaking Collective, Inc. to provide General Planning Services to the Village and authorizing the Village Manager to execute Professional Services Consulting Agreements with the selected firms in accordance with Village policies and procedures.

RESOLUTION 2023-_____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, ACCEPTING PROPOSALS FROM SELECTED FIRMS TO PROVIDE GENERAL PLANNING SERVICES TO THE VILLAGE ON AN AS NEEDED BASIS AND AUTHORIZING THE VILLAGE MANAGER TO EXECUTE PROFESSIONAL SERVICES CONSULTING AGREEMENTS WITH THE SELECTED FIRMS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Village Staff issued a Request for Proposals (“RFP”) for General Planning Services, which shall include, but not be limited to: Zoning Code text amendments; Comprehensive Plan Amendments; Planning Studies; Development Application review; Architectural Services; Traffic Engineering Services; LEED and Sustainability Services; Graphic Design Services; Economic Development Planning Services; and Landscape Design Plan Review and Inspection Services; and

WHEREAS, the Village received seven proposals in response to the RFP, and the Selection Committee recommended executing non-exclusive Professional Services Consulting Agreements with six of the firms; and

WHEREAS, the Village Council determines that the adoption of this Resolution is in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF NORTH PALM BEACH, FLORIDA, as follows:

Section 1. The foregoing “whereas” clauses are hereby ratified and incorporated herein.

Section 2. The Village Council hereby accepts the Proposals for General Planning Services submitted by the following firms: Chen Moore and Associates, Inc.; WGI, Inc.; JMorton Planning & Landscape Architecture, Inc.; Calvin, Giordano & Associates, Inc.; Marlin Engineering, Inc.; and Inspire Placemaking Collective, Inc. The Village Council further authorizes the Village Manager to execute five (5) year non-exclusive Professional Services Consulting Agreements with each of the firms in an amount not to exceed \$50,000 during any single fiscal year, subject to review by the Village Attorney as to form and legal sufficiency.

Section 3. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2023.

(Village Seal)

MAYOR

ATTEST:

VILLAGE CLERK

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

W G J

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	4
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	4
TOTAL POINTS		13



**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

WGI

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	5
TOTAL POINTS		15



**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

WGI

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	5
TOTAL POINTS		15

21

2:20
2:35
2:40

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA

Conflicts form based -
no private clients in NPB - NPB
supercede.
take ethics survey

NGI

(proposer)

Angela Kusin, Andrew

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel ✓ • Support documentation was available and ready to use ✓ • Presentation was organized and flowed effectively ✓ • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	4
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	4
TOTAL POINTS	15	13

- Expansion of staff
- wage award based contract
- PDOT - QAIQC - Quality Control
- response time - within a day
- eco dev - JS & A - com dev studies

VILLAGE OF NORTH PALM BEACH
 RFP – GENERAL PLANNING SERVICES
 PRESENTATION EVALUATION CRITERIA

Chizhola

(proposer)

9:44
 20 9:59
 10:04
 look developer slide
 PBC contacts
 farm codes - Yes
 Rector rep
 try to get into market
 full - neg
 complete

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel ✓ • Support documentation was available and ready to use ✓ • Presentation was organized and flowed effectively ✓ • Dressed appropriately ✓ • Free of hesitations and distracting mannerisms X • Confident and effective responses to questions ✓ • On time ✓ <p>phone call</p>	5	2
Information provided <ul style="list-style-type: none"> • Was organized ✓ • Easy to read X • Made sense ✓ • Assisted in explaining their proposal ✓ • Appropriate amount of information X • Answered requirements of RFP ✓ 	5	4
Presentation <ul style="list-style-type: none"> • Explained their proposal ✓ • Delivery was engaging and persuasive X • Stayed within the timeframe of 20 minutes ✓ • Showed an understanding of the Village's needs X • Effective use of graphics or images ✓ <p>didn't answer questions</p>	5	2
TOTAL POINTS	15	8

10 members
 Evaluation
 No one likes surprises
 Practice Profession - best market ward of north
 Chad - missed mark - no planners - Plan RFP - lead principal
 planner - play school (update prep school)
 implies - vacant golf course - create play services
 What is your specialty -

[Handwritten signature]

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

CHISHOLM

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	4
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	2
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	3
TOTAL POINTS		9

@

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

Chisolm Architects

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	3
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	1
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	1
TOTAL POINTS		5

Chisolm - Lead Principle Planner -
Hard to read presentation slides.



**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

chisholm

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	3
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	2
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	2
TOTAL POINTS		7

Fees Range

PBC contact - ability to download ABC Form Codes - not all reimbursed
declared Resp - commitment not to TO
10:32

VILLAGE OF NORTH PALM BEACH
RFP - GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA

10:47-5 minutes
10:52 end

Inspire

George / Deandrea F. Lardideal (proposer)

Leslie on vacation

Criteria	Total Points Possible	Points Awarded
Presenter preparation • Availability of proposed assigned personnel <i>no Leslie</i> X • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time	5	3
Information provided • Was organized ✓ • Easy to read ✓ • Made sense ✓ • Assisted in explaining their proposal ✓ • Appropriate amount of information • Answered requirements of RFP ✓	5	5
Presentation • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs ✓ • Effective use of graphics or images	5	5
TOTAL POINTS	15	13

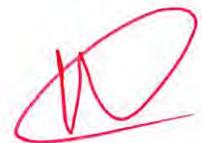
no letter each & every time
Placemaking
14 planners
included resilience
not just planners grows
Built practice for local QW4 practice

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

Inspire

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	4
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	3
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	4
TOTAL POINTS		11



**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

Inspire

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	4
TOTAL POINTS		14

Experience not to replicate / but to do better.

14 Planners

(EOD)



**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

Inspire

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	4
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	4
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	3+
TOTAL POINTS		11

25

11:12

11:27 5 mins
11:32 end

VBC contract
Farm based code
Developer Ref
code
lagrass
must
do
conflict

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA

Gen Mowe

(proposer)

Susan, Misa,

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel ✓ • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately ✓ • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	5
TOTAL POINTS	15	15

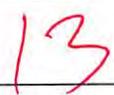
Very at TLRPC
once a week conference call

Start reports
Camp Plan Amendments

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA

CMA

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	
TOTAL POINTS		



**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

Chen Moore & Associates

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	5
TOTAL POINTS		15

CM

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

Chen Moore

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	5
TOTAL POINTS		15

25

9:22/5
9:17
9:32

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA

NO private work
Recuper resp
contacts FDOT
TPA
County
may recommend
difference to BOC
form based-

Marlin
(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel ✓ • Support documentation was available and ready to use ✓ • Presentation was organized and flowed effectively ✓ • Dressed appropriately ✓ • Free of hesitations and distracting mannerisms ✓ • Confident and effective responses to questions ✓ • On time ✓ 	5	5
Information provided <ul style="list-style-type: none"> • Was organized ✓ • Easy to read ✓ • Made sense ✓ • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP ✓ 	5	4
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes ✓ • Showed an understanding of the Village's needs ✓ • Effective use of graphics or images ✓ 	5	5
TOTAL POINTS	15	14

Christina (Plan) Bryan (Gallo Architects) 32 years
Keller work remotely 100 professionals
Mostly developed - special studies PA Underdale
General Plan Services - as needed
part of work - Master Plan
Office 3.5 miles - point of contact
All disciplines
Split trans / Plan 30% 70%
Coral

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

Marlin

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	4
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	4
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	4
TOTAL POINTS		12 12

[Handwritten signature]

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

Marlin

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	4
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	4
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	4
TOTAL POINTS		12



**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

MARLIN

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	4
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	4
TOTAL POINTS		13

12:57-

11:22

1:27

VILLAGE OF NORTH PALM BEACH
 RFP – GENERAL PLANNING SERVICES
 PRESENTATION EVALUATION CRITERIA

Morton

(proposer)

Conflict Lake Park
 PBG
 Form based code
 PSC contacts
 county outreach
 depends project

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel ✓ • Support documentation was available and ready to use • Presentation was organized and flowed effectively ✓ • Dressed appropriately ✓ • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time ✓ 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	5
TOTAL POINTS	15	15

- Commitment to Community
- Directives & cell phone #s -
- Prepare graphics
- Current clients

- even if work on project if not decided
 - act it simply - controversial not take it

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

J Morton

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	4
TOTAL POINTS		14 14

(Signature)

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

J Morton

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	3
TOTAL POINTS		13

C.J.D.

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

Morton

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	5
TOTAL POINTS		15

25

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA

Calvin

(proposer)

1:39

1:54

1:59

contacts
Fam Based
proc contacts
don't do work w/
city contract - no inty
attention

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel ✓ • Support documentation was available and ready to use ✓ • Presentation was organized and flowed effectively ✓ • Dressed appropriately ✓ • Free of hesitations and distracting mannerisms ✓ • Confident and effective responses to questions ✓ • On time ✓ 	5	5
Information provided <ul style="list-style-type: none"> • Was organized ✓ • Easy to read ✓ • Made sense ✓ • Assisted in explaining their proposal ✓ • Appropriate amount of information ✓ • Answered requirements of RFP ✓ 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	4
TOTAL POINTS	15	14

Grant Administration
Urban Design Landscape - seawalls - McClasens
2 subos
concentration smaller firms - 5,000 - 20,000
Majority work w/ govt
educational videos - produced in house

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

CGA

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	4
TOTAL POINTS		14



**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA**

Calvin Giordano

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	5
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	5
TOTAL POINTS		15



VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
PRESENTATION EVALUATION CRITERIA

CALVIN

(proposer)

Criteria	Total Points Possible	Points Awarded
Presenter preparation <ul style="list-style-type: none"> • Availability of proposed assigned personnel • Support documentation was available and ready to use • Presentation was organized and flowed effectively • Dressed appropriately • Free of hesitations and distracting mannerisms • Confident and effective responses to questions • On time 	5	4
Information provided <ul style="list-style-type: none"> • Was organized • Easy to read • Made sense • Assisted in explaining their proposal • Appropriate amount of information • Answered requirements of RFP 	5	5
Presentation <ul style="list-style-type: none"> • Explained their proposal • Delivery was engaging and persuasive • Stayed within the timeframe of 20 minutes • Showed an understanding of the Village's needs • Effective use of graphics or images 	5	4
TOTAL POINTS		13

2)

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR
CMA

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	23
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	19
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	18
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	20
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	10

TOTAL POINTS: 90

2)

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR
CMA

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	25
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	20
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements <p style="margin-left: 400px;"><i>completer of request a little much</i></p>	20	15
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	25
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	10

TOTAL POINTS: *CHD 95*

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR**

CMA

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	18
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	18 17
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	16
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	22
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	8

TOTAL POINTS:

81



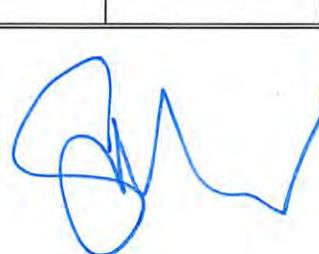
**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR**

Chen Moore

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	25
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	20
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	20
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	24
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm WPB • Volume of Work in process 	10	10

TOTAL POINTS:

Full services


99

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR

Chisholm

Criteria	Maximum Points	Points Awarded
Qualifications and Experience / Ability of Professional Personnel / Financial <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	15
Quality of Services <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	15
Technical Approach to the Project/Scope of Work <ul style="list-style-type: none"> • Approach to the Project and Methodology ✓ • Understanding of Village needs - None • Technical Soundness of the proposal 50% • Applicability of the services offered 50% • Meeting the Village's operational requirements 50% 	20	10
Fee <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	23
Other <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm - Miami • Volume of Work in process 	10	5

TOTAL POINTS:

Multiple subs No organization
 More projects
 More money

W


VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR
CHISHOLM

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	10
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	14
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	14
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	5
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	5

TOTAL POINTS:

48



**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR**

Chisalm

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	Ø
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	Ø
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	Ø
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	5
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	0

TOTAL POINTS: 5

CJD

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR
Chisholm

Criteria	Maximum Points	Points Awarded
Qualifications and Experience / Ability of Professional Personnel / Financial <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	22
Quality of Services <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	15
Technical Approach to the Project/Scope of Work <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	14
Fee <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	22
Other <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	6

TOTAL POINTS: 79

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR

Morton

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	25
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	20
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs <i>Max</i> • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	20
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	24
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm <i>ABG</i> • Volume of Work in process 	10	10

TOTAL POINTS:

Sub - total

99

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR**

Morton

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	22
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	17
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	15
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	23
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	8

TOTAL POINTS: 85

21

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR
J. Manton

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	66
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	14
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	13
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	17 20
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	6

TOTAL POINTS:

66

W

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR

J Morton

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	25
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	20
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	20
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	25
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	10

TOTAL POINTS: 100



VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR

Marlin

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	25
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	20
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	15
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	25
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	10

TOTAL POINTS: 95



VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR

Martin

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	20
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	15
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs - none • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	10
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	23
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm PBG • Volume of Work in process 	10	8

TOTAL POINTS:

include 2 subs

76


VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR
MARLIN

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	18
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	16
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	13
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	12
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	8

TOTAL POINTS:

67
 (N)

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR

MARlin

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	22
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	17
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	17
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	22
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	9

TOTAL POINTS: 87

25

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR

Inspire

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	25
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	20
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	20
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs <p style="margin-left: 200px;"><i>need to lock in some rates.</i></p>	25	15
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm ← • Volume of Work in process 	10	5

TOTAL POINTS: 85

C.P.D.

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR**

Inspire

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	18
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	14
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	14
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	17
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	7

TOTAL POINTS:

70

(W)

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR**

Inspire

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	25
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	18
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs <i>more</i> • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	15
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	23
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm <i>Orlando & Lakeland</i> • Volume of Work in process 	10	7

TOTAL POINTS:

*NO PBL client
NO agencies*

88

[Signature]

**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR**

In Spire

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	18
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	16
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	18
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	22
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	7

TOTAL POINTS: 81

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR

Calvin Giordano

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	25
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	20
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	20
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs <p style="margin-left: 100px;"><i>see exemption request for CPI</i></p>	25	20
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	10

TOTAL POINTS: 95

CGD

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR

Calvin

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	25
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	20
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs <i>none</i> • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	17
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	21
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm <i>WPCB</i> • Volume of Work in process 	10	8

TOTAL POINTS:

*Sib - Eco Dev
 May members less than 2 yrs.
 No organizational chart*

(91)


VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR
Calvin Giordano

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	<i>18</i>
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	<i>15</i>
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	<i>15</i>
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	<i>19</i>
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	<i>7</i>

TOTAL POINTS:

75

(W)

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR

CGA

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	22
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	18
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	18
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	22
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	8

TOTAL POINTS: 88

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR
WGI

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	25
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	20
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	20
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	25
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	10

TOTAL POINTS: 100



VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR

WGI

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	25
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	20
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	20
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	21
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm <i>-WPPB</i> • Volume of Work in process 	10	10

TOTAL POINTS:

Sub-10000

96


VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR
WGI

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	20
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	18
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	18
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	20
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	8

TOTAL POINTS:

84



**VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
ORIGINAL PROPOSAL
EVALUATION CRITERIA FOR**

WGI

Criteria	Maximum Points	Points Awarded
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25	22
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm's capacity to accomplish it successfully • High quality level of services to be provided to Village 	20	16
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20	15
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25	20
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10	8

TOTAL POINTS:

81

Request for Proposals
General Planning Services



VILLAGE OF NORTH PALM BEACH
420 US HIGHWAY ONE
NORTH PALM BEACH, FL 33408

COMMUNITY DEVELOPMENT DEPARTMENT
561-841-3365

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VILLAGE OF NORTH PALM BEACH, FL

Request for Proposals

GENERAL PLANNING SERVICES

LEGAL NOTICE

TO ALL INTERESTED PARTIES:

The Village of North Palm Beach, Florida (“Village”) is actively seeking proposals from qualified consulting firms/individuals to provide general planning services. The Village anticipates awarding a continuing services contract to one (1) or more firms/individuals. Firms/individuals selected by the Village will provide general planning services to the Village on an as-need basis, based upon task orders to be issued by the Village under the continuing contract. There is no guarantee of a minimum amount of work under any continuing contract.

Request for Proposal (RFP) packages shall be received by the Village Clerk at 501 U.S. Highway, North Palm Beach, FL 33408 on or before 2:00 p.m. local time on July 31, 2023. The envelope containing the Proposal must be sealed and plainly marked “General Planning Services.” A public opening will take place on the same date and time in the Village Hall Conference Room located at Village Hall at 501 US Highway One, North Palm Beach, FL 33408. Any Proposals received after 2:00 p.m. local time on said date will not be accepted under any circumstances. Any uncertainty regarding the time a Proposal is received will be resolved against the Proposer.

THE PROPOSER’S ACKNOWLEDGMENT FORM (REFER TO ATTACHMENT A - PROPOSAL RESPONSE FORMS) MUST BE EXECUTED AND SUBMITTED WITH THE PROPOSAL, AND ALL OTHER REQUIRED PROPOSAL DOCUMENTS AND FORMS SHALL BE PLACED IN A SEALED ENVELOPE. THE FACE OF THE ENVELOPE MUST CONTAIN THE ADDRESS STATED HEREIN, THE DATE AND TIME OF THE PROPOSAL OPENING, AND THE WORDS “REQUEST FOR PROPOSAL – GENERAL PLANNING SERVICES.”

An Evaluation Committee shall evaluate the proposals submitted by the firms/individuals using criteria as outlined in the RFP and recommend the best qualified firm(s)/individual(s) to the Village Council. The Village Council will select the proposer it considers, in its sole discretion, to be the best qualified to serve the Village’s interest for these services. The Village reserves the right, in its sole discretion, to withdraw this RFP, to reject any or all proposals and/or to waive irregularities on all proposals. All questions and requests for additional information in connection with this RFP and selection shall be directed in writing or email only to Caryn Gardner-Young, Community Development Director, 420 U.S. Highway, Suite 21, North Palm Beach, FL 33480; email cgardner-young@village-npb.org

Publication Date(s): June 30, 2023

VILLAGE OF NORTH PALM BEACH
RFP - GENERAL PLANNING SERVICES

PART I

PROPOSAL GUIDELINES

1-1 Introduction: The Village of North Palm Beach, Florida is soliciting for Proposals from qualified consulting firms/individuals to provide general planning services

1-2 Proposal Submission and Withdrawal: The Village must receive all proposals no later than by **2:00 p.m. local time on July 31, 2023.** The proposals shall be submitted at the following address:

VILLAGE OF NORTH PALM BEACH
Village Clerk
501 US Highway One
North Palm Beach, Florida 33408

To facilitate processing, please clearly mark the outside of the proposal package as follows: **REQUEST FOR PROPOSAL – GENERAL PLANNING SERVICES.** This package shall also include the Proposer's return address.

Proposers may withdraw their proposals by notifying the Village in writing at any time prior to the deadline for proposal submittal. After the deadline, the proposal will constitute an irrevocable offer to provide the requested services for a period of six (6) months. Once opened, proposals become a record of the Village and will not be returned to the Proposer.

The Village cautions Proposers to assure actual delivery of mailed or hand-delivered proposals directly to the Village Hall at 501 US Highway One, North Palm Beach, Florida prior to the deadline set for receiving proposals. Each Proposer is responsible for making certain that its Proposal is received at the location specified by the due date and time. The Village of North Palm Beach is not responsible for delays caused by any mail, package delivery or courier service, including the U.S. mail, or caused by any other occurrence or condition. The Village's normal business hours are Monday through Friday, 8:00 a.m. through 5:00 p.m., excluding holidays observed by the Village. Any proposal received after the established deadline **will not** be considered and will be returned unopened to the Proposer(s).

The Proposers shall examine this RFP carefully. The submission of a Proposal shall be prima facie evidence that the Proposer has full knowledge of the scope, nature, and quality of the work to be performed; the detailed requirements of the specifications; and the conditions under which the work is to be performed. Ignorance of the requirements will not relieve the Proposer from liability and obligations under the Contract.

1-3 Number of Copies: Proposers shall submit **one (1) original, five (5) paper copies and one (1) electronic copy on a flash drive** of the proposal in a sealed, opaque package marked as noted above. The Proposer will be responsible for timely delivery, whether by personal delivery, U.S. Mail, or any other delivery medium.

1-4 Development Costs: Neither the Village nor its representatives shall be liable for any expenses incurred in connection with preparation of a response to this Request for Proposal or incurred by a Proposer in responding to the RFP, including costs incurred in connection with

evaluation and award proceedings. Proposers should prepare their proposals simply and economically, providing a straightforward and concise description of the Proposer's ability to meet the requirements of the RFP.

1-5 Inquiries: Interested Proposers may contact the Village's Community Development Director, Caryn Gardner-Young, regarding questions about the proposal by telephone at (561) 841-3369 or by e-mail at cgardner-young@village-npb.org.

The Community Development Director will receive written requests for clarification concerning the meaning or interpretations of the RFP, until eight calendar (8) days prior to the submittal date. No other employee of the Village is authorized to interpret any portion of this RFP or give information as to the requirements of the RFP in addition to what is contained in the written RFP document.

1-6 Addenda: The Village may record its response to inquiries and any supplemental instructions in the form of written addenda. The Village may provide written addenda up to seven (7) calendar days prior to the date fixed for receiving the proposals. The Village of North Palm Beach uses its website, the Palm Beach Post and DemandStar to administer the competitive solicitation process, including but not limited to soliciting responses, issuing addenda, posting results, and issuing notification of an intended decision. There is no charge to register and download the RFP from the Village's website. Proposers shall contact the Village to ascertain whether any addenda have been issued or review the online RFP on the DemandStar system. Failure to do so could result in an unresponsive proposal.

All Proposers are expected to carefully examine the proposal documents. Any ambiguities or inconsistencies should be brought to the attention of the Community Development Director through written communication prior to the opening of the proposals.

Material changes, if any, to the scope of services or the solicitation process will only be transmitted by official written addendum issued by the Village and uploaded to the Village's website as a separate addendum to the RFP. Under no circumstances shall an oral explanation given by any Village official, officer, staff, or agent be binding upon the Village and should be disregarded. All addenda are a part of the competitive solicitation documents and each Proposer will be bound by such addenda. It is the responsibility of each Proposer to read and comprehend all addenda issued.

1-7 Contract Awards: A Contract will be awarded by the Village Council. The Village anticipates entering into as many Contracts with as many Proposers who submit a proposal judged by the Village which serves the interests of the Village. In addition, the Village reserves the right to further negotiate any proposal, including price, with any Proposer. If an agreement cannot be reached with any Proposer within thirty (30) days from start of the negotiations, the Village reserves the right to reject the Proposal. The Village reserves the right to accept or reject any or all proposals, with or without cause, to waive technicalities or to accept any proposals which, in its sole judgment, best serves the interest of the Village. The Village also reserves the right to abandon the solicitation and/or to solicit and re-advertise for other proposals.

The Proposer understands that this RFP does not constitute an offer or a Contract with the Proposer. An offer or contract shall not be deemed to exist and is not binding until proposals are reviewed, accepted by appointed staff, approved by the appropriate level of authority within the Village and executed by all parties.

1-8 Acceptance of Responses/Minor Irregularities

The Village reserves the right to accept or reject any or all responses, part of responses, and to waive minor irregularities or variances to specifications contained in responses which do not make the response conditional in nature and minor irregularities in the solicitation process. A minor irregularity shall be a variation from the solicitation that does not affect the price of the contract or does not give a Proposer an advantage or benefit not enjoyed by other Proposers, does not adversely impact the interests of other Proposers or, does not affect the fundamental fairness of the solicitation process. The Village also reserves the right to reissue a Request for Proposal.

The Village reserves the right to disqualify a Proposer during any phase of the competitive solicitation process and terminate for cause any resulting contract upon evidence of collusion with intent to defraud or other illegal practices on the part of the Proposer.

1-9 Contractual Agreement: This RFP shall be included and incorporated in the final award. The order of contractual precedence will be the Contract, the terms of the RFP, and the submitted proposal. All legal action necessary to enforce the Contract will be held in Palm Beach County and the contractual obligations will be interpreted according to the laws of the State of Florida. **Any additional contract or agreement requested for consideration by the Proposer must be attached and enclosed as part of the proposal.**

1-10 Unauthorized Work: The successful Proposer(s) shall not begin work until a Contract has been awarded by the Village Council and a notice to proceed has been issued. Proposer(s) agree and understand that the issuance of a purchase order and/or task order shall be issued and provided to the Proposer(s) following Village Council award; however, receipt of a purchase order and/or task order shall not prevent the Proposer(s) from commencing the work once the Village Council has awarded the contract and notice to proceed is issued.

1-11 Public Records: Upon award recommendation or thirty (30) days after opening, whichever occurs first, proposals become “public records” and shall be subject to public disclosure consistent with Chapter 119 Florida Statutes. Proposers must invoke the exemptions to disclosure provided by law in the response to the RFP, and must identify the data or other materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary. Document files may be examined, during normal working hours.

1-12 News Releases: The Proposer shall obtain the prior written approval of the Village Manager’s Office of all news releases or other publicity pertaining to this RFP, the service, or project to which it relates.

1-13 Insurance: The Proposer shall, at its sole expense, agree to maintain in full force and effect at all times during the life of the resulting Contract, insurance coverages, limits, including endorsements, as described herein. The requirements contained herein, as well as Village’s review or acceptance of insurance maintained by the awarded service provider, are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by the Proposer under the contract.

- (a) Commercial general liability in the amount of \$1,000,000 per occurrence and \$2,000,000 aggregate covering bodily injury and property damage resulting from the activities connected with this service. The Village of North Palm Beach shall be endorsed as an Additional Insured to the Commercial General Liability. The Additional Insured endorsement shall read Village of North Palm Beach, including, all Officers, Employees, and Elected and Appointed Officials. The

Proposer shall agree the Additional Insured endorsements provide coverage on a primary basis.

- (b) Professional Liability or the equivalent Errors & Omissions Liability at a limit of liability not less than \$1,000,000 Per Occurrence. When a self-insured retention (SIR) or deductible exceeds \$25,000 the Village reserves the right, but not the obligation, to review and request a copy of the Proposer's most recent annual report or audited financial statement. For policies written on a Claims-Made basis, the Proposer warrants the Retroactive Date equals or precedes the effective date of this contract (Certificate of Insurance shall specify: Retro date-Full prior acts coverage applies). In the event the policy is canceled, non-renewed, switched to an Occurrence Form, retroactive date advanced; or any other event triggering the right to purchase a Supplemental Extended Reporting Period (SERP) during the life of this Contract, the Proposer shall agree to purchase a SERP with a minimum reporting period not less than three (3) years. The Proposer shall agree this coverage shall be provided on a primary basis. The Certificate of Insurance must indicate whether coverage is written on an occurrence or claims-made basis and must indicate the amount of any SIR or deductible.
- (c) Workers' Compensation and Employers Liability Insurance covering all employees engaged in the work under the Agreement, in accordance with the laws of the State of Florida. The amount of Employers Liability Insurance shall not be less than \$100,000 each accident, \$100,000 each employee for disease, and \$500,000 disease aggregate.
- (d) Automobile Liability at a limit of liability not less than \$500,000 Each Occurrence for all owned, non-owned and hired automobiles. In the event the Proposer does not own any automobiles, the Business Auto Liability requirement shall be amended allowing the Proposer to agree to maintain only Hired & Non-Owned Auto Liability. This amended requirement may be satisfied by way of endorsement to the Commercial General Liability, or separate Business Auto coverage form. The Proposer shall agree this coverage shall be provided on a primary basis.

The Proposer shall agree, by submitting a Proposal, to a Waiver of Subrogation for each required policy. When required by the insurer, or should a policy condition not permit an Insured to enter into a pre-loss agreement to waive subrogation without an endorsement, then the Proposer shall agree to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, in which a condition to the policy specifically prohibits such an endorsement, or voids coverage should enter into such an agreement on a pre-loss basis.

The Village reserves the right to review, modify, reject, or accept any required policies of insurance, including limits, coverages, or endorsements, herein from time to time throughout the life of the resulting Contract. The Village reserves the right, but not the obligation, to review and reject any insurer providing coverage because of its poor financial condition or failure to operate legally.

During the life of the Contract, the successful Proposer shall provide at its own cost and expense and maintain all insurance listed above. Proof of insurance is required before the Contract is signed. It shall be the responsibility of the successful Proposer to ensure that all subcontractors comply with each of the insurance requirements.

A 30-day written notice of cancellation, non-renewal or modification of any stipulated insurance shall be mailed to the Clerk's Office, return receipt requested mail. Note: 10-day Notice of Non-Payment is acceptable if Certificate of Insurance indicates 30-day notice for cancellation, non-renewal, or modifications.

The successful Proposer's liability insurance coverage shall extend to and include the following contractual indemnity and hold harmless agreement:

The Proposer shall indemnify, hold harmless and defend at its sole cost the Village of North Palm Beach and any other person or entity that becomes a Named Insured, as outlined herein, their respective officers, agents, and employees, against and assume all liability for any and all claims, suits, actions, damages, liabilities, expenditures, or causes of action of any kind arising from the services authorized in the Contract and resulting or occurring from any alleged negligence, act, omission or error of the Proposer, its agents, or employees and/or arising from the failure of the Proposer, its agents, or employees to comply with each and every requirement of the Contract or with any Village, county, state, or federal law or regulation applicable to the service provided resulting in or relating to bodily injury, loss of life or limb, or damage to property sustained by any person, firm, corporation, or other business entity.

The foregoing indemnity agreement shall apply to all claims and suits other than claims and suits arising out of the sole and exclusive negligence of the Named Insured, their officers, agents, and employees as determined by a court of competent jurisdiction. The successful Proposer shall obtain and maintain contractual liability insurance in adequate limits for the sole purpose of protecting the Village and the Named Insured under the hold harmless agreement from all claims arising out of the operations authorized by this Agreement.

Insurance coverage required by this Request for Proposals shall be in force throughout the Contract term. Should the successful Proposer fail to provide acceptable evidence of current insurance within seven (7) days of receipt of written notice at any time during the term of the Contract, the Village shall have the right to consider the Contract breached and shall have the right to immediately terminate the Contract.

1-14 Prohibition on Scrutinized Companies: As provided in F.S. 287.135(2)(a), by submitting Professional Qualifications, or entering into any contract with the Village, or performing any work in furtherance hereof, the Proposer certifies that it is not on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, or is engaged in a boycott of Israel. The Proposer shall complete the attached Scrutinized Companies Certification Form which is attached as an exhibit.

1-15 Public Entity Crimes: Award will not be made to any person or affiliate identified on the Department of Management Services' "Convicted Vendor List". This list is defined as consisting of persons and affiliates who are disqualified from public contracting and purchasing process because they have been found guilty of a public entity crime. No public entity shall award any contract to, or transact any business in excess of the threshold amount provided in Section 287.017 Florida Statutes for Category Two (currently \$25,000) with any person or affiliated on the "Convicted Vendor List" for a period of thirty-six (36) months from the date that person or affiliate was placed on the "Convicted Vendor List" unless that person or affiliate has been removed from the list. By signing and submitting its Proposal, Proposer attests that it has not been placed on the "Convicted Vendor List."

1-16 Drug-Free Workplace: All proposers must sign and comply with the drug free work place form attached.

1-17 Rights and Privileges: Rights and privileges granted by the Village shall not be assigned or transferred in any manner whatsoever without written approval of the Village Council. At all times during the term of the Contract, the Proposer shall act as an independent

contractor and at no time shall the Proposer be considered an agent of the Village. The Proposer shall obtain and pay for all permits, licenses, Federal, State and Local taxes chargeable to its operation.

1-18 Cone of Silence: The Proposer is advised that the “Palm Beach County Lobbyist Registration Ordinance” prohibits a Proposer or anyone representing the Proposer from communicating with any member of the Village Council, the Village Manager and Village employees. This “Cone of Silence” is in effect from the date/time of the deadline for submission of the RFP, and terminates at the time that the Village Council approves a contract or rejects all proposals. Violations of the “Cone of Silence” shall disqualify any Proposer.

1-19 Code of Ethics: The award is subject to all applicable State of Florida, Palm Beach County and Village ethical provisions and requirements. All Proposers shall disclose with their Proposal the name of any officer, director, or agent who is also a Village employee. Further, all Proposers shall disclose the name of any Village employee who owns, directly or indirectly, an interest of 5% or more in the Proposer's firm or any of its branches.

1-20 Lobbying Prohibited: Proposers are not to contact or lobby any Village personnel related or involved with this RFP. All written inquiries are to be directed to the Community Development Director as instructed herein. Any violation of this condition may result in rejection and/or disqualification of the Proposer.

1-21 Equal Opportunity Requirements: It is the policy of the Village to prohibit discrimination on the basis of race, color, creed, religion, sex, national origin, age, physical disability, mental disability, history of physical or mental disability, marital status, familial status, veteran status, sexual orientation, the presence of a non-job related medical condition, or any form of unlawful discrimination.

1-22 Disclosure and Disclaimer: Any action taken by the Village in response to proposals submitted in response to this RFP or in making any award or failure or refusal to make any award pursuant to such proposals, or in any cancellation of award, or in any withdrawal or cancellation of this RFP, either before or after issuance of an award, shall be without any liability or obligation on the part of the Village or its advisors.

Following submission of a proposal, the Proposer agrees to promptly deliver such further details, information, and assurances, including, but not limited to, financial and disclosure data, relating to the proposal and/or the Proposer, including the Proposer's affiliates, officers, directors, shareholders, partners, and employees, as requested by the Village.

The information contained herein is provided solely for the convenience of proposers. It is the responsibility of a Proposer to assure itself that information contained herein is accurate and complete. Neither the Village, nor its advisors provide any assurances as to the accuracy of any information in this RFP. Any reliance on the contents of this RFP, or on any communications with Village representatives or advisors, shall be at each Proposer's own risk. Proposers should rely exclusively on their own investigations, interpretations, and analyses in connection with this matter. The RFP is being provided by the Village without any warranty or representation, expressed or implied, as to its content, accuracy, or completeness, and no proposer or other party shall have recourse to the Village if any information herein contained shall be inaccurate or incomplete. No warranty or representation is made by the Village that any proposal conforming to these requirements will be selected for consideration, negotiation, or approval.

The Village, and its representatives shall have no obligation or liability with respect to this RFP, or the selection and award process contemplated hereunder. All costs incurred by a Proposer in preparing and responding to this RFP are the sole responsibility of the Proposer. Any recipient

of this RFP who responds hereto fully acknowledges all the provisions of this Discloser and Disclaimer and agrees to be bound by the terms hereof. Any proposal submitted in response to this RFP is at the sole risk and responsibility of the party submitting such proposal.

1-23 Proposal Contents: All material submitted becomes the property of the Village of North Palm Beach. The Village has the right to use any or all ideas presented in any response to this RFP. Selection or rejection of the proposal does not affect this right.

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES

PART II

NATURE OF SERVICES REQUIRED

2-1 PURPOSE AND SCOPE OF WORK

The Village of North Palm Beach (the “Village”) is soliciting Proposals from qualified consulting Proposers or individuals (hereinafter, collectively referred to as “Proposer” or “Proposers”) to provide general planning services. The Village anticipates awarding a continuing services contract to one (1) or more Proposer(s). Proposers selected by the Village will provide general planning services to the Village on an as-need basis. There is no guarantee of a minimum amount of work under any continuing contract. The continuing services contract will provide for a task order or similar document to be issued for each project/assignment.

2-2 BACKGROUND

The Village of North Palm Beach is located on the east coast of Florida, 9 miles north of West Palm Beach in Palm Beach County. The Village is a residential community with a population of about 13,000 year-round residents. When winter residents arrive, the Village population is estimated to be about 15,000. The Village was incorporated in 1956. The Village operates under the Council/Manager form of government and provides the following services: general government, public safety, public services, country club, and parks and recreation.

2-3 WORK TO BE PERFORMED

The Village is requesting qualifications from Proposers with experience in the following potential services:

a. General Planning Services including but not limited to:

1. Comprehensive Plan: Evaluation of the Village’s Comprehensive Plan, assessment of changes in local conditions, evaluation of any major local issues, assessment of key objective and policies, assessment of concurrency issues, review and evaluation of the Plan’s elements, evaluation of climate change impacts, drafting of any necessary Comprehensive Plan amendments to reflect any changes in local conditions and changes in State requirements, adoption and transmittal of said amendments to the State, attendance at required staff, Planning Commission and Village Council meetings and hearings, and any other tasks necessary to accomplish these assignments.
2. Code Amendments: Consultation regarding land development regulations and the zoning code and drafting and/or review of related ordinances/ resolutions and/or development orders.
3. Planning Petitions: Consultation, review, processing, and presentation of regarding various land development issues (e.g., site plans, special exceptions, variances).

4. Interpretations: Interpretation of the Village's Zoning Code and issuance of official interpretations.

5. Planning Studies: Perform planning studies.

6. Meetings: Attend staff meetings, Planning Commission meetings, Village Council meetings, and other Village board meetings, upon request.

7. Community Communications: Meet with residents, developers, architects, property owners and the general public, as needed.

8. Architectural Services: Provide architectural peer review and application of design standards.

b. Traffic Engineering and Planning: Provide expertise to support the Village in the technical tasks of all areas of urban and transportation planning to guide public policy planning, decision making, and investments related to transportation, transit-oriented development (TOD), and other mobility needs.

c. LEED and Sustainability Consulting (Professional and Design Service in Addition to Architecture): Provide general LEED (or other certification agency as approved by the Village) consulting to include assisting in selection of appropriate LEED goals for specific projects; assist in development of LEED project components and providing acceptable product specifications for those components; review all LEED related component submissions; develop and maintain LEED tracking score cards.

d. Graphic Design: Provide all graphic design services which could be required for way-finding programs, educational graphics, building elevations or other related work.

e. Economic Development Planning and Research: Provide expertise to support the Village Council's economic development program including researching and developing long-term objectives, strategies, and approaches to urban redevelopment and revitalization; analysis of business incentives and economic impact; economic impact analysis reports using Regional Economic Models, Inc. software and other economic research tools; and assessing tax revenue and economic impacts of redevelopment/revitalization projects. Provide professional support if needed to research, compile, analyze and interpret data on economic, labor, and demographic conditions and trends.

f. Landscape Design Plan Review and Inspections Services: Provide professional landscape architecture plan review and inspection services by a registered Landscape Architect and/or Arborist on an as-needed basis. Services may include but are not limited to:

- 1) Plan check review of concept and construction landscape plans and park plans, technical studies, and technical specifications and perform in accordance with the design policies and standard plans;
- 2) Attendance at development/planning case meetings, as requested
- 3) Site Inspections;
- 4) Scheduling and Tracking Inspections;
- 5) Review Cost Estimates; and
- 6) Advise staff on new landscaping regulations and/or standards. If Proposer's personnel are assigned to Village, the assigned personnel shall be at a minimum a registered Landscape Architect or Arborist.

g. Perform other planning duties as assigned or directed by the Community Development Director or Village Manager.

These tasks are not to be construed as a complete statement of all duties to be performed. Proposers may be required to perform other job-related duties as required. Village shall have the right, in its sole and absolute discretion, to require additional services that are consistent with the scope of services and those activities typically performed by general planning Proposers and for which the Proposer(s) are experienced, qualified, and able to perform. All services shall be performed and completed in compliance with Florida law, the Florida Building Code, the Village's Charter and Code of Ordinances, and all other applicable codes, laws, rules, and regulations governing these services.

2-4 MINIMUM QUALIFICATIONS

1. Proposers must meet the following minimum qualifications in order to be considered responsive to this RFP:

- a. As of the submission deadline, the Proposer shall have a minimum of three (3) years of experience satisfactorily providing the same or similar services requested under this RFP. Prior experience working with municipalities or other public entities preferred.
- b. As of the submission deadline, the Proposer (if a corporation or limited liability company) shall be registered with the Florida Secretary of State and be in good standing.

2. Any Proposer that does not meet these minimum requirements shall not be eligible to be considered for placement on the list of qualified on-call Proposer

2-5 SUB-PROPOSERS

A Sub-Proposer is an individual or Proposer contracted by the Proposer to assist in the performance of services required under this RFP. A Sub-Proposer shall be paid through Proposer and not paid directly by the Village. Sub-Proposers are permitted by the Village in the performance of the services pursuant to the Contract. Proposer must clearly reflect in its RFP the Sub-Proposer(s) to be utilized in the performance of required services. The Village retains the right to accept or reject any Sub-Proposer. Any and all liabilities regarding the use of a Sub-Proposer shall be borne solely by the successful Proposer and insurance for each Sub-Proposer must be maintained in good standing and approved by the Village throughout the duration of the Contract. Neither the Successful Proposer nor any of its Sub-Proposers are considered employees or agents of the Village. Failure to list all Sub-Proposers and provide the required information may disqualify any proposed Sub-Proposer from performing work pursuant to this RFP.

Proposers shall include in their Proposals the requested Sub-Proposer information and include all relevant information required of the Proposer. In addition, within five (5) working days after the identification of the award to the successful Proposer(s), the Proposer shall provide a list of Proposers that the successful Proposer intends to utilize in the Contract, if applicable. The list shall include, at a minimum, the name, and location of the place of business for each Sub-Proposer, the services the Sub-Proposer will provide relative to any Contract that may result from this RFP, Sub-Proposer's hourly rates or fees, any applicable licenses, insurance, references, ownership, and other information required of the Proposer.

2-6 CONTRACTS, BILLING AND PAYMENT

1. The selected Proposer(s) will be expected to enter into a formal agreement at the time of contract award. The selected Proposer(s) will also be expected to submit a scope of services for the purpose of executing a formal contract. A Scope of services and pricing shall be included in the award contract.
2. The Village of North Palm Beach expects to sign a firm fixed price contract with the successful proposer for a five (5) year period with the expectation that an additional contract will be awarded for 2 additional one-year periods subject to the mutual consent of the Village Manager and the proposer and approval of the Village Council.
3. The total amount of compensation will be negotiated with the selected Proposer. No minimum amount of work or compensation will be assured to the retained Proposer(s).

Village of North Palm Beach
GENERAL PLANNING SERVICES

PART III

PROPOSAL REQUIREMENTS

3-1 RULES FOR PROPOSALS

Proposer shall submit one (1) original, five (5) paper copies and one (1) electronic copy on a flash drive in a clear, concise format, on 8 ½ " x 11" paper, in English. The proposal shall contain tabbed sets of the information required herein to be considered for award. Omission of required data may be cause for disqualification. Any other information thought to be relevant, but not applicable to the enumerated sections, should be provided as an appendix to the proposal. If publications are supplied by a Proposer to respond to a requirement, the response should include reference to the document number and page number. Proposals not providing this reference will be considered to have no reference materials included in the additional documents.

Proposals must be properly signed in ink by the owner/principal having the authority to bind the firm to this agreement.

The proposal must name all persons or entities interested in the proposal as principals. The proposal must declare that it is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

The Village deems certain documentation and information important in the determination of responsiveness and for the purpose of evaluating responses. Responses should seek to avoid information in excess of that requested, must be concise, and must specifically address the issues of this RFP. Please use a 12-point font; and at least 1.15-line spacing to facilitate reading of the proposal. This does not apply to resumes. The Village prefers that responses be no more than thirty (30) pages double-sided, be bound in a soft cover binder, and utilize recyclable and recycled-content materials as much as practical. Elaborate binders are neither necessary nor desired. Please place the labeled thumb drive in a paper sleeve. The proposals shall be organized and divided into the sections indicated herein and in the order that this information is requested in this RFP. These are not inclusive of all the information that may be necessary to properly evaluate the response and meet the requirements of the scope of work and/or specifications. Additional documents and information should be provided as deemed appropriate by the Proposer in response to specific requirements stated herein or through the RFP.

3-2 SUBMISSION OF PROPOSALS

An **original copy** (so marked) and **five (5) copies and the flash drive copy** to include the following shall be submitted for a proposing firm to be considered:

1. Title Page. Title page shall provide the RFP subject; the firm's name; the name, address and telephone number of contact person; and the name, address, principal place of business and telephone number of the legal entity with whom the contract is to be entered.
2. Table of Contents. The table of contents of the proposal should include a clear and complete identification of the materials submitted by section and page number. The table

of contents should outline in sequential order the major areas of the submittal, including enclosures. All pages should be consecutively numbered and correspond to the Table of Contents.

3. Transmittal Letter. This letter will summarize in a brief and concise manner the Proposer understanding of the work to be performed, a statement why the firm/individual believes itself to be best qualified to provide the general planning services, and a statement that the proposal remains in effect for sixty (60) days. An authorized agent of the Proposer must sign the Letter of Transmittal indicating the agent's title or authority.
4. Detailed Technical Proposal. The detailed proposal should follow the order set forth as stated below

3-3 TECHNICAL PROPOSAL

General Requirements - The purpose of the technical proposal is to demonstrate the qualifications, competence, capacity, and methodology of the firms/individuals seeking to provide the services in conformity with the requirements of this Request for Proposal. Therefore, the substance of proposals will carry more weight than their form or manner of presentation. The technical proposal should demonstrate the combined qualifications of the firm/individual and of the particular staff members to be assigned to this engagement.

The technical proposal should address each of the points outlined in the RFP. The proposal should be prepared simply and economically, providing a straightforward, concise description of the proposer's capabilities to satisfy the requirements of the RFP. While additional data may be presented, the following subjects must be included.

Section 1: INTRODUCTION LETTER (not to exceed three pages)

An introductory letter, introducing the Proposer including the corporate name (if applicable), address and telephone number of principal office, number of years in business and staff size. Include a reproduction of Corporate Charter Registration, if applicable. Indicate the primary person responsible for this project. Introduction shall be signed by an individual authorized to bind the firm.

Section 2: APPROACH TO THE SCOPE OF SERVICES (unlimited pages)

The proposal shall include a description of the proposed general services engagement, with any exhibits or documentation deemed essential, addressing the following:

- 1) Overall approach and methods to accomplish the general planning services;
- 2) Working knowledge of the Village of North Palm Beach;
- 3) Describe the current work load of each person who will be involved in the Proposal;
- 4) Summarize other Proposer resources available to meet the Village's needs;
- 5) Provide information regarding any proposed innovative concepts that may enhance value and quality of the proposed work; and
- 6) Any favorable cost containment approaches or additional or alternative ideas that may be successful if implemented by the Village.

Section 3: WORK EXPERIENCE

The proposal shall include past performance, including the total number of similar entities to which the Proposer has provided general planning services. The Proposer shall list a minimum of three (3) projects it has worked on in the past five (5) years, of similar scope and complexity. Emphasis should be on planning services provided for municipal clients within the State of Florida. The descriptions shall include: the client's reference and contact information; key

project staff; summary of the work performed; the contract amount; the schedule; and the project's achievements, milestones and hardships. The Proposer may submit both as a prime and/or serve as a sub-Proposer under another Proposal.

Provide a minimum of five (5) references for which the Proposer provided a similar general planning service within the past five years of the scope and nature required by this RFP similar in size to the Village of North Palm Beach. These references must include, as a minimum: name of company; contact person; address; e-mail address; and telephone number. References shall include the general description of the project, the dates, and whether time lines were met.

Letters of Commendations or Recommendation may be included in this section.

Section 4: KEY STAFF EXPERIENCE AND QUALIFICATIONS

Proposers shall submit the following information (for Proposer and any sub-Proposers) as described in the sections below:

- 1) Staffing levels at office locations;
- 2) Total staff available for this Proposal and the anticipated percent of general planning work to be performed by various levels of staff including organizational chart.
- 3) Experience and qualifications of all key Proposer and Sub-Proposer players (Provide resumes and licenses of all persons who will be involved in the engagement of the general planning services.); and
- 4) List of tasks to be subcontracted out;

Section 5: LITIGATION AND TERMINATIONS

Proposer(s) shall provide a summary of any litigation filed against their firm or key personnel in the past five (5) years. The summary shall state the nature of the litigation, a brief description of the case, the outcome or projected outcome, and the monetary amount involved. If none, state as such. Include whether the Proposer or any of its principals has ever been declared bankrupt or reorganized under Chapter 11 or put into receivership. List any criminal violations and/or convictions of the Proposer and/or any of its principals. Proposers shall also state if the Proposer and/or firm has had contracts for the services sought under this RFP which were terminated for default, non-performance or delay in the past five (5) years. Proposer shall describe all such terminations, including the name and address of the other contracting party for each such occurrence. If none, state as such.

Section 6: COST DETAIL

Propose a fee schedule for use of the service and schedule of fees for completion of all the General Planning Services required.

VILLAGE OF NORTH PALM BEACH

GENERAL PLANNING SERVICES

PART IV

EVALUATION OF PROPOSALS

4-1 EVALUATION AND AWARD

The Village will select proposals deemed most qualified and in the best interest of the Village based on the submittal criteria. The General Planning Selection Committee will rank those Proposers whose proposals are deemed most qualified.

The Village reserves the right to select any proposal which in the opinion and sole discretion of the Village will be in the best interest of and/or most advantageous to the Village. The Village reserves the right to waive any irregularities and technicalities and may at its discretion request re-submittal of proposals.

4-2 SELECTION COMMITTEE - A General Planning Selection Committee will convene, review, and discuss all proposals submitted.

4-3 REVIEW OF PROPOSALS - The General Planning Selection Committee will use a point/percentage formula during the review process to score proposals.

4-4 EVALUATION CRITERIA - The criteria and weights as shown below shall be utilized in the evaluation of the proposals. The General Planning Selection Committee will evaluate all responsive written proposals to determine which proposals best meet the needs of the Village, based on the evaluation criteria. It is expected that a contract will be executed between both parties for the services as may be necessary. The evaluation criteria will be based on Qualifications and Experience of the Firm and Staff, Technical Approach to the Project/Scope of Work, and Fees.

4-5 SELECTION - Proposer selection and the award of the contract shall be done in accordance with all State of Florida requirements and procedures and all Village policies and procedures.

4-6 ORAL PRESENTATIONS - Upon completion of the evaluation of all written proposals, the General Planning Selection Committee shall invite selected firms/individuals to give an oral presentation. The Evaluation Criteria may be changed for the oral presentation evaluation phase. References and site visits (if completed) shall be included in the final evaluation criteria, along with other criteria and weights as determined by the General Planning Selection Committee. Additionally, during the oral presentations, the proposers shall include (but not be limited to) their approach to the project. The proposed Project Manager should be in attendance. Finalists will be informed as to the revised criteria prior to their oral presentation.

4-7 FINAL SELECTION - The General Planning Selection Committee will submit as many proposals to the Village Council for final approval as appropriate. The Village shall be the sole

judge of its own best interests, the proposals, and the resulting negotiated agreement. The Village's decisions will be final. Upon Village Council authorization, contract negotiations will be initiated with the as many appropriate firms/individuals selected by the Village Council.

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
EVALUATION CRITERIA

Criteria	Points
<p>Qualifications and Experience / Ability of Professional Personnel / Financial</p> <ul style="list-style-type: none"> • Availability of qualified personnel • The quality of the firm’s professional personnel to be assigned to the engagement and the quality of the firm’s support personnel and continuity of staff. • Ability to perform additional services and provide technical support throughout the period of engagement • Ability to meet set standards • Previous contracting experience with the Village and other governmental agencies • Evidence of a capable and well-organized engagement team and management plan • Evidence of insurance and/or bonding capacity • Demonstrated experience performing municipal general planning services 	25
<p>Quality of Services</p> <ul style="list-style-type: none"> • Conveyance of a willingness to work with Village staff to maximize resources • The ability to satisfactorily convey, via the completeness and responsiveness of their Proposal, a depth of understanding of the Scope of Work and the firm’s capacity to accomplish it successfully • High quality level of services to be provided to Village 	20
<p>Technical Approach to the Project/Scope of Work</p> <ul style="list-style-type: none"> • Approach to the Project and Methodology • Understanding of Village needs • Technical Soundness of the proposal • Applicability of the services offered • Meeting the Village's operational requirements 	20
<p>Fee</p> <ul style="list-style-type: none"> • Pricing Structure • Fee Schedule work sheet • Any other Costs 	25
<p>Other</p> <ul style="list-style-type: none"> • Overall completeness, clarity, and quality of proposal • Location of firm • Volume of Work in process 	10

**EXHIBIT A
PROPOSER CHECKLIST**

Note:

- 1) This Exhibit must be included in RFP immediately after the Letter of Transmittal.
- 2) RFP Package must be put together in the order set forth in this checklist.
- 3) Any supplemental materials must appear after those listed below and be tabbed "Additional RFP Information"

- _____ Title Page
- _____ Table of Contents
- _____ Letter of Transmittal
- _____ Copy of this Checklist (Exhibit A)
- _____ Introduction Letter
- _____ Approach to Scope of Services
- _____ Work Experience
- _____ Key Staff Experience and Qualifications
- _____ Litigation and/or Terminations
- _____ Cost Details

FORMS

- _____ Proof of Licenses
- _____ Information Statement (Exhibit B)
- _____ Noncollusive Affidavit (Exhibit C)
- _____ Drug Free Workplace form (Exhibit D)
- _____ Scrutinized Companies Certification (Exhibit E)
- _____ Public Entity Crimes Form (Exhibit F)
- _____ Reference Form (Exhibit G)
- _____ Fee Schedule (Exhibit H)

VILLAGE OF NORTH PALM BEACH
RFP – GENERAL PLANNING SERVICES
REQUIRED FORMS

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Exhibit B INFORMATION STATEMENT

Please Note: All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration)

Address:

City: _____ State: _____ Zip: _____

Telephone No. _____ FAX No. _____

Email: _____

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
_____	_____	_____	_____
_____	_____	_____	_____

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. If this section does not apply to your bid, simply mark N/A

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the Village and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, hereby agrees that the Village shall have no liability for respondent's indirect, incidental, consequential, special or

exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings.

Submitted by:

Name (printed)

Signature

Title

Date

EXHIBIT C

NONCOLLUSIVE AFFIDAVIT FORM

STATE OF _____

COUNTY OF _____

_____, being first duly sworn deposes and says that:

1. He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting the Proposal.
2. The Proposal is genuine and is not a collusive or sham Proposal.
3. Neither the Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, have in any way, colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Proposer, firm, or person to fix the price in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price in any other Proposer; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage in the proposed Contract.
4. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Date: ____/____/____

By _____

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared _____, an authorized representative of _____, well known to me and known to me to be the person(s) described in and who executed the foregoing instrument and have acknowledged before me that they executed the same. WITNESS my hand and official seal in the County and State last aforesaid this ____ day of _____, 2023.

Notary Public - State of Florida at Large
(Printed, typed or stamped commissioned name of notary public)

**EXHIBIT D
DRUG-FREE WORK PLACE CERTIFICATION**

The undersigned Contractor, in accordance with Section 287.087, Florida Statutes, hereby certifies that

_____ does:

Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.

Proposer's Signature

Date

EXHIBIT E
SCRUTINIZED VENDOR CERTIFICATION
PURSUANT TO SECTION 287.135, FLORIDA STATUTES

This sworn statement is submitted to the Village of North Palm Beach, Florida

by _____
(print individual's name and title)

for _____
(print name of entity submitting sworn statement)

whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is: _____

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

1. I hereby certify that the above-named entity:
 - A. Does not participate in the boycott of Israel; and
 - B. Is not on the Scrutinized Companies that Boycott Israel List.

Section 287.135, Florida Statutes, prohibits the Village from contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.

As the person authorized to sign on behalf of the above-named entity, I hereby certify that the statements set forth above are true and that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees and/or costs. I further understand that any contract with the Village for goods or services may be terminated at the option of the Village if the company has been found to have submitted a false certification.

(Signature)

The foregoing document was sworn and subscribed before me this _____ day of _____, 2023 by _____, who is personally known to me or produced _____ as identification.

Notary Public
My Commission Expires:

EXHIBIT F
PUBLIC ENTITY CRIMES FORM

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to Village of North Palm Beach
(Print name of the public entity)

By
(Print individual's name and title)

for
(Print name of entity submitting sworn statement)

Whose business address is

and (if applicable) its Federal Employer Identification Number (FEIN) is
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any Proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, no jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - 4-1. A predecessor or successor of a person convicted of a public entity crime:
or
 - 4-2. Any entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a

joint venture with a person who has been convicted of a public entity crime in the State of Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposal applies to Proposals on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an entity.
6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (indicate which statement applies)

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one of more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

State of
County of

The foregoing instrument was acknowledged before me this _____ day of _____, 2023 by _____ of _____, who is personally known to me or who has produced _____ as identification and who did (did not) take an oath.

WITNESS my hand and official seal.

NOTARY PUBLIC

(Name of Notary Public: Print, Stamp,
or type as Commissioned)

EXHIBIT G REFERENCES

PROPOSER REFERENCES	
<p>Please submit a minimum of five references in detail; give client references who have been clients (of the Proposer) for at least one year (preferably municipal governments or other governmental agencies of similar size in Florida where your company has provided same and similar services General Planning Services). The Village may contact some of the Proposer’s current and former clients, both supplied by the Proposer and independently derived, to request that they validate the qualifications of the Proposer and the accuracy of the claims made by the Proposer in its Proposal, and that they assess the Proposal’s ability to perform the types, level and quality of services that the Village desires. All references contacted will be asked to rate those aspects of the Proposal’s performance on a scale from 0 – 5: zero (0) being poor and (5) being excellent.</p> <p style="margin-left: 40px;">Excellent: Frequently exceeds client reference’s specifications/requirements</p> <p style="margin-left: 40px;">Good: Meets client reference’s specification/requirements.</p> <p style="margin-left: 40px;">Poor: Frequently does not meet client reference’s specifications / requirements</p>	
1. CUSTOMER NAME:	
CUSTOMER LOCATION:	
POPULATION, if Government:	
CUSTOMER CONTACT PERSON :	
CUSTOMER PHONE NUMBER:	
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	
PROJECT DESCRIPTION:	
2. CUSTOMER NAME:	
CUSTOMER LOCATION:	
POPULATION, if Government:	
CUSTOMER CONTACT PERSON :	
CUSTOMER PHONE NUMBER:	
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	
PROJECT DESCRIPTION:	
3. CUSTOMER NAME:	
CUSTOMER LOCATION:	
POPULATION, if Government:	

CUSTOMER CONTACT PERSON :	
CUSTOMER PHONE NUMBER:	
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	
PROJECT DESCRIPTION:	
4. CUSTOMER NAME:	
CUSTOMER LOCATION:	
POPULATION, if Government:	
CUSTOMER CONTACT PERSON :	
CUSTOMER PHONE NUMBER:	
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	
PROJECT DESCRIPTION:	
5. CUSTOMER NAME:	
CUSTOMER LOCATION:	
POPULATION, if Government:	
CUSTOMER CONTACT PERSON :	
CUSTOMER PHONE NUMBER:	
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	
PROJECT DESCRIPTION:	

**EXHIBIT H
SCHEDULE OF FEES**

POSITION	HOURLY RATE

PROPOSER SUPPLEMENTAL INFORMATION

Please add any additional supplemental information in this section.

GENERAL PLANNING SERVICES



CONTACT: NILSA ZACARIAS, AICP

Project Manager
Telephone: +1 (561) 746-6900
Ext. 0301
Fax: +1 (561) 746-8333
nzacarias@chenmoore.com

Office Location:
500 Australian Avenue South
Suite 850
West Palm Beach, FL 33401



COPY

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1851 W. Indiantown Road, Suite 100
Jupiter, FL 33458
Office: +1 (561) 401-9495



Transmittal Letter

VILLAGE OF NORTH PALM BEACH

420 US HIGHWAY ONE

NORTH PALM BEACH, FL 33408

Re: General Planning Services

Dear Selection Committee,

The Village of North Palm Beach strives to preserve its natural resources and enhance the quality of life of its residents since its incorporation in 1956. This dedicated commitment is reflected in the vibrant community life, outstanding recreation areas, lush residential districts, and growing business community.

Chen Moore and Associates, Inc. (CMA) is grateful for the opportunity to submit our response for Consultant for General Planning Services to the Village of North Palm Beach. **In December of 2022, CMA acquired NZ Consultants**, a local premier planning firm, expanding CMA's planning services division and increasing the firm's statewide team to 117 employees. CMA is an awarded multi-disciplinary consulting firm founded in 1986 that provides outstanding city planning, landscape architecture, environmental, civil engineering, transportation engineering, electrical engineering and construction management services to local governments in Florida.

CMA is proposing a high-level proficient team including AICP planners, PLA landscape architects, certified arborists, and P.E. engineers experienced in federal, state and local regulations. The CMA Team has the credentials to provide land planning, urban design, public meeting facilitation, landscape architecture, environmental, transportation, drainage, water, and wastewater engineering services. With unparalleled technical analysis, writing skills, and graphic design capabilities (CAD renderings and GIS mapping), the CMA Team is positioned to deliver successful and meaningful planning services to the Village.

Communication is paramount to deliver successful planning services, and CMA is appointing Nilsa Zacarias, AICP, as the project manager that will keep a fluid communication with the Village Staff. **NZ Consultants, now CMA, has provided on going planning services to the Village from 2016 to April 2023. Through these years we conducted planning and zoning reviews, work with applicants, and performed other planning tasks. We have an in-depth knowledge of the Village Code.** As indicated in the evaluations provided by current clients, CMA professionals have a track record of going above and beyond to ensure that **services are delivered on time and on budget.**

As presented on the Summary of Qualifications and Experience sections, CMA has the credentials to furnish and provide to the Village of North Palm Beach all required services included on the subject Scope of Service:

- General Planning Services including but not limited to: Comprehensive Plan, Code Amendments, Planning Petitions, Interpretations, Planning Studies, Meetings, Community Communications, Architectural Services, and other planning tasks;
- Traffic Engineering and Planning; LEED and Sustainability Consulting;
- Graphic Design; Economic Development Planning and Research;
- Landscape Design Plan Review and Inspection Services.

CMA will provide a successful outcome by offering the following qualifications further detailed in this proposal:

- **KNOWLEDGE** of the Village's vision and development challenges
- **EXPERTISE** in Florida Statutes, Engineering Standards, Federal and Local Regulations
- **EXPERIENCED AND QUALIFIED TEAM** - AICP Certified Planners, PLA Landscape Architects, Licensed Arborists and P.E Engineers
- **PROVEN RECORD OF OUTSTANDING SERVICE** - Compliance with Time and Budget Requirements
- **GRAPHIC RESOURCE CAPABILITIES** - Advanced GIS and Computer Graphics
- **EFFECTIVE PUBLIC COMMUNICATION** – Charrettes, Workshops, Presentations to Residents, Village Council, Boards and Committees

CMA understands the scope of work and is committed to meeting all the specified requirements outlined in the RFP document, including all insurances. The subject proposal remains in effect for sixty (60) days. The CMA Team will be honored to provide services to the Village of North Palm Beach and work with the Village Staff. Thank you for the opportunity.

Respectfully submitted,



Cristobal Betancourt, PLA, AICP
Vice President of Landscape Architecture/Planning
CHEN MOORE AND ASSOCIATES, INC.

1. Introduction Letter



INTRODUCTION LETTER

Founded in 1986, **Chen Moore and Associates, Inc. (CMA)**, an awarded multi-disciplinary consulting firm specializes in planning and irrigation, landscape architecture, environmental, civil engineering, water resources, water and sewer, electrical engineering, transportation, and construction engineering services. **With the recent addition of NZ Consultants during the 4th quarter of 2022**, expanding CMA's planning services division and increasing the firm's statewide team to 117 employees.



The firm has its headquarters in Fort Lauderdale. CMA has regional offices in Miami, West Palm Beach, Orlando (Maitland), and Jacksonville, with additional offices in Jupiter, Port St. Lucie, Sarasota (Nokomis), Gainesville, and Tampa.

CMA's key services groups include Planning, Civil Engineering (water/sewer, roadway/highway, stormwater, general civil), Electrical Engineering, Landscape Architecture, Environmental, and Construction Administration. CMA's key market groups are as follows: Water and Sewer; Transportation; Water Resources; Parks and Recreation; Energy and Land Development. CMA employs 117 full time staff, including 41 registered professional engineers, 7 registered landscape architects, 4 AICP certified planners, 2 certified arborists, and a certified irrigation designer. With our highly experienced technical design staff, the CMA team has the capabilities to address the smallest to the most challenging tasks required for many types of public, semi-public and private sector projects.

The planning and additional consulting services provided by CMA will reflect the **Village of North Palm Beach** commitment to maintain and enhance the quality of life of its residents, and support its business community. **NZ Consultants, now CMA, has provided on going planning services to the Village from 2016 to April 2023. Through these years we conducted planning and zoning reviews, work with applicants, and performed other planning tasks. We have an in-depth knowledge of the Village Code.** CMA understands the Village's challenges and vision, and it will ensure that the planning consulting services are based on in-depth analysis of existing conditions, trends; and federal, state and local regulations.

Per the 2020 US Census, the Village's key demographics are as follows:

Population: 13,160; Land Area: 3.27 square miles; Owner-Occupied Housing Unit Rate: 78.3%; Median Value of Housing Unit: \$366,400; Median Household Income: \$81,135

Communication is paramount to deliver successful planning services. CMA is appointing Nilsa Zacarias, AICP, as the project manager for this initiative. Ms. Zacarias has more than 25 years of experience in working with local governments and will keep a fluid communication with the Village Staff. As indicated on the evaluations provided by current clients, CMA professionals have a track record of going above and beyond to ensure that **services are delivered on time and on budget.**

CMA is proposing a high-level proficient team including AICP planners, PLA landscape architects, certified arborists, environmental scientist, and P.E. engineers experienced in federal, state and local regulations. The CMA Team has the credentials to provide land planning, urban design, public meeting

facilitation, landscape architecture, environmental, transportation, drainage, water, and wastewater engineering services. With unparalleled technical analysis, writing skills, and graphic design capabilities (CAD renderings and GIS mapping), the CMA Team is positioned to deliver successful and meaningful planning services to the **Village of North Palm Beach**.

CMA has the financial capability to perform the Scope of Service required by the Village of North Palm Beach. As presented on the Work Experience and Qualifications, CMA has the credentials to furnish and provide all required services included on the subject Scope:

- **General Planning Services** including but not limited to: Comprehensive Plan, Code Amendments, Planning Petitions, Interpretations, Planning Studies, Meetings, Community Communications, Architectural Services, and other planning tasks.
- **Traffic Engineering and Planning**
- **LEED and Sustainability Consulting**
- **Graphic Design**
- **Economic Development Planning and Research**
- **Landscape Design Plan Review and Inspection Services**



a. General Planning Services

The CMA Team is qualified to provide following planning services to the Village of North Palm Beach:

Comprehensive Plan

The CMA Team resume indicates our proficiency of Florida Statutes regarding comprehensive plan evaluation and appraisal review (EAR), comprehensive plan updates, comprehensive plan amendments including review of FLUM applications, and preparation of data and analysis to support comprehensive plan amendments, such as traffic studies and environmental analysis.

Ms. Nilsa Zacarias, AICP, Director of Planning, and Lance Lilly, Senior Planner, bring to the team in-depth knowledge of Florida Statutes, and outstanding writing skills. Ms. McKenna Page expertise in data analysis and GIS mapping are essentials to prepare a well thought through Comprehensive Plan. In Palm Beach County, we have prepared Comprehensive Plan for a number of municipalities such as City of Lake Worth Beach, City of Westlake, Town of Manalapan, Town of Mangonia Park, Village of Tequesta, and currently preparing the Town of Palm Beach Comprehensive Plan.

Code Amendments, Planning Petitions and Interpretation

CMA qualified planners are proficient on preparing land development regulations code text amendments, and support services for the review of site development plan applications and site improvement plans. Ms. Nilsa Zacarias, AICP, Mr. Lance Lilly, Senior Planner, and Ms. Sara Benbasat, and Ms. Pamela Chanitz have years of experience preparing LDRs code text amendment, site plan reviews, staff reports, and attending Development Review Committees for numerous local governments, please see professional resumes, NZ Consultants, now CMA, has provided on going planning services to the Village from 2016 to April 2023. Through these years we conducted planning and zoning reviews, work with applicants. **We have an in-depth knowledge of the Village Code**

Urban Design, Planning Studies, Master Plans, Architectural Services and Community Participation

The CMA Team has the credentials and expertise to provide services for assigned tasks related to the preparation of community vision plans, special area planning studies, downtown or mixed use area plans including retail or commercial market analysis, corridor studies neighborhood plans, park master plans, urban design standards including public facilities and streetscapes, affordable housing studies, and annexation plans.

Our Team includes **AICP planners, PLA landscape architects, certified arborist and environmental scientist, and P.E. engineers** has the experience to perform tasks ranging from data collection and analysis, market studies, community meetings, design charrettes, community or board presentations, implementation, or action plans, to complete planning studies. For example, the CMA Team just completed a Design Guideline for the Beach Road Corridor, and a Parks Master Plan for the Village of Tequesta. Both initiatives included reports that were approved by the Village Council; and were prepared through a proactive public participation process.

b. Traffic Engineering and Planning

The CMA Team is proficient to provide expertise to support the Village in the technical tasks of all areas of urban and transportation planning to guide public policy planning, decision making, and investments related to transportation, transit-oriented development (TOD), and other mobility needs.

c. LEED and Sustainability Consulting (Professional and Design Service in Addition to Architecture)

The CMA Team will provide general LEED (or other certification agency as approved by the Village) consulting to include assisting in selection of appropriate LEED goals for specific projects; assist in development of LEED project components and providing acceptable product specifications for those components; review all LEED related component submissions; develop and maintain LEED tracking score cards.

d. Graphic Design

The CMA Team has the expertise to provide all graphic design services which could be required for way-finding programs, educational graphics, building elevations or other related work as presented in the work experience section of this proposal.

e. Economic Development Planning and Research

The CMA Team credentials include expertise to support the Village Council's economic development program including researching and developing long-term objectives, strategies, and approaches to urban redevelopment and revitalization; analysis of business incentives and economic impact; economic impact analysis reports using Regional Economic Models, Inc. software and other economic research tools; and assessing tax revenue and economic impacts of redevelopment/revitalization projects. Provide professional support if needed to research, compile, analyze and interpret data on economic, labor, and demographic conditions and trends. Currently, the CMA Team is working with TCRPC (Dr. Kim DeLaney) applying ArcGIS Business Analyst modeling to prepare mapping and data table for Palm Beach County 107 TOD Stations

f. Landscape Design Plan Review and Inspection Services

The CMA Team of registered Landscape Architects and licensed Arborists has the experience to provide professional landscape architecture plan review and inspection services to the Village of North Palm Beach. As an ISA Certified Arborist, Mr. Voelker provides numerous consulting

arborist services to both public and private sector clients, including the following: GPS tree inventories and GIS tree database development; destroyed/damaged tree assessments; tree value estimates; tree grading; tree/utility conflict identification; hazard tree evaluations (risk assessment); analysis of tree canopy cover and ecological/monetary benefits; urban forest management plans; planting and maintenance bid packages, mangrove trimming oversight; tree removal permitting.

g. Perform other planning duties as assigned or directed by the Community Development Director or Village Manager

The CMA Team has the knowledge and resources to provide consulting services to the Village of North Palm Beach. We are looking forward to working with the Community Development Director and the Village Manager. Thank you for the opportunity to present this proposal.

Why the CMA Team will be the best Consultants for the Village of North Palm Beach?

KNOWLEDGE: We know North Palm Beach and understand the Village's vision and development challenges

EXPERIENCE: We have delivered successful planning services to local governments for over 30 years, and provided planning and zoning services to the Village from 2016 to April 2023.

REPUTATION: We have an excellent track record to accomplish projects on time and on budget

COMMUNICATION: We are easy to reach and keep continuous communication with Village Staff.



Cristobal Betancourt, PLA, AICP
Vice President of Landscape Architecture/Planning
CHEN MOORE AND ASSOCIATES, INC.



2. Approach to the Scope of Services



APPROACH TO THE SCOPE OF SERVICES

The Village of North Palm Beach strives to preserve its natural resources and enhance the quality of life of its residents since its incorporation in 1956. This dedicated commitment is reflected in the vibrant community life, outstanding recreation areas, lush residential districts, and growing business community. Its natural beauty sets the Village of North Palm Beach apart from other municipalities in the region. The commercial corridor is evolving and has experienced redevelopment in recent years due to the increasing demand in the real estate market. This has triggered planning challenges such as zoning regulations, architectural design, streetscape considerations and others.

Chen Moore and Associates, Inc. (CMA) is grateful for the opportunity to submit our response for Consultant for General Planning Services for the Village of North Palm Beach. **In December of 2022, CMA acquired NZ Consultants**, a local premier planning firm, expanding CMA's planning services division and increasing the firm's statewide team to 117 employees. CMA is an awarded multi-disciplinary consulting firm founded in 1986 that provides outstanding city planning, landscape architecture, environmental, civil engineering, transportation engineering, electrical engineering and construction management services to local governments in Florida.

This section will present the CMA Team approach to provide outstanding services to the Village of North Palm Beach including the following:

- 1) Overall approach and methods to accomplish the general planning services;
- 2) Working knowledge of the Village of North Palm Beach;
- 3) Describe the current work load of each person who will be involved in the Proposal;
- 4) Summarize other Proposer resources available to meet the Village's needs;
- 5) Provide information regarding any proposed innovative concepts that may enhance value and quality of the proposed work; and
- 6) Any favorable cost containment approaches or additional or alternative ideas that may be successful if implemented by the Village.

1) Overall approach and methods to accomplish the general planning services

The CMA Team approach is based on best practices, communication, in-depth knowledge of the Village and years of professional experience. CMA is proposing a high-level proficient team including AICP planners, PLA landscape architects, certified arborists, and P.E. engineers experienced in federal, state and local regulations. The CMA Team has the credentials to provide land planning, urban design, public meeting facilitation, landscape architecture, environmental, transportation, drainage, water, and wastewater engineering services. With unparalleled technical analysis, writing skills, and graphic design capabilities (CAD renderings and GIS mapping). **The CMA Team is positioned to deliver successful and meaningful planning services to the Village.**

CMA planning team has an established reputation in Palm Beach County, we are a local company part of the community that has been providing planning services to a number of municipalities in the area including Town of Palm Beach (we are currently preparing the Town's Comprehensive Plan update), Town of Manalapan, Village of Tequesta, Town of Juno Beach, City of Lake Worth Beach, City of Delray Beach, and City of Westlake among others.

Communication is paramount to deliver successful planning services, and CMA is appointing Nilsa Zacarias, AICP, as the project manager that will keep a fluid communication with the Village Staff. **NZ Consultants, now CMA, has provided on going planning services to the Village from 2016 to April 2023.** Through these years we conducted planning and zoning reviews, work with applicants, and performed other planning tasks. We have an in-depth knowledge of the Village Code. As indicated in the evaluations provided by current clients, CMA professionals have a track record of going above and beyond to ensure that services are delivered on time and on budget.

2) Working knowledge of the Village of North Palm Beach;

NZ Consultants, now CMA, has provided on going planning services to the Village from **2016 to April 2023.** Through these years we conducted planning and zoning reviews, work with applicants, and performed other planning tasks. We have an in-depth knowledge of the Village Code.

Over the years, our team members worked closely with the Community Development Directors (Denise, Jeremy, Alex) to review and process applications, organize files, interpret the Village code, provide information to contractors, residents and applicants in general.



3) Describe the current workload of each person who will be involved in the Proposal;

The CMA Team is ready to provide outstanding services to the Village. Our team workload is as follows:

Planning Team: Nilsa Zacarias, Lance Lilly, Sara Benbasat and McKenna Page- 70%



Landscape Architecture and Arborist Team: Cris Betancourt, Amber Mathis, Stephan Bortak, Jinna Cooper, Yan Chen, and Brian Voelker (certified arborist) 75%

Engineering Team: Robert Best, Jennifer Smith, Behn Lehr, Suzanne Dombrowsk, David Cowan 75%

4) Summarize other Proposer resources available to meet the Village's needs;

Since we are a local company, the CMA Team is available to provide in house services to the Village of North Palm Beach as we have done in previous years. Please note, the CMA planning office is located in Jupiter near the Village. Currently, we are providing in house planning services to the Town of Palm Beach, and Town of Manalapan. This means that a CMA team member attends regularly the municipality and works with Staff and applicants.

Please note that the CMA Team can also provide Historic and Archeological preservation services to the Village including preparation of community historic architectural resources, development of historic preservation guidelines, review and process certificates to Dig for historic and archeological sites. Currently, we are providing these services to the Village of North Palm Beach.

The CMA Team will provide state-of-the art software in terms of CAD and GIS. Currently, we are providing services to the Treasure Coast Regional Planning Council (TCRPC) and working closely with Dr. Kim DeLaney in an intensive county wide initiative based on Arc GIS Business Analytic data base. This powerful software provides the capability to access demographic, financial and economic development information by geographic area, and it will be an available resource to the Village that not many other consulting companies have the knowledge and credentials.

Also, please note the CMA Team includes Urban Design professionals that have **experience with 3D CAD renderings to illustrate potential redevelopment scenarios. Please see the following CAD renderings prepared for the City of Lake Worth Beach illustrating low, median and high density scenarios that allowed the municipality to make decisions regarding specific sites.**



3D CAD renderings prepared by the CMA Team for the City of Lake Worth Beach as part of a Land Use Regulations study and potential redevelopment sites:



5) Provide information regarding any proposed innovative concepts that may enhance value and quality of the proposed work;

The CMA Team is proficient in CAD and GIS software that will benefit the Village. The CMA Team will provide state-of-the-art software in terms of CAD and GIS. Currently, we are providing services to the Treasure Coast Regional Planning Council (TCRPC) and working closely with Dr. Kim DeLaney

in an intensive county wide initiative based on Arc GIS Business Analytic data base. This powerful software provides the capability to access demographic, financial and economic information by geographic area, and it will be an available resource to the Village that not many other consulting companies have the knowledge and credentials.

6) Any favorable cost containment approaches or additional or alternative ideas that may be successful if implemented by the Village.

CMA understands the value of protecting and supporting Urban Forestry in the Village of North Palm Beach. As an ISA Certified Arborist, Mr. Brian Voelker provides consulting arborist services including: GPS tree inventories and GIS tree database development; destroyed/damaged tree assessments; tree value estimates; tree grading; tree/utility conflict identification; hazard tree evaluations (risk assessment); analysis of tree canopy cover and ecological/monetary benefits; urban forest management plans; planting and maintenance bid packages, mangrove trimming oversight; tree removal permitting.

Mr. Volker expertise includes the applications of grants for Urban Forestry funds that can greatly benefit the Village financially, and contribute to maintain the character, value, and identity of the Village.

As presented on the Work Experience and Qualifications, CMA has the credentials to furnish and provide all required services included on the subject Scope:

- a. **General Planning Services** including but not limited to: Comprehensive Plan, Code Amendments, Planning Petitions, Interpretations, Planning Studies, Meetings, Community Communications, Architectural Services, and other planning tasks.
- b. **Traffic Engineering and Planning**
- c. **LEED and Sustainability Consulting**
- d. **Graphic Design**
- e. **Economic Development Planning and Research**
- f. **Landscape Design Plan Review and Inspection Services**
- g. **Perform other planning duties as assigned or directed by the Community Development Director or Village Manager**

a. General Planning Services

CMA planning team has an established reputation in Palm Beach County, we are a local company part of the community that has been providing planning services to a number of municipalities in the area including Town of Palm Beach (we are currently preparing the Town's Comprehensive Plan update), Town of Manalapan, Village of Tequesta, Town of Juno Beach, City of Lake Worth Beach, City of Delray Beach, and City of Westlake among others.

The CMA Team is qualified to provide following planning services to the Village of North Palm Beach:



Comprehensive Plan

The CMA Team resume indicates our proficiency of Florida Statutes regarding comprehensive plan evaluation and appraisal review (EAR), comprehensive plan updates, comprehensive plan amendments including review of FLUM applications, and preparation of data and analysis to support comprehensive plan amendments, such as traffic studies and environmental analysis.

Ms. Nilsa Zacarias, AICP, Director of Planning, and Lance Lilly, Senior Planner, bring to the team in-depth knowledge of Florida Statutes, and outstanding writing skills. Ms. McKenna Page expertise in data analysis and GIS mapping are essentials to prepare a well thought through Comprehensive Plan. *In Palm Beach County, we have prepared Comprehensive Plan for a number of municipalities such as City of Lake Worth Beach, City of Westlake, Town of Manalapan, Town of Mangonia Park, Village of Tequesta, and currently preparing the Town of Palm Beach Comprehensive Plan.*

Please see enclosed example of the in-depth Data and Analysis and graphic presentation of the Village of Tequesta Comprehensive Plan prepared by the CMA Team.

Code Amendments, Planning Petitions and Interpretation

CMA qualified planners are experienced in preparing land development regulations code text amendments, interpretations and analysis of code language, review and processing of planning petitions including site plan reviews, variances, special exception or conditional uses, and other land development related applications.

NZ Consultants, now CMA, has provided on going planning services to the Village from 2016 to April 2023. Through these years we conducted planning and zoning reviews, work with applicants. **We have an in-depth knowledge of the Village Code.** Ms. Nilsa Zacarias, AICP, Mr. Lance Lilly, Senior Planner, and Ms. Sara Benbasat, and Ms. Pamela Chanitz has years of experience preparing LDRs code text amendment, site plan reviews, staff reports, attending Development Review Committees and presenting at Planning and Zoning Boards and Councils for numerous local governments, please see professional resumes.



Urban Design, Planning Studies, Master Plans, Architectural Services and Community Participation

The CMA Team has the credentials and expertise to provide services for assigned tasks related to the preparation of community vision plans, special area planning studies, downtown or mixed use area plans including retail or commercial market analysis, corridor studies neighborhood plans, park master plans, urban design standards including public facilities and streetscapes, affordable housing studies, and annexation plans.

Our Team includes **AICP planners, PLA landscape architects, certified arborist and environmental scientist, and P.E. engineers** has the experience to perform tasks ranging from data collection and analysis, market studies, community meetings, design charrettes, community or board presentations, implementation, or action plans, to complete planning studies, architectural conceptual design. For example, the **CMA Team just completed a Design Guideline for the Beach Road Corridor**, and a **Parks Master Plan for the Village of Tequesta**. Both initiatives included reports that were approved by the Village Council; and were prepared through a proactive public participation process.

The CMA Team has the experience to provide architectural review and conceptual design services as presented in the below graphics prepared for the City of Lake Worth Beach.



The CMA Team is proficient in the preparation of visioning and master plans with proactive community participation process to listen residents, business community and Village leaders. Strategies for public participation and outreach **could include the following initiatives:**

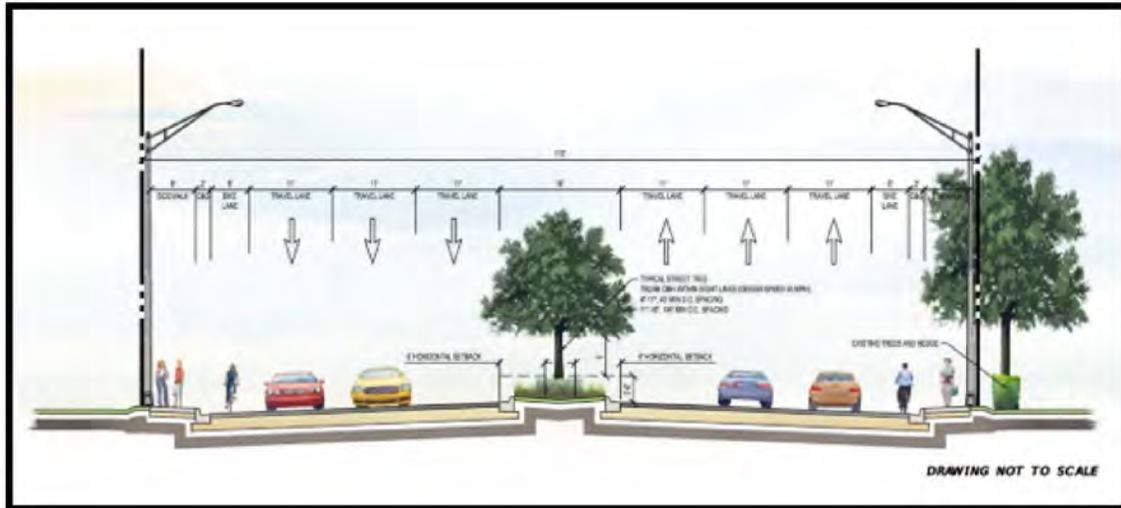
- Open Forums, Workshops, Charrettes ; One-on-One meetings with Village Leaders, Key Stakeholders and Community Members
- Surveys: paper copy and digital using QR Code to allow replying survey from mobile phone
- Having a Kiosk at Village events to reach out the community where they are attending.
- Social Media Communication



Approach to the Scope of Services

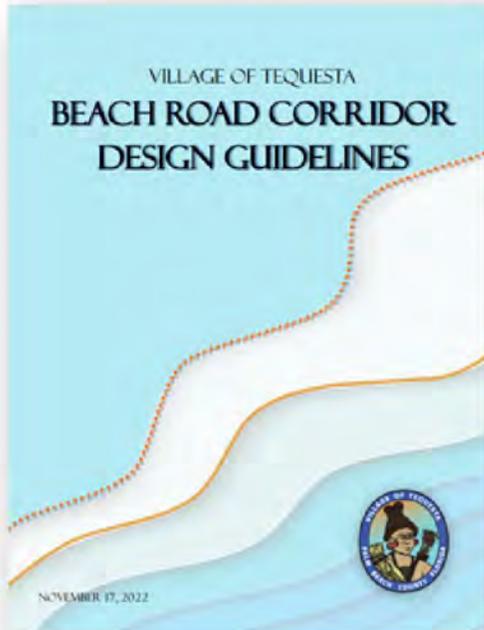
b. Traffic Engineering and Planning

The CMA Team engineers and planners has the knowledge and experience to support the Village in of North Palm Beach in the technical tasks of all areas of urban and transportation planning to guide public policy planning, decision making, and investments related to transportation, transit-oriented development (TOD), and other mobility needs.



c. LEED and Sustainability Consulting (Professional and Design Service in Addition to Architecture)

The CMA Team will provide general LEED (or other certification agency as approved by the Village) consulting to include assisting in selection of appropriate LEED goals for specific projects; assist in development of LEED project components and providing acceptable product specifications for those components; review all LEED related component submissions; develop and maintain LEED tracking score cards. **The CMA Team recently prepared a Beach Road Corridor Design Guideline for the Village of Tequesta including Green Development and Redevelopment guidelines (LEED, Florida Green Building Coalition-FGBC).**



Repurpose empty building spaces by creating native and beautiful recreational and open spaces.^{34 & 35}

d. Graphic Design

The CMA Team has the expertise to provide all graphic design services which could be required for way-finding programs, educational graphics, building elevations or other related work as presented in the work experience section of this proposal. **The CMA Team is proficient in graphic design and provided this services to a number of municipalities, the City of Lake Worth Beach, and Village of Tequesta among others (educational brochures, posters, report covers, etc.)**



e. Economic Development Planning and Research

The CMA Team credentials include expertise to support the Village Council's economic development program including researching and developing long-term objectives, strategies, and approaches to urban redevelopment and revitalization; analysis of business incentives and economic impact; economic impact analysis reports using Regional Economic Models, Inc. software and other economic research tools; and assessing tax revenue and economic impacts of redevelopment/revitalization projects. Provide professional support if needed to research, compile, analyze and interpret data on economic, labor, and demographic conditions and trends.

Currently, the CMA Team is working with TCRPC (Dr. Kim DeLaney) applying ArcGIS Business Analyst modeling to prepare mapping and data table for Palm Beach County 107 TOD Stations. Also, our Team prepared the new Economic Development Element of the City of Lake Worth Beach Comprehensive Plan by analyzing existing economic data, demographics and trends.

f. Landscape Design Plan Review and Inspection Services

The CMA Team of registered Landscape Architects and licensed Arborists has the experience to provide the following professional landscape architecture services to the Village of North Palm Beach: plan review and inspection services, design medians, parks and public open spaces.

As an ISA Certified Arborist, Mr. Voelker provides numerous consulting arborist services to local governments, including the following: GPS tree inventories and GIS tree database development; destroyed/damaged tree assessments; tree value estimates; tree grading; tree/utility conflict

identification; hazard tree evaluations (risk assessment); analysis of tree canopy cover and ecological/monetary benefits; urban forest management plans; planting and maintenance bid packages, mangrove trimming oversight; tree removal permitting. **Mr. Volker expertise includes the applications of grants for Urban Forestry funds that can greatly benefit the Village financially, and contribute to maintain the character, value, and identity of the Village.**

Please see below photos and renderings illustrating the CMA Team landscape architects work experience.



Approach to the Scope of Services

g. Perform other planning duties as assigned or directed by the Community Development Director or Village Manager

The CMA Team has the knowledge and resources to provide consulting services to the Village of North Palm Beach. ***We are looking forward to working with the Community Development Director and the Village Manager. Thank you for the opportunity to present this proposal.***

VILLAGE OF TEQUESTA
**BEACH ROAD CORRIDOR
DESIGN GUIDELINES**

NOVEMBER 17, 2022

ADOPTED: JANUARY 12, 2023



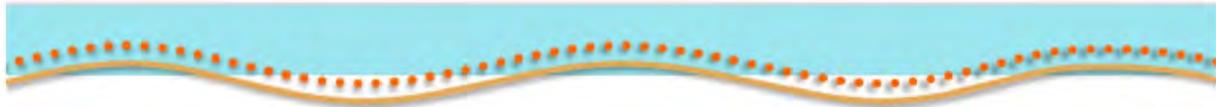


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Purpose

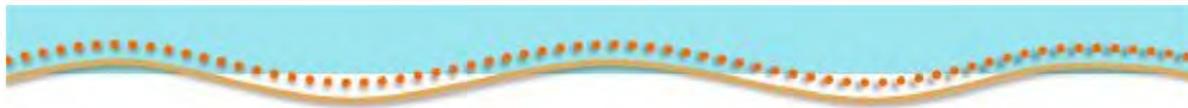
The Design Guidelines strive to maintain and enhance Tequesta's small village way of life, urban character and scenic charm. These guidelines encourage urban forms that provide human scale, and allow for an enriching and cohesive pedestrian experience throughout the corridor.



Beach Road Corridor in 1977.¹

The Design Guidelines presented in this document will assist in preserving the identity of Beach Road, and will offer flexible guidelines to support development that does not compromise the existing character of the corridor while encouraging a high level of design and creativity.

The Design Guidelines provide a framework for the Village and developers to collaborate toward achieving high standards and harmony between the built and natural environment. As a complement to the zoning requirements, these Design Guidelines offer a flexible a tool that will encourage new development to be compatible with existing surroundings.



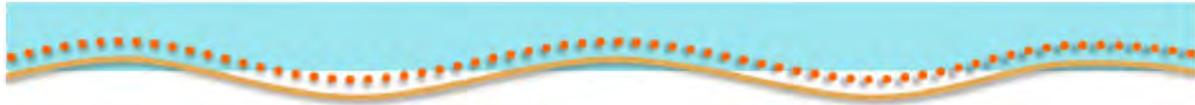
Beach Road is a residential corridor, and the proposed buildings must reflect this residential character and avoid the aesthetics common to commercial corridors characterized by the presence of hotels. Since the Beach Road Corridor is in a redevelopment phase, the intent of this document is to provide Design Guidelines to prevent an urban form characterized by block, monotonous buildings as shown in the photo below.



Building massing not recommended through these Design Guidelines. Photo from Panama City Beach, Florida.²

The Design Guidelines have five principal objectives:

1. *To support development that is consistent with the Village's vision.*
2. *To encourage site planning and architectural design that will enhance the character of the Beach Road Corridor.*
3. *To ensure compatibility between the built and natural environment.*
4. *To provide flexibility and cohesiveness in the design and planning of new development.*
5. *To communicate to developers the Villages aesthetic goals clearly and early in the design phase.*



How to Use the Design Guidelines?

The Village will apply these Design Guidelines in reviewing individual development projects. The guidelines shall be utilized with the following considerations:

1. **Each project is unique and will pose unique design challenges. Through the site plan review process, the applicant will receive design comments based on these guidelines.**
2. **The illustrations presented in this document represent design principles and are not meant to be for literal interpretation.**
3. **The checklist is a summary of the design principles that shall be included in the proposed development. The checklist and design guidelines shall be used concurrently; the checklist is not a substitute for the guidelines.**

Future Land Use and Zoning Regulations

The Beach Road Corridor has a land use designation of Residential Medium Density allowing up to a maximum density of 12 dwelling units per acre. The subject corridor is located in the R-3 Zoning District, which has the following site requirements:

- **Height:** 11 stories/101 ft. measured from the average height of the crest of the sand dune line, for main building or structure east of Beach Road, and measured from grade west of Beach Road.
2 stories/20 ft. for any accessory building or structure.
- **Lot coverage:** 35%
- **Open space:** 30%

In terms of setbacks, all developments within the Beach Road Corridor must comply with Village Code Section 78-143. Please note, Section 22-82 and Section 78-175 also includes language pertaining to the subject design guidelines.



V. APPENDICES

A. Design Guidelines Checklist

The following checklist is a tool to assist in the design and review of the proposed development. This checklist presents a summary of the design guidelines; however, it is not meant to be a substitute for the detailed descriptions of the design principles included in the subject document. The applicant will need to complete this checklist and provide an explanation of how each design element is accomplished in the development.

<i>The proposed development includes the following:</i>		EXPLANATION (How is this achieved?)
I. Building Design		
<u>Height and Massing</u>		
1	The building is NOT an urban form represented by only one rectangular block.	
2	Height variations create human scale.	
3	Massing is broken down into smaller volumes to minimize visual dominance.	
4	Facades articulate vertical and horizontal intervals and do <u>not</u> resemble simple box forms.	
5	Recessing and projecting design elements avoid flat and monotonous façades.	
6	Major wall offsets carve the building form to create opportunities for amenity spaces or pronounced entry ways.	
7	Building step-backs to add visual interest and human scale.	
<u>Articulations</u>		
8	Top articulations emphasize a distinctive profile (projecting parapets, upper-level step-backs, height variation, variety of roofline, etc.).	
9	Skyline is defined by a variation of roofline projection planes that break up long lines and add visual interest and design elements (trellis, green roof, etc).	
10	Middle articulation (materials, color, balconies, windows, step-backs) to differentiate from top and ground articulations.	
11	Fenestrations (doors, windows, skylines) are cohesive and complement the building.	
12	Ground articulation (variety of materials, fenestrations, architectural elements, etc).	
13	The façades include movement, diverse balconies, and architectural breaks along large expanses of walls.	
14	Windows and glazed areas provide a sense of balance and scale.	

<u>Building Materials and Colors</u>	
15	Building colors compatible with the recommended color palette.
16	High quality, durable, and attractive materials are appropriate for the corridor.
17	Primary and secondary building paint colors for visual contrast.
II. Site Planning	
<u>Building Orientation</u>	
1	Site design and orientation provide a cohesive visual relationship between the scenic views and the roadway.
2	Building orientation takes advantage of passive and/or active solar strategies.
3	Building resiliency, such as stormwater practices supported by FDEP.
<u>Vehicular Access and Parking</u>	
4	Parking garage for resident and guest parking.
5	Surface parking screened/buffered from the adjacent roadway.
6	Driveway is NOT visually dominant.
7	Adequate light fixtures selected based on functional value, aesthetic quality, and environmental practices.
<u>Open Space</u>	
8	Attractive, well-integrated, and accessible open spaces on various portions of the building: roof, terraces, balconies, ground floor, etc.
9	Common areas are accessible and connected by a comprehensive, on-site pedestrian circulation system.
<u>Refuse</u>	
10	Screening for trash receptacles and other refuse designed to be aesthetically pleasing.
11	Design of receptacles and screening is compatible with the architecture of the building.
12	Trash receptacles are hidden from the public street and views.
<u>Signage and Lighting</u>	
13	Signage complements the building and is compatible with the building architecture.
14	Lighting enhances architectural character, ambience, and is consistent throughout the site.

15	Ground signs landscaped to meet code.	
16	Signage provides clear visibility so information is easily communicated.	
<u>Compatibility and Transition</u>		
17	Upper floors or side walls are stepped back so window areas and balconies are further from the property line.	
18	Architectural design provides transition to mitigate height, bulk, and scale impacts.	
19	Site design respects surroundings by minimizing the disruption of privacy and outdoor activities of residents in adjacent buildings.	
III. Landscaping		
<u>Landscape Buffers</u>		
1	Landscape buffers provide privacy and minimize water runoff.	
<u>Foundation Plantings</u>		
2	Foundation plantings complement the building's architecture.	
3	Foundation plantings soften and break up the building mass.	
4	Plantings frame views and define building entries.	
<u>Plant Palette List</u>		
5	Plants selected from the recommended plant palette list.	
IV. Public Streetscape		
1	On-street amenities (benches under shade trees, planters, lighting, trash receptacles, bicycle racks, etc.) provided.	
<u>Pedestrian and Cyclist Pathway</u>		
2	Meandering wide sidewalks accommodate pedestrians and cyclists along the public right of way.	
3	Lighting, benches, and street furniture to support pedestrian use in the corridor.	
<u>Landscaping and Lighting</u>		
4	Landscaping includes plant clusters, single plantings and shade trees.	
5	Street lighting balances function, visual aesthetics, and environmental matters.	
<u>Utilities</u>		
6	Utilities are buried underground.	

CONCEPTUAL BEACH ROAD CORRIDOR SECTION



NOT TO SCALE

CONCEPTUAL BEACH ROAD CORRIDOR STREETSCAPE DESIGN



VILLAGE OF TEQUESTA BEACH ROAD CORRIDOR DESIGN GUIDELINES

COMPREHENSIVE PLAN

POLICY DOCUMENT
*Goals, Objectives,
& Policies*

FUTURE LAND USE ELEMENT

WELCOME TO THE
VILLAGE OF
TEQUESTA

VILLAGE OF TEQUESTA COMPREHENSIVE PLAN

FUTURE LAND USE ELEMENT

- Goal: 1.0.0** *Provide for the development and redevelopment of suitable and compatible land uses which will preserve, enhance, and promote strong sense of community within the established character of the Village of Tequesta, which will encourage sustainability and protect its natural resources.*
- Objective: 1.1.0** *Coordinate all future land use decisions with the appropriate topography and soil conditions, the availability of facilities and services and land use designations as per the Future Land Use Map.*
- Policy: 1.1.1** Continue to maintain regulations (subdivisions, zoning, signage etc.) which guide future land use configurations so as to preserve topography and soils; require facilities and services; and, protect against seasonal and periodic flooding.
- Policy: 1.1.2** The Village’s Land Development Regulations shall conform to, and implement, the use, density and intensity standards as outlined on Table FLU-1 below:





Table FLU-1. Future Land Use Districts, Density and Intensity Standards

District	Uses	Maximum Density and Intensity
Low Density Residential	Residential units	5.4 units per acre
Medium Density Residential	Residential units	12 units per acre
Commercial	Activities related to the sale, lease or distribution of products and/or the provision of services	Floor Area Ratio of 2.0
Recreation and Open Space	Active or passive recreational uses	Floor Area Ratio of .10
Public Buildings and Grounds	Land and structures owned, leased or operated by a government entity, and/or privately owned but used for a public purpose	Floor Area Ratio of 2.0
Other Public Facilities	Public or private facilities or institutions such as churches, schools, fraternal organizations, and nursing homes	Floor Area Ratio of 2.0
Conservation	Land used for the conservation and preservation of natural resources	Floor Area Ratio of .10
Mixed Use	A mix of: single and multi-family residential uses; small scale retail sales and services, business services and professional services primarily designed to serve residential neighborhoods, and; recreation and open space	18 dwelling units per acre, 18 dwelling units per acre in an Adult Congregate Living Facility. Maximum Floor Area Ratio of 4.2 for non-residential uses and mixed use buildings. Residential uses shall comprise no less than 20 percent and no more than 80 percent of a mixed-use district. 8 Units per acre for Rehabilitation Facility (Ord. 2-14)

- Policy: 1.1.3 Coordinate and support Palm Beach County and Martin County in the protection of potable water well fields, and in the implementation of applicable well field protection programs.
- Objective: 1.2.0 Continue to monitor conditions in the Village in order to identify redevelopment and infill areas.*
- Policy: 1.2.1 There are no residential blighted areas within the Village of Tequesta. However, the Village will, wherever and whenever appropriate, cooperate with other local governments in these efforts to redevelop and renew such areas in their respective jurisdictions.
- Policy: 1.2.2 Encourage redevelopment of commercial plazas to support economic development efforts and sustainable planning practices.
- Policy: 1.2.3 Support mixed use designations on main corridors to promote a vibrant economy and walkability.
- Objective: 1.3.0 Prohibit land uses which are inconsistent with the community's character and future land uses.*
- Policy: 1.3.1 Through the implementation of planned unit development, mixed-use and other innovative regulations, encourage the development of housing types within a physical setting that permit both comfortable and creative living, while affording both privacy and sociability.
- Policy: 1.3.2 Maintain the quality of existing single family neighborhoods by prohibiting commercial and high density residential development in these areas.
- Policy: 1.3.3 Support consistent quality of design and protect existing neighborhood integrity, character and environmental resources.
- Policy: 1.3.4 Continue to monitor aesthetic and architectural initiatives through the Planning and Zoning Board and applicable local regulations.
- Policy: 1.3.5 Implement height limitations in accordance with the Land Development Regulations.
- Policy: 1.3.6 Maintain residential densities in accordance with the standards prescribed in Table FLU-1 and the Land Development Regulations.
- Policy: 1.3.7 Require adequate parking, suitably arranged and attractively landscaped, in all developments.



- Policy: 1.3.8 Commercial developments shall be developed in a manner that will compatibly serve the community’s needs by restricting their location to those areas indicated on the Future Land Use Map.

- Policy: 1.3.9 Strive for compatible developments and redevelopments that will benefit the Village and compliment the aesthetic character of the community.

- Policy: 1.3.10 Require signs that are visually attractive and low-key through implementation of Village sign regulations.

- Policy: 1.3.11 Require parking areas that are generously landscaped and appropriately lighted by implementing provisions within the Zoning Ordinance.

- Policy: 1.3.12 Respect the privacy associated with the existing open space.

- Policy: 1.3.13 As part of the Site Plan Review process, compatibility with adjacent land uses shall be demonstrated. Compatibility is defined as consistency with the Future Land Use Map and compliance with Village land development regulations.

- Objective: 1.4.0 Ensure the protection of natural resources and historic resources.*

- Policy: 1.4.1 Utilize orientations to water, to the fullest extent.

- Policy: 1.4.2 By 2019 the Village will, where applicable,- Identify, designate, and protect historic, archeological and cultural resources that may be located within its boundaries by conducting a survey to identify such resources, if any, and adopting appropriate protection mechanisms into the Code of Ordinances.

- Policy: 1.4.3 Implement an ordinance requiring a land development permit prior to commencement of development activities to protect natural resources.

- Policy: 1.4.4 The trimming or removal of mangroves should be consistent with Sections 403.9321-403.9333 of the Florida Statutes and subject to approval of the Village.

- Policy: 1.4.5 The Village shall continue to support the U.S. Department of Interior, Bureau of Land Management/ Palm Beach County Environmental Resource Management Department Land Stewardship Memorandum of Understanding to provide for joint management of the Jupiter Inlet Natural Area. The Village shall support preservation of native plant and animal species on Eco-Site #61, a 52 acre parcel located east of



US-1 and north of County Road 707 (Beach Road), as a component of this effort.

Policy: 1.4.6 The Village will protect mangroves within Tequesta by deferring the regulation of mangroves in proposed development and redevelopment areas to the Florida Department of Environmental Protection for enforcement and protection under Sections 403.9321-403.9333 of the Florida Statutes. This shall be made a part of the Village Site Plan Review Process.

Policy: 1.4.7 The Village shall protect potable water wellfields by allowing only the land uses encompassed within the wellfield drawdown zones of influence shown on the Future Land Use map.

Objective: 1.5.0 Require, through the land development review process that suitable land is made available for infrastructure facilities necessary to support all proposed development and which are consistent with locally adopted level of service standards.

Policy: 1.5.1 Implement standards for future land use development in accordance with the density, intensity and use standards outlined in Table FLU-1 of this Element.

Policy: 1.5.2 The Village shall ensure that public facilities and services meet adopted levels of service, and are provided concurrent with development impacts.

Policy: 1.5.3 The Village shall continue to condition the issuance of permits on the availability of facilities and services necessary to serve the proposed development.

Policy: 1.5.4 The approval and authorization of land use development within the Village shall be concurrent with the provision of utility service.

Policy: 1.5.5 Apply the standards and requirements of the adopted hurricane evacuation and civil defense regulations where applicable.

Policy: 1.5.6 Provide for drainage and storm water management, open space, and safe and convenient parking and on site traffic flow by applying the site plan review requirements of the current land development regulations within the Village.

Policy: 1.5.7 Ensure that adjacent land uses are protected by strictly enforcing setback, height, landscaping and signage provisions within the Village land development regulations.



- Policy: 1.5.8 The Building Official is designated as the Floodplain Administrator for the Village of Tequesta. The Floodplain Administrator shall coordinate the impacts of all new development and redevelopment within the coastal zone against existing hurricane evacuation plans.
- Policy: 1.5.9 Electric substations shall be permitted in all Future Land Use Districts except Conservation.
- Policy: 1.5.10 The Village shall implement land development regulations to accommodate and protect existing and future energy efficient electric power generation and transmission systems, including right-of-way protection, allowing substations and transmission lines in Future Land Use and zoning districts, and other mechanisms. The Village prefers and shall encourage the provision of underground utility lines where feasible.
- Policy: 1.5.11 The Village of Tequesta, through the Land Development Regulations, will coordinate current land uses and any future land use changes with the availability of water supplies and water supply facilities.
- Objective: 1.6.0 Coordinate with any appropriate resource planning and management plan prepared pursuant to Chapter 380, Florida Statutes, and approved by the Governor and Cabinet.*
- Policy: 1.6.1 The Village will coordinate its future planning and development with the South Florida Water Management District by requiring the issuance of a Surface Water Management permit, as appropriate, prior to issuing a site plan approval.
- Objective: 1.7.0 Development within Flood Insurance Rate Map zones shall be subject to restrictions implemented through the Village of Tequesta's Flood Damage Prevention Ordinance, flood resistant construction requirements of the Florida Building Code, land development regulations and other provisions of the Code of Ordinances.*
- Policy: 1.7.1 The Village should keep abreast of federal requirements to assure resident's eligibility for flood insurance in the Federal Emergency Management Agency's (FEMA's) National Flood Insurance Program (NFIP).
- Policy: 1.7.2 The Village Floodplain Administrator shall review all development applications and plans in flood hazard areas to comply with the requirements of the Village of Tequesta's Flood Damage Prevention Ordinance and the flood resistant construction requirements of the Florida Building Code



- Policy: 1.7.3 The Village shall continue to operate within FEMA’s NFIP Rating System (CRS) and continue to work toward maintaining and improving its CRS status.
- Policy: 1.7.4 A minimum finish first floor elevation above mean sea level (MSL) for all new construction, additions and substantial sea level, or 18 inches above the crown of any road, street, cul-de-sac or highway, or meet the requirements of the Code of Ordinances pertaining to flood hazard areas, whichever is most stringent. (Ord. 22-11)
- Objective: 1.8.0 All proposed new development and redevelopment within the special flood hazard areas shall be subject to site plan review. Delineation of flood hazard areas, floodway boundaries and flood zones, and design flood elevations, shall be shown on preliminary and final plats.*
- Policy: 1.8.1 The Village Floodplain Administrator shall examine the latest land use control criteria relating to flood zone development for inclusion in site plan review process to ensure such development proposals are consistent with the need to minimize flood damage and be reasonably safe from flooding.
- Policy: 1.8.2 The Village should to discourage high intensity land uses and public facilities in the Flood Insurance Rate Map zones and the Coastal High Hazard Area.
- Objective: 1.9.0 The Village shall continue to enforce regulations found in the Florida Building Code requiring new construction, additions, renovations, and substantial renovations or substantial repairs in the Flood Insurance Rate Map zones and Coastal High Hazard Area to utilize the latest wind damage and flood prevention techniques.*
- Policy: 1.9.1 The Village shall continue to maintain provisions for the utilization of latest techniques and building standards through the Flood Damage Prevention Ordinances of the Village of Tequesta for all development located in the Flood Insurance Rate Map zones and Coastal High Hazard Area.
- Objective: 1.10.0 Encourage local residents within the hurricane flood areas to utilize and participate in the NFIP.*
- Policy: 1.10.1 All structures in the Flood Insurance Rate Map zone and Coastal High Hazard Area should be protected by the NFIP flood insurance, where possible.
- Policy: 1.10.2 The Village shall continue to support the requirements of the NFIP for community participation.



Objective: 1.11.0 Implement innovative development and redevelopment concepts such as Planned Unit Development, overlay zoning, transit-oriented development, and mixed-use development through the land development regulations and other appropriate mechanisms in order to reduce automobile dependency and greenhouse gas emissions, increase energy efficiency, reduce sprawl, and promote more efficient development patterns.

Policy: 1.11.1 The Village shall continue to support beautification efforts and streetscape improvements on commercial corridors by promoting pedestrian and bicycle friendly design.

Policy: 1.11.2 The Village shall promote mixed use development, defined as a mixture of residential and non-residential land uses in a design-unified, pedestrian friendly environment with multi-modal transportation connectivity to other areas, at appropriate locations. A major purpose of mixed-use development shall be to provide opportunities to live, work, shop and recreate in a walkable area, and to reduce automobile dependence and greenhouse gas emissions.

Policy: 1.11.3 The Village shall encourage the implementation of low impact development techniques and green building standards that reduce the negative environmental impacts of development and redevelopment by: locating building sites away from environmentally sensitive areas; promoting the preservation of natural resources; providing for on-site mitigation of impacts (i.e. retention and treatment of stormwater runoff, water reuse, Master Stormwater Management Systems); promoting energy conservation through design, landscaping and building techniques (i.e. solar power, increased tree canopies); promoting water conservation through landscaping and building design; ensuring environmentally friendly building practices (i.e. use of environmentally friendly building materials, recycled materials), and; considering the development of a Green Building Ordinance and a related Green Certification programs for development and redevelopment, including the development of a Neighborhood Development Rating System that integrates the principles of smart growth, urbanism and green building.

Objective 1.12.0 Special land use policies shall be developed by the Village of Tequesta when necessary to address site specific land development issues.

Policy: 1.12.1 Areas designated Mixed Use shall provide for single and multi-family residential uses; small scale retail sales and services, business services and professional services primarily designed to serve residential neighborhoods, and; recreation and open space.



- Policy: 1.12.2 The Village should pursue all avenues for grants and other assistance in developing its future areas, especially for those planning areas with special needs and concerns.
- Policy 1.12.3 Public Educational Facilities of the School District shall be an allowable use within the “Other Public Facilities” land use category on the Future Land Use Map.
- Objective 1.13.0 The Village shall continue to review hurricane evacuation and emergency management plans to ensure that they adequately address its evacuation and emergency management needs and are compatible with coastal planning area population densities and regional emergency management.*
- Policy: 1.13.1 The hurricane evacuation plan for the Village shall consider the densities and intensities prescribed on the Future Land Use Map.
- Objective: 1.14.0 The Village, as appropriate and feasible, shall encourage the elimination or reduction of uses that are not consistent with interagency hazard mitigation reports or hazard mitigation goals.*
- Objective: 1.15.0 The Village should consider annexation of neighboring areas that are consistent with the character of the community, which can be provided facilities and services consistent with the levels of service standards established by the Village, and which discourage urban sprawl.*
- Policy: 1.15.1 The annexation of future areas into the Village shall discourage the proliferation of urban sprawl consistent with standards contained within Chapter 9J-5.006 (5), Florida Administrative Code (F.A.C.).
- Policy: 1.15.2 Annexation of unincorporated enclave areas shall be pursued consistent with Florida Statutes ensuring the provision of Village services.
- Policy 1.15.3 In the event of a future annexation that has sufficient land area to site schools or co-locate schools with public facilities such as; parks, libraries and community centers, prior to the amendment to incorporate the area into the Village Comprehensive Plan, the Village shall coordinate with the Palm Beach County School Board to determine the need to site a school in the annexed area.
- Objective:1.16.0 The Village shall protect and support its urban forestry to care and manage its tree population for the purpose of maintaining and enhancing the urban environment and the character of the Village.*
- Policy: 1.16.1 The Village shall consider its street trees as infrastructure to preserve and protect them as community assets.



- Policy: 1.16.2 The Village shall protect existing trees by creating mitigation provisions in its land development regulations for its residential and commercial land use districts.
- Policy: 1.16.3 The Village shall encourage additional planting of trees to strengthen the character and aesthetic of its residential neighborhoods and commercial areas.
- Policy: 1.16.4 All development and major renovations shall be encouraged to provide shade trees along sidewalks to promote pedestrian activity and create scenic corridors in neighborhoods and commercial districts.
- Policy: 1.16.5 The Village shall consider providing incentives to developers to preserve trees and natural resources and to encourage additional tree plantings and green areas.
- Policy: 1.16.6 The Village shall continue to promote and enhance the Village’s Tree and Landscape Ordinance as a key element in retention and provision of private plant materials to support sustainable development principles of tree preservation and minimize impacts to the existing site resources.



DATA & ANALYSIS

CHAPTER 1: FUTURE LAND USE ELEMENT

INTRODUCTION

This chapter presents an inventory and analysis of background data for preparation of the Land Use Element and Future Land Use Map for the Village of Tequesta pursuant to Section 163.3177(6), Florida Statutes. This Data and Analysis document provides the framework for evaluation of key land use issues and preparation of the Future Land Use Map and goals, objectives, and policies presented in the Policy Document.

The purpose of the Land Use Element of the Comprehensive Plan is to influence existing and future land use patterns by designating appropriate locations for future land uses and establishing a policy framework for managing future growth and development to accommodate anticipated employment and population. These policies focus not only on the location of land uses and the density and intensity of these uses, but also on the form and character of the physical development.

Long range sustainable community planning recognizes the interrelationship between land use, housing and transportation (Figure 1-1). The Future Land Use Element provides the policy mechanism to coordinate these three factors to provide a mix of housing and land uses that will satisfy demand and support a balanced, inclusive community.

Figure 1-1. Relationship between Land Use, Housing and Transportation



The Land Use Element is the critical policy mechanism for integrating the policies and strategies of the other elements of the Comprehensive Plan into a coherent and consistent set of land use goals, objectives, and policies. As such, the element must be consistent with all other elements of the Comprehensive Plan and incorporate the concepts and principles of these elements in its land use policies in a manner that minimizes impacts on natural and historic resources, provides and maintains public services and facilities at adequate levels of service, enhances community character and the quality of life of the Village’s residents, businesses, and visitors.

The Future Land Use Map and policies of this element provide the policy framework and rationale basis for Village’s land development regulations and programs to implement the Comprehensive Plan. Pursuant to Chapter 163, Florida Statutes (F.S.), all land development regulations and development permitting actions are required to be consistent with the Future Land Use Element and other elements of the Comprehensive Plan.

EXISTING CONDITIONS

Existing Land Uses

The current land uses within the Village of Tequesta reflect its historical development pattern. The total acreage for existing land uses, including vacant lands and rights-of-way is 1,172.26 acres. Not included in this total are the 296.19 acres within the Village limits that are occupied by open water. Therefore, the Village limits cover approximately 2.29 square miles. The distribution of existing land uses by acreage are tabulated in Table 1-1 below.

Table 1-1. Existing Land Use 2016

Designation	Square feet	Acres	Percentage
Commercial	3,019,685	69.32	4.70%
Conservation	351,962	8.08	0.60%
Low Density	19,367,578	444.62	30.30%
Medium Density	3,090,493	70.95	4.80%
Mixed Use	3,937,361	90.39	6.20%
Other Public Facilities	613,396	14.08	1.00%
Public Buildings and Grounds	898,132	20.62	1.40%
Recreation and Open Space	9,529,489	218.77	14.90%
Roads	9,134,927	209.71	14.30%
Water	12,902,044	296.19	20.20%
Vacant	1,120,494	25.72	1.80%
Total	63,965,561	1,468.45	100.00%

Sources: Community Development Department, Existing Land Use Map, Village of Tequesta, 2016.

Residential

Residential land use constitutes 35.10% percent of the land acreage within the corporate limits and is the major land use within the village. The residential land use category contains single-

family, duplex, and multi-family units. This category does not include motels, hotels, or mixed residential-commercial projects.

Of the total land in residential use, 30.30 percent is in single family use. The maximum net density (including right-of-way) for single-family use 5.4 units per acre.

Multi-family uses, which include duplex and multiple dwellings on a single parcel/lot, account for 4.80 percent of total residential acreage. The maximum net density for multi-family uses is 12 units per acre. Not included in this category are residential units mixed with commercial uses, but included are condominium projects that include dwelling units occupied for seasonal and transient residential uses.

Commercial

Commercial uses account for 4.70 percent of total existing land use acreage. Major commercial uses are located mainly in linear strips along U.S. Highway 1 (US-1), the major commercial corridor in Tequesta. Minor commercial uses are located along Old Dixie Highway, Tequesta Drive and Cypress Drive.

Commercial uses include retail/personal sales and services, finance, insurance, real estate, professional and legal administrative offices.

Transportation

Transportation accounts for 14.30 percent of total existing land use. The vast majority of this acreage is occupied by local roads.

Mixed Use

Mixed residential and commercial uses constitute 6.20 percent of total land use acreage in the Village. The Mixed Use area is located east of Old Dixie Highway, west of U.S. Highway 1, largely between Bridge Road and Village Boulevard. There are 90.39 Mixed Use acres just north of Village Boulevard boarding Old Dixie Highway. The Mixed Use category includes a mix of single and multi-family residential uses; small scale retail sales and services, business services and professional services primarily designed to serve residential use buildings; and recreation and open space

Public Buildings and Grounds

This land use category includes land and structures owned, leased or operated by a government entity, and/or privately-owned but used for a public purpose. 2.62 acres; 1.40 percent.

Other Public Facilities

Public or private facilities or institutions such as churches, schools, fraternal organizations, and nursing homes. 14.08 acres; 1.00 percent

Recreation and Open Space

Recreation and open space areas, which account for 14.90 percent of total land use in the Village, include active or passive recreational use. Public parks and facilities include Tequesta Park, Constitution Park, the Skate Park, and Tequesta Recreation Center. A private golf club, The Tequesta Country Club Golf Course, accounts for a large portion (125.36 acres) of the total 218.77 acres in this category. At 50.89 acres, the U.S. Government Lighthouse Reservation is another large tract in the Recreation and Open Space category.

Conservation

Conservation lands (8.08 acres) account for 0.60 percent of total existing land use and includes land used for the conservation and preservation of natural resource.

Vacant

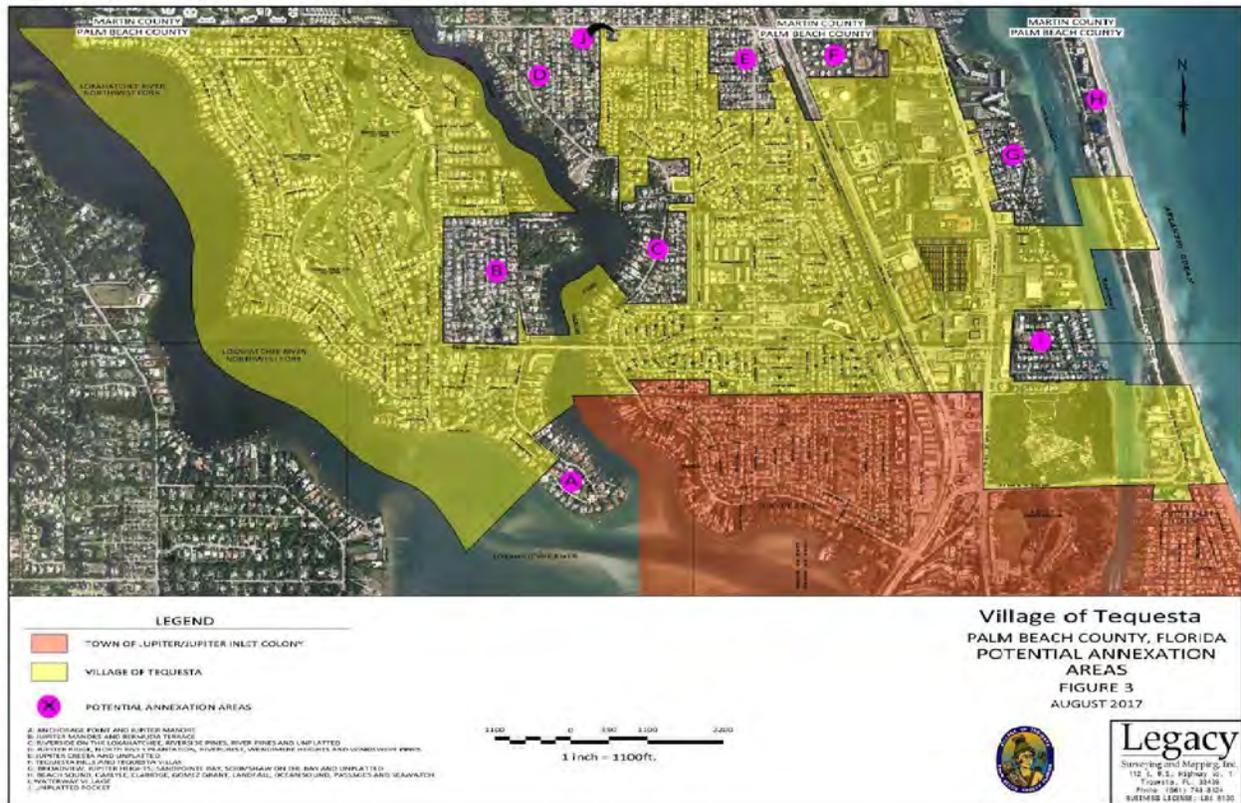
Those lands that are not currently developed are classified as vacant land. Approximately 8.10 percent of land use acreage in the Village is in this category.

Change in Land Area

In 2011, the Village of Tequesta developed an Annexation Strategic Plan Analysis (ASPA) to guide the process of annexing surrounding properties, both commercial and residential. The ASPA provided the Village with critical information for making decisions regarding the future growth of the Village of Tequesta. The final purpose of the annexation analysis was to evaluate the costs and benefits of annexing potential adjoining areas, and to define a suitable implementation strategy to annex specific areas. The ASPA identified ten (10) unincorporated surrounding pocket areas as presented in Figure 1-2.

On August 27, 2013 there was an annexation special election for residents located in Area C and Sandpointe Bay Condominium; neither initiative was successful since the majority of residents voted not to be annexed into Tequesta. Prior to the referendum, the Village conducted extensive community outreach efforts that consisted of a series of informational workshops where residents had the opportunity to ask Village staff and elected officials questions about services, applicable taxes and fees related to joining the Village.

Figure 1-2. Map of Potential Annexation Areas



This effort was supported by communication through direct letters, an annexation brochure, web site, social media, and articles in newsletters (hard copy and e-mail based).



Throughout this proactive approach, the Village hosted the following Informational Annexation Workshops with residents of Area C in 2012 and Sandpointe Bay in 2013:

- Riverside Pines (Colette Drive and Nicole Circle) – August 13, 2012
- River Pines and Unplatted Area – October 22, 2012

- Riverside on the Loxahatchee – October 24, 2012
- Sandpointe Bay – April 4, 2013

Table 1-2 presents annexation trends from 1996 to 2016. The present analysis focuses on annexation initiatives conducted since 2007. Four (4) annexation actions were initiated between 2007 and 2016 comprising 5.5642 acres.

Table 1-2. Annexation Trends 2007 to 2016

Ordinance No./ Adoption Date	Brief Description	Size (Acres)
<i>1996 to 2006</i>		
Ordinance No. 546 September 21, 1999	Parcel generally known as the Zainos property located at 801 U.S. Hwy. 1, just south of Canal Court	0.660
Ordinance No.561 September 27, 2001	Parcel generally known as the Rood property located at 4546 County Line Road.	15.230
Ordinance No. 566 January 10, 2002	Parcel generally known as the Morgan property located at 19654 N. Riverside Drive	0.290
Ordinance No. 567 January 10, 2002	Parcel generally known as the Glendenning property located on the north side of Riverside Drive just south of the Rood property.	0.340
Ordinance No.586 April 8, 2004	Parcel generally known as Turtle Beach located east of U.S. Hwy. 1 between Palm Court N. and Harbor Road.	0.495
Ordinance No. 592 December 9, 2004	Parcels located east of U.S. Hwy. 1 just north of Canal Court	1.330
Ordinance No.611-06/07 January 11, 2007	One (1) parcel on US Highway 1 (American Legion)	1.58
Resolution No. 13-12 (Enclave Interlocal Agreement) June 14, 2012	Four (4) Parcels on County Line Road (Single Homes and Lift Station Site)	1.463
Ordinance No. 15-12 October 11, 2012	Three (3) Parcels on US Highway 1 (Budget Rental and Judy's Café)	0.7278
Ordinance 19-14 November 13, 2014	Three (3) Parcels on County Line Road (Bella Villagio)	1.7934
Total		23.91

The American Legion parcel (1.58 acres) located at 725 US Highway One was annexed into Tequesta on January 11, 2007. A “Commercial” land use designation was officially applied to this site in 2009. This action constituted a small-scale amendment to the Future Land Use element and Map (Ordinance 4-09).

On June 14, 2012, five (5) parcels located on County Line Road were annexed into Tequesta; four of them were single family homes and one was a lift station owned by the Loxahatchee River District.

This annexation was conducted as an Enclave Interlocal Agreement between Palm Beach County and the Village. The parcel located at 4518 County Line Road returned to Palm Beach County in 2013. A “Low Density Residential” land use designation was applied to 4412 and 4480 County Line Road; a “Medium Density Residential” land use designation was applied to the 4534 and 4518 County Line Road parcels. These actions constituted a small-scale amendment to the Future Land Use element and Map (Ordinances 10-12 and 12-12 respectively).

On October 11, 2012, three (3) parcels located on US Highway One were annexed into Tequesta: Budget Rental and Judy’s Café. This annexation was through a voluntary/involuntary process where more than 50% of land owners agreed to annexation. A “Commercial” land use designation was officially applied to this site in 2009. This action also constituted a small-scale amendment to the Future Land Use element and Map, (Ordinance 12-12).

The most recent annexation was a 1.7934 acre area of land located on County Line Road. It was a voluntary annexation to develop a condominium initiative called “Bella Villagio.” This area was annexed in November 13, 2014. The Village classified this property “Medium Density Residential” through the small-scale amendment process (Ordinance 21-14).

The Village of Tequesta has extensively analyzed a number of unincorporated pocket and enclave areas lying adjacent to its corporate limits for potential annexation into the Village. Consultants and staff have worked cooperatively with Palm Beach County in these efforts. Cost/benefit analyses have been prepared for each of the potential annexation areas for presentation to the respective neighborhood groups and for Village Council consideration. Efforts toward annexation of these identified areas have not come to fruition as of this date.



The Village has adopted Level of Service (LOS) Standards in its Comprehensive Plan and land development regulations which are utilized in the site plan review and building processes to ensure that adequate facilities and services will accommodate proposed growth and development. The annexation of enclave and adjacent areas would not only “square off” the Village corporate boundaries, but allow for more efficient provision of various urban facilities and services.

The Village has developed and coordinated relationships with Palm Beach County, neighboring municipalities, Treasure Coast Regional Planning Council (TCRPC), South Florida Water Management District (SFWMD), Loxahatchee River District (LRD), and a other entities/jurisdictions in reviewing land use and annexation issues of common interest. These agencies and entities continue to be included in the land use decision-making process, where applicable, through the Village's development review processes.

Vacant Land Available for Future Development

There are only 25.723 acres currently Vacant and available for future development within the existing corporate limits of Tequesta. This compares to 84.5 acres reported as Vacant in 1996. Vacant lands are defined as those lands that are currently undeveloped (including parcels with development order approval, but have yet to commence development) and which do not carry any other land use designation (such as Conservation use) as of the December 2016 Existing Land Use survey conducted for this EAR.

Vacant lands currently represent 1.8% of the total land area in Tequesta. This is down from the nearly 6% reported in 1996. This decrease in vacant lands is explained by increased development in the Village and also by changes in the way land uses are reported in the current December 2016 existing land use analysis. For example, some lands located between Tequesta Drive and Bridge Road, and between Old Dixie Highway and U.S. Highway 1, while reported as Commercial use in 1996 are now classified as Vacant. Likewise, some lands fronting U.S. Highway 1 at the north end of the Village (e.g. old car dealership) were also reported as Commercial in 1996, but this use has since been discontinued and these lands are currently designated as Vacant.

Infill development of existing residential and commercial areas and extensive development of the Mixed Use designated areas are responsible for the substantial decrease in vacant lands reported in Tequesta today. For example, the residential area located along Cypress Drive North has developed substantially since the 1996 existing land use analysis was conducted.

There has been in-fill of single family lots in established residential areas such as the Country Club, Tequesta Pines and the older established neighborhoods in Tequesta. There has been some limited, new Commercial development such as the Palm Court office complex located at the northeast corner of Cypress Drive North and Tequesta Drive; the gas station/convenience store at County Line Road and U.S. Highway 1; and the Commercial office portion of the Casa Del Sol mixed use development located south and west of the gas station/convenience store facility just cited.

The remaining new Residential and Commercial development has occurred in the annexation areas discussed above. The most significant development of previously vacant properties, however, has been in the Mixed Use designated area in the Village. Since 1996, the following major residential developments have been located within the Mixed Use area:

- Tequesta Oaks (158 units);

- Sterling House (84 units);
- Tequesta Terrace (100 beds),
- Tequesta Trace (134 units);
- Lighthouse Cove (192 units);
- Tequesta Cay (58 units);
- The Crossings site was redeveloped as a Rehabilitation Facility “Futures of Palm Beach” (75 units) in 2011.

Most recently, on January 12, 2017, Village Council approved a 96-unit adult congregate living facility to be located on a vacant 8 acres site on County Line Road (Key Estates Senior Housing Living), which is pictured here.



TRENDS AND CHALLENGES

Changes in Land Use

Residential Land Use

There has been a very modest change in total land area of the Village of Tequesta. Today, there are approximately 1,468.44 acres within the corporate limits of Tequesta including a 296.19 acres of water of bodies. As reported above annexations have added just over twenty (23) acres to the municipal limits.

The largest use of land in the Village continues to be Residential. Residential use increased from approximately 473 acres in 1996 to 515.56 acres in December 2016. This represents an 8.9% increase in Residential land use over that time period. In 2016, Residential areas represent 35.10% the total land area of the Village.

Most Residential development continues to be single family, low density development (maximum 5.4 dwelling units/acre). About 444.62 acres of the 515.56 acres of Residential use is single family, low density development. The amount of land occupied by medium density Residential development (maximum 12 dwelling units/acre) has not changed significantly. Approximately seventy one-71 acres are currently used for medium density Residential, as compared to 65.4 acres in 1996.

A substantial amount of Mixed Use development in Tequesta has been Residential. There are over ninety (90.39) Mixed Use acres in the existing land use analysis reported in Table 2-1. Much of the Mixed Use acreage is developed primarily and exclusively for residential purposes. The residential density in the Mixed Use category allows up to a maximum of eighteen (18) dwelling units/acre thus representing the highest-density residential areas in the Village.

All development in the Village continues to be consistent with the Future Land Use Map and the Official Zoning Map of the Village. Commercial and high density residential are prohibited from locating in low density residential areas. This trend and direction should continue in the future.



Commercial Land Use

The amount of Commercial acreage in Tequesta has actually decreased since 1996. The current existing land use analysis as indicated in Table 2-1 reports 69.32 acres of Commercial development in Tequesta, which is down from the 97.5 acres reported in the 1996. The reason for this difference is easily explained. The area (approximately 15 acres) occupied by the Tequesta Oaks residential area today was an older major commercial shopping center. Likewise, there were nearly five (5) acres reported in the downtown area that no longer exists, while a car dealership on U.S. Highway 1 has been discontinued and closed, as well. Only 4.7 % the total land area in Tequesta is occupied by Commercial development.



Recreation Land Use

The amount of Recreation and Open Space acreage has increased since the 1996 land use analysis. The increase comprises certain private open space areas (1.26 acres); a Village-maintained detention area on Cypress Drive North (approximately 0.4 acres); an open area on Point Drive; nearly eighteen (18) acres within the FEC Railroad right-of-way; and the addition of the green open space in Seabrook Road (Remembrance Park) in 2012. The existing total Recreation and Open Space is 218.76 acres representing 14.9 percent of the total land area (December 2016).

The major recreational areas in Tequesta are: the Tequesta Country Club, a 120 acre private golf course; Coral Cove park, a County-owned and maintained beachfront community park on the Atlantic Ocean; Village Green Park, a neighborhood park owned by the Village and located at the Village Hall complex on Tequesta Drive; Constitution Park, another neighborhood park; and, nearly fifty (50) acres of State-owned land located north of CR 707 and east of U.S. Highway 1.



Conservation Land Use

The amount of land identified as Conservation use has not changed since the last update. There are 8.08 acres of Conservation use designated in the Village which represents only 0.6 % of the total land area within the Village (Table 2-2). Conservation uses consist of one upland areas which are identified as areas of environmental concern, and the beaches and shoreline areas throughout the Village. Conservation is discussed in greater detail under in the Conservation element.

Public Buildings and Grounds

The amount of land used for Public Buildings and Grounds has changed minimally since the last update. The change in area is the result of a land use designation change to the Palm Beach County Fire Rescue site which was previously designated as low density residential, and the Village Recreation Center that was previously designated in the Other Public Facilities category. Otherwise, the land uses for Public Buildings and Grounds has remained relatively the same. There are approximately twenty one (21) acres in the Village used for these purposes, representing 1.4% of the total area.

Other major Public Buildings and Grounds uses include the Tequesta Police and Fire Department facility, the U.S. Post Office, and the Library.

Other Public Facilities

The amount of land areas utilized for Other Public Facilities has not changed. This land use classification includes uses for churches, clubs, fraternal organizations, educational uses and other similar uses. There are approximately fourteen acres (14.08) in the Village used for these purposes, representing 1 % of the total area.

Roads

Transportation use has increased slightly with the annexation and development of new areas. The acreage dedicated to public rights-of-way for roads and streets accounts for the slight increase in acreage for transportation purposes. Approximately 209.71 acres, or 14.3% of the total area of the Village are dedicated to streets and roadways (Table 2-2).

Water Bodies

There are nearly 300 acres of Water Bodies located within the corporate limits of Tequesta. Water Bodies represent over 20% of the developed and total area of the Village. The North and Northwest Forks of the Loxahatchee River, a portion of the Intracoastal Waterway (ICWW); and canals serving residential areas lie within the boundaries of Tequesta. This has not changed since 1996 land use inventory.

Vacant Land

The amount of vacant land in the Village has decreased significantly. There are only 25.723 acres currently Vacant and available for future development within the existing corporate limits of Tequesta. This compares to 84.5 acres reported as Vacant in 1996. It is expected that the remaining vacant lands will be entirely build-out within the long range planning period of the Comprehensive Plan update. On January 12, 2017, Village Council approved a 96-unit adult congregate living facility to be located on a vacant 8-acre site on County Line Road (Key Estates

Senior Housing Living). As of November 2017, the parcel is still vacant and the applicant is considering a time extension. As a result, the property was considered as vacant for this analysis.

There are no agricultural or industrial land uses in Tequesta. These uses are strictly prohibited since neither the Future Land Use Map nor the Village’s Official Zoning Ordinance provide for such uses.

There are no public school facilities, recognized historic sites, or areas of critical state concern in the Village of Tequesta. The Village has been found to be “exempt” from State school siting and co-location requirements by the Palm Beach County School District. Even though the School District does not have any plans for locating any public school facilities within the corporate limits of Tequesta during the short term (5-Year) or long term (10-Year) planning periods of the updated Comprehensive Plan, the Village has adopted Objective 2.1.0 and Policies 2.1.1 and 2.1.2 in the Future Land Use element in the unlikely event a school facility may be deemed necessary in future planning periods or as a result of future annexation.

Future Land Use Projections

Table 1-3 and Figure 1-3 present Future Land Use designations acreage and percentages. Because there is very little land that is currently Vacant and available for future development within the Village of Tequesta (25.72 acres, or 1.8% of the total land area); future development in Tequesta will be limited. Most future low-density residential development will be in-fill development of individual single-family lots. Likewise, there is an insignificant amount of land available for medium density development. There are less than five (5) acres within the Mixed Use area that has not yet been developed that could potentially be developed at the higher densities allowed in the Mixed Use district. So, little difference is anticipated in the short (5-Year) and long (10-Year) term land use projections for new Residential development.

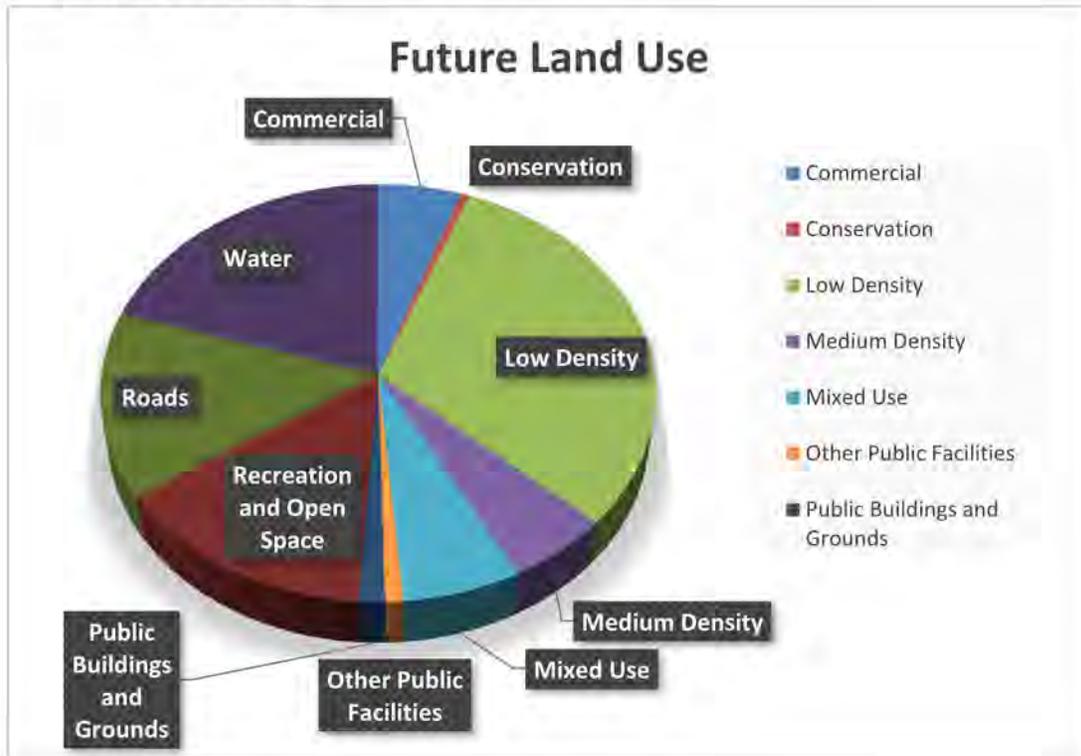
Table 1-3. Future Land Use

Designation	Square Feet	Acres	Percentage
Commercial	3,367,752	77.313	5.30%
Conservation	353,359	8.112	0.60%
Low Density	19,758,505	453.593	30.90%
Medium Density	3,555,040	81.612	5.60%
Mixed Use	4,099,194	94.105	6.40%
Other Public Facilities	620,676	14.249	1.00%
Public Buildings and Grounds	892,083	20.479	1.40%
Recreation and Open Space	9,281,981	213.085	14.50%
Roads	9,134,927	209.709	14.30%
Water	12,902,044	296.190	20.20%
Total	63,965,561	1,468.447	100.00%

There is land available within the commercially zoned areas for some new commercial development in US Highway One (North of County Line Plaza). It is not expected that Recreation

and Open Space (parks, beaches, eco-sites), Conservation, Public Buildings and Grounds, Other Public Facilities (churches, clubs, homes for the aged and infirm) uses will increase in the future within the existing corporate limits. It is not expected that Transportation (roads, streets, railroad rights-of-way) and Water Bodies will change in the near or long term planning periods either. Redevelopment or subdivision of land that would cause a substantial change in land use is not anticipated within the Village.

Figure 1-3- Future Land Use



It is projected that build-out within the existing corporate limits of Tequesta will occur within a 5 to 10-Year planning period of the updated Comprehensive Plan. Based on this analysis, future land use projections as presented in Table 1-3 are reasonably predictable and will be the same for the short-term (5 to 10 years) and long-term (30 years) planning periods of the updated Plan. However, annexation of surrounding pocket areas could impact residential land use designations and acreages. The Future Land Use Map is presented as part of the Map Series.

Infill & Redevelopment

The Village of Tequesta could accommodate infill and redevelopment growth. Commercial and mixed use developments along US Highway One are potential areas to be redeveloped in the future. For example, Tequesta Shoppes was redeveloped in 2013. The initiative improved the aesthetics of the commercial plaza by upgrading building elevations, landscaping, parking resurfacing and signage.

Infill & redevelopment should promote superior projects within the village' urban landscape. Propose buildings are encouraged to be mixed use, energy efficient, appropriately landscaped, and aesthetically pleasing. Limitations upon the land; lot size, parking requirements, height restrictions, etc. should be flexible and not a hindrance in superior design. Infill redevelopment should allow flexible design while maximizing the potential use of a building or site.

The very nature of infill redevelopment promotes higher and best uses while discouraging sprawling development upon green space, suburban, and rural land. Infill redevelopment encourages the following positive planning characteristics:

- Existing infrastructure use
- Conserving natural land instead of sprawl
- Reduced commuting time
- Minimized traffic congestion
- Physical activity and healthy lifestyles
- Increased property values
- Open space preservation
- Vacant land rehabilitation
- Energy conservation
- Public/Private partnerships
- Workforce housing for teachers, police officers, and fire fighters



Infill redevelopment is positive in numerous aspects, however, becomes unachievable due to some of the following:

- Inflexible building and development code regulations
- Neighborhood opposition
- Prolonged permit processes
- Financial challenges
- Acquisition and land assembly

Creative design and the anticipation of healthier lifestyles create superior infill redevelopment projects. The ability to live, work, and play within one's own neighborhood is vital for infill redevelopment's success. The use of energy efficient appliances, environmentally friendly materials, superior architecture, and native landscaping provide the foundation for infill redevelopment initiatives.

The US Highway One reconfiguration project that will commence in 2017 will encourage significant redevelopment activity in that corridor. The Village supports for complete street concept encourages redevelopment and sustainable initiatives. For example, the BB&T Bank is currently undergoing redevelopment of its site by demolishing the existing building and proposing a new structure and providing a more significant landscaping on site.

Urban Forestry

The Village of Tequesta will benefit by embracing urban forestry policies in its residential neighborhoods and commercial areas. Urban forestry is the careful care and management of tree populations in urban settings for the purpose of improving the urban environment. Urban forestry advocates the role of trees as a critical part of the urban infrastructure. Urban foresters plant and maintain trees, support appropriate tree and forest preservation, conduct research and promote the many benefits trees provide.

Urban forests bring many environmental and economic benefits to cities. Among these are energy benefits in the form of reduced air conditioning by shading buildings, homes and roads, absorbing sunlight, reducing ultraviolet light, cooling the air, and reducing wind speed – in short improvement of the microclimate and air quality.



There are also economic benefits associated with urban trees such as increased land, property, and rental value. Well-maintained trees and landscaped business districts have been shown to encourage consumer purchases and attract increased residential, commercial and public investments. Numerous studies have shown the direct relationship between home value, public health, and street trees. In her article “City Trees and Property Values,” Kathleen L. Wolf writes that there is a home price increase between 6-9 percent when there is good tree cover in a neighborhood, and a 10-15 percent increase when there are mature trees in a high income neighborhood.

Urban forests also improve air quality, absorb rainwater, improve biodiversity and potentially allow recycling to 20% of waste which is wood-based. Many cities today are dealing with stormwater management system issues where their existing systems can no longer hold the volume of water that falls in storms. One sustainable solution to this is planting street trees with grates underneath them to hold water. Trees and their soils work to filter runoff pollution and soil contaminants by absorbing them and processing them into less harmful substances. They

also collect water in their limbs and release it back into the atmosphere over time. This makes trees a solution to stormwater runoff issues and urban heating issues.

Urban forestry can be subject to NIMBY (not in my backyard) arguments as people occasionally experience trees as a nuisance or as a cause for disputes between neighbors. Frequent citizen complaints include too much shade; leaf litter; low hanging and falling branches; undesirable seeds, pods or fruits; and bird droppings. Many of these objections can be overcome by good educational efforts and by careful selection, placement, and routine maintenance of trees. The benefits of trees in our communities far outweigh any real or perceived inconveniences.

Another area of concern is the damage to homes and buildings that can result from tree roots or falling trees. Cases of damage to building foundations from invasive roots are typically the result of improper siting of trees and buildings relative to each other. The young sapling planted by the front door today will be the giant oak of tomorrow with roots damaging walkways and foundation. Proper education about site and species selection is critical. Falling trees often result from unstable root systems and/or severe storms. It is important understand regional soil types and the routine maintenance necessary to promote healthy root systems and to reduce the other circumstances that would cause a tree to fall (disease, rotten wood, a too-heavy crown, etc.) Nonetheless, the damage from trees remains low in proportion to the number of trees and the many direct and indirect benefits they provide.

The following should be considered when formulating codes and standards for Urban Forestry:

- Include clear and concise definitions of key terms
- Include risk assessment evaluation requirements
- Define minimum landscape standards and mitigation requirements
- Specify what type of trees are required in certain locations
- Provide incentives or penalties to developers, landscape architects, etc.
- Provide educational opportunities for the community



A number of cities in South Florida supports Urban Forestry and they also qualify as a *Tree City USA* community. The following cities are Tree Cities in the state of Florida: Boca Raton, Boynton Beach, Delray Beach, Palm Beach Gardens, Royal Palm Beach and Lantana.

The sustainability and long term quality of life of the community will benefit by including urban forestry policies and code language in the Village's Comprehensive Plan and Land Development Regulations.



Green Roofs

On hot summer days, the surface temperature of a vegetated rooftop can be cooler than the air temperature, whereas the surface of a traditional rooftop can be up to 90°F (50°C) warmer (Environmental Protection Agency).

Green roofs prohibit the majority of ultraviolet radiation from penetrating the rooftop which equates to air conditioning savings and longer roof replacement periods. They also provide habitat for butterflies and birds while filtering the rooftop water and creating less strain on storm water systems. Vegetated roofs use and filter the excess water while traditional roofs typically acquire pollutants and contribute to nonpoint source pollution which ultimately goes into the Atlantic Ocean. Green roofs can be used to mitigate storm water runoff requirements while providing for an aesthetically pleasing built environment. Basic green roof systems can be installed with little or no additional engineered structural support and add about 80-150 pounds/sq. ft. for intensive green roofs while extensive green roofs add about 12-50 pounds/square feet.

Green roofs have been successful at several locations throughout Florida. The photos below include projects in Jacksonville (Breaking Ground Contracting Green Roof & Rooftop Garden); Orlando (Orlando Health MD Anderson Cancer Center Labyrinth Vegetated Roof Garden); Clermont (Honda Headquarters); and Miami (FIU College of Nursing & Health Sciences, Modesto A. Maidique Campus).



Sea Level Rise Considerations

Adaptation and Resiliency

Sea level rise has long been recognized by the South Florida Water Management District and by the U.S. Army Corps of Engineers as an increasing threat to low lying, porous South Florida. Organizations such as the Southeast Florida Regional Climate Compact have provided reports and publications that have increased awareness and expanded the knowledge of the impacts of sea level rise on coastal communities in South Florida.

Rising sea levels due to the melting of the polar ice caps contribute to greater storm damage; warming ocean temperatures are associated with stronger and more frequent storms; additional rainfall, particularly during severe weather events, leads to flooding and other damage; an increase in the incidence and severity of wildfires threatens habitats, homes, and lives; and heat waves contribute to human deaths and other consequences.

Given the geography of Florida, coastal communities in Southeast Florida have long known how to incorporate hazard mitigation with long-term planning to reduce the loss of life and property

and lessen the impact of disasters (hurricanes, severe weather events, flooding, etc.). The challenge of adaptive planning for sea level rise goes beyond hazard mitigation. Rather than preparing for a specific disaster or event, a resilient community is one that can face an array of unpredictable challenges and disturbances with minimal long-term impacts. Certain communities, especially in coastal areas, must be prepared for future conditions that may not allow the same development intensity, location, type, or access. Through the use of innovative tools and strategies it is possible to transition these economies and the built environment into resilient communities that adapt to these adverse impacts.

With the currently accepted sea level rise projections and known climate impacts, long-range planning must now incorporate resiliency strategies that balance mitigation and adaptation for the protection of the natural systems and to sustain the socio-economic characteristics of the community. Understanding how mitigation and adaptation act as interconnected relationships to building resilient and sustainable coastal communities is vital for adaptive planning.

Due to impacts from sea level rise, the following initiatives are encouraged to address sea level rise and promote sustainable growth:

- Conserve, reuse, recycle
- Walk, bike, carpool, or use mass transit
- Building 'green' energy efficient buildings
- Encourage mixed land uses
- Provide incentives for business/residential responsibility
- Sustain water quality
- Limit dependence on oil
- Educate individuals on the aforementioned items

Many states, including Florida, and businesses within the state, have incentives and programs available for residents, businesses, governments, non-profits, schools, institutions, etc. The funds can be used to install energy efficient products such as the following; photovoltaic cells, solar hot water heaters, solar pool heaters, and fuel cells. The incentives generally pay by kilowatt hour for installed products which will conserve electricity over the lifetime of the product.

So far, the effects of sea level rise have been most visible in Fort Lauderdale, Miami Beach, and in the Florida Key. Moreover, even nearby Delray Beach is already seeing "King tide" flooding. Portions of Fort Lauderdale experiences flooding and has built "Adaptation Action Areas" (AAA) into their planning process.

Due to its southern location, Miami Beach is experiencing problems with severe flooding, which has led to an aggressive sea level rise prevention and adaptation program. Understanding this vulnerability has allowed for the development of both short-term and long-term adaptation strategies that would further strengthen this city's resilience.

One such strategy is the Miami Beach Rising Above Resiliency Strategy, which will guide the community as it survives, adapts, and grows amidst both chronic stresses, including sea level rise, coastal erosion, transportation, and lack of affordable housing, and occasional shocks, such as hurricanes, infrastructure failure, coastal flooding, rainfall flooding. Miami Beach will prioritize actions that provide benefits and results from investments to make us both resilient and sustainable day to day and in the face of disruptions. Based on data and expertise, and including employees, committees, residents, businesses, peer cities, and the Compact, the strategy will be built on the City's own unique successes, strengths, capabilities, challenges, and gaps.

The ultimate goal of these actions is to leverage existing resources to develop a mutually-beneficial solution that helps combat sea level rise challenges in Miami Beach and other coastal municipalities.

With higher sea levels, stormwater systems no longer drains as quickly, increasing the frequency and depth of flooding in some streets. The threat of salt water intrusion into the aquifer is another important and growing concern. As sea level continues to rise, salt water from the sea pushes further inland, coming ever closer to contaminating surficial drinking water wells. Scientists and engineers predict that within 40 to 50 years, Florida could be inundated with problems related to sea level rise.

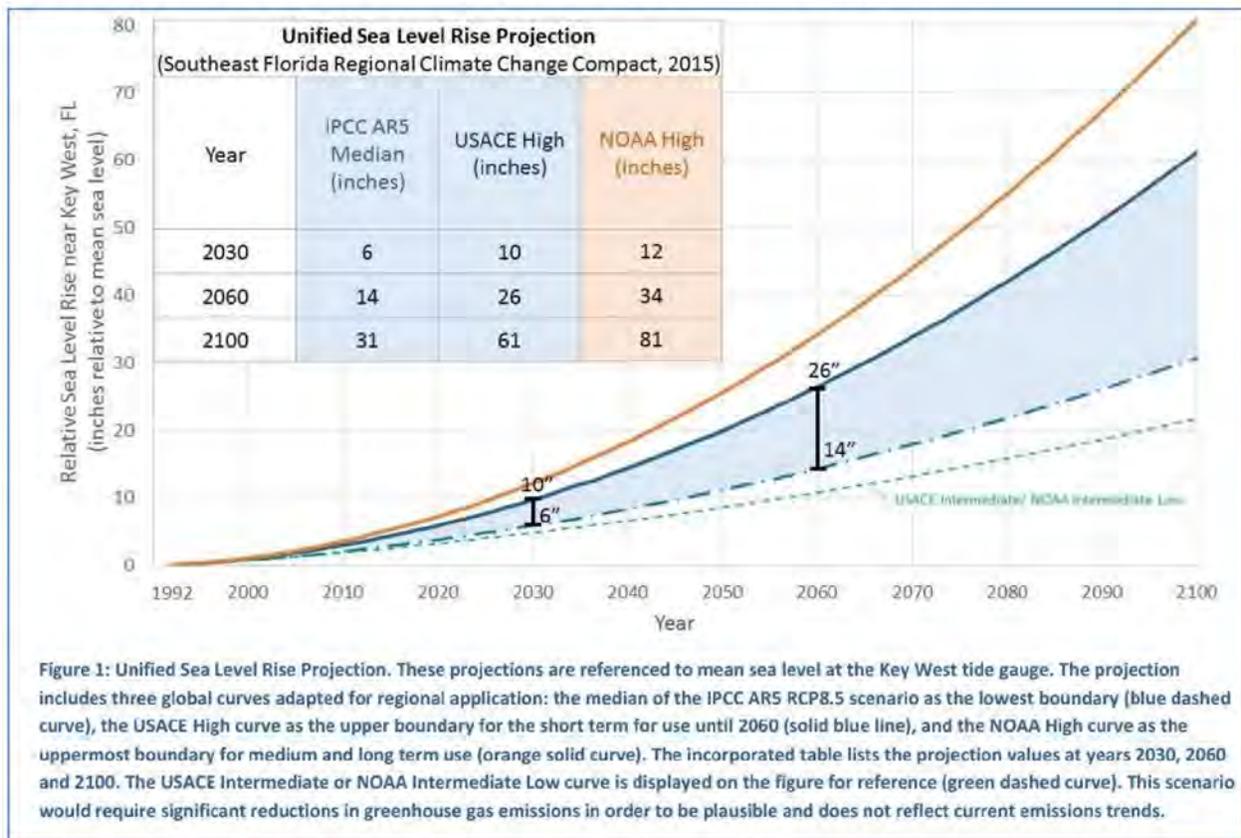
Southeast Florida Regional Climate Change Compact

The Southeast Florida Regional Climate Change Compact was executed by Broward, Miami-Dade, Monroe, and Palm Beach Counties in January 2010 to coordinate mitigation and adaptation activities across county lines. The Compact represents a new form of regional climate governance designed to allow local governments to set the agenda for adaptation while providing an efficient means for state and federal agencies to engage with technical assistance and support. It is in that spirit that this plan provides the common integrated framework for a stronger and more resilient Southeast Florida starting today and for tomorrow.

In order to better coordinate local planning, the Southeast Florida Regional Climate Change Compact (the Compact) developed unified regional sea level rise projection for Southeast Florida. The Unified Sea Level Rise Projection (unified projections) were originally prepared in 2011 by the Compact's Sea Level Rise Technical Advisory Group, comprised of representatives from county governments, United States Army Corps of Engineers (USACE), National Oceanic and Atmospheric Association (NOAA), United States Geological Survey (USGS), the South Florida Water Management District, and climate scientists from Florida Atlantic University and University of Miami.

The Unified Sea Level Rise Projections are the only regionally-coordinated and locally-specific sea level rise projections for the Southeast Florida region. The projections are updated regularly by a qualified group of scientists and experts, so planners should consider the projections to be both scientifically sound and timely.

Figure 1-4. Unified Sea Level Rise Projection for Southeast Florida, 2015.



Source: Southeast Florida Regional Climate Change Compact, 2015.

Florida Senate Bill (SB) 1094

Recognizing the priority to integrate sea level rise into local government planning, Florida Governor Rick Scott signed S.B. 1094 in May 2015, amending the state comprehensive planning laws (F.S. 163.3178(2)(f) that had stipulated local governments, required to have a coastal management element in their comprehensive plan, include a redevelopment component to “eliminate inappropriate and unsafe development in coastal areas”.

Furthermore, SB 1094 requires coastal management plans to include the reduction of flood risks and losses. It also creates new requirements related to flood elevation certificates, and revises requirements related to flood insurance.

Specifically, SB 1094, Section 1, amends s. 163.3178(2)(f), F.S., to require local governments when drafting their comprehensive coastal management plans to:

- Include development and redevelopment principles, strategies, and engineering solutions that reduce the flood risk in the coastal zone which results from high-tide events, storm surge, flash floods, stormwater runoff, and the related impacts of sea-level rise.

- Encourage the use of best-practices development and redevelopment principles, strategies, and engineering solutions that will result in the removal of coastal real property from flood zone designations established by the Federal Emergency Management Agency.
- Identify site development techniques and best practices that may reduce losses due to flooding and claims made under flood insurance policies issued in this state.

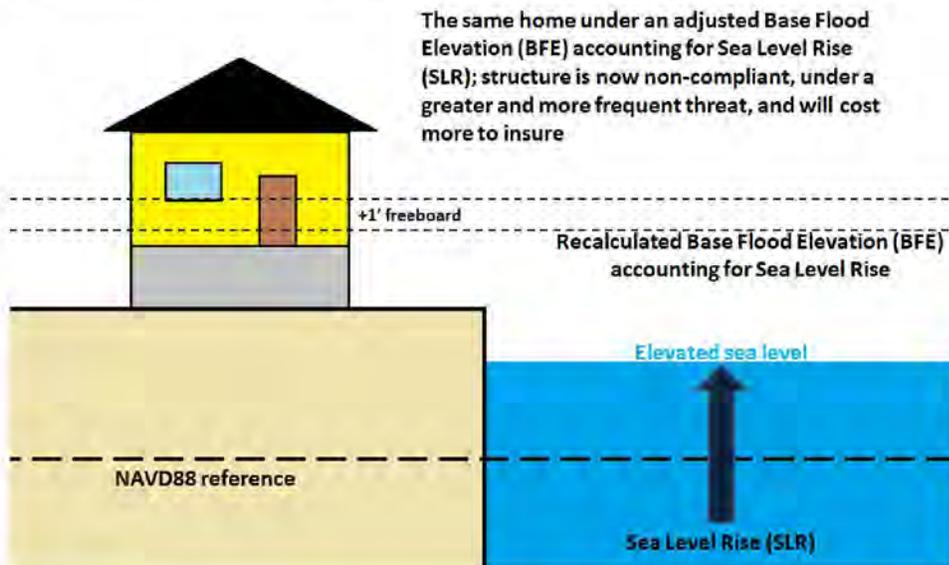
Local Flood-Related Ordinances

The Village seeks to develop techniques and best practices that may reduce losses due to flooding and claims made under flood insurance policies issued in this state. In addition to state agencies, the Village's Building Department regulates the building of structures in flood-prone areas so that flood damage can be minimized or avoided. The Village has continued to support these programs and work with residents and businesses in regard to program requirements. Moreover, the Village recently passed an ordinance related to FEMA's updated flood zone maps and is considering passing an ordinance related to flood hazard prevention techniques that will increase the "freeboard" height requirements, as detailed below.

On July 13, 2017, the Village of Tequesta Council adopted Ordinance 7-17 providing that the Federal Emergency Management Agency has revised and reissued the Flood Insurance Study and Flood Insurance Rate Map for Palm Beach County, Florida, and Incorporated Areas, effective October 5, 2017. The Village of Tequesta participates in the National Flood Insurance Program (NFIP) and the Village Council of the Village of Tequesta desires to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60, necessary for participation.

As discussed in the previous section, NFIP provides federally backed flood insurance within communities that enact and enforce floodplain regulations. The Community Rating System (CRS) is a national program developed by the Federal Emergency Management Agency (FEMA). To be covered by a flood insurance policy a property must be in a community that participates in the NFIP. To qualify for the NFIP, a community adopts and enforces a floodplain management ordinance to regulate development in flood hazard areas. The CRS Program recognizes, encourages and rewards communities that go beyond the minimum required by the NFIP. Under the CRS, the flood insurance premiums of a community's residents and businesses are discounted. A community receives a CRS classification based upon the total credit for activities such as Public Information; Mapping and Regulations; Flood Damage Reduction; and Warning and Response. The Village of Tequesta is part of the CRS Program, "Class 7" rating which allows residents to receive 15% discount of their flood insurance.

Figure 1-5: Adjusted Base Flood Elevation, Accounting for Sea Level Rise



Currently, the Village of Tequesta is reviewing a potential ordinance amendment to Chapter 14 of the Village's Code of Ordinances to require 18 inches of freeboard above the base floor elevation in flood zone areas. This provision will contribute to mitigating sea level rise flooding effects that continue to threaten coastal areas Tequesta.

Freeboard refers to the height of a building above the Base Flood Elevation for a specific site. Florida regulations often require at least one-foot of freeboard for elevated buildings. Each foot of freeboard (up to a maximum of three feet), lowers flood insurance rates significantly. Since elevations on FIRMs do not include sea level rise, freeboard will help keep structures above floodwaters as storm surge elevations increase, thus reducing flood insurance premiums. The graphic below shows an example on how to implement this concept.

The Village of Tequesta contains several parcels on the barrier island that contain multi-family condominium developments. While there are not currently any single family homes along the ocean front within Tequesta, the freeboard technique could be considered for future development or redevelopment in this area.

Adaptation Action Areas (AAA)

The Community Planning Act (CPA) made changes to the state's growth management laws in 2011, including the optional adaptation planning for coastal hazards and the potential impacts of sea level rise. The Adaptation Action Area, as defined in the CPA, is an optional comprehensive plan designation for areas that experience coastal flooding and that are vulnerable to the related impacts of rising sea levels for prioritizing funding for infrastructure and adaptation planning.

Local governments that adopt an adaptation action area may consider policies within the coastal management element in their comprehensive plan to improve resilience to coastal flooding.

Criteria for the adaptation action area may include: areas below, at, or near mean higher high water; areas which have a hydrological connection to coastal waters; or areas designated as evacuation zones for storm surge.

Florida Statute (163.3164(1)) states, *“Adaptation action area” or “adaptation area” means a designation in the coastal management element of a local government’s comprehensive plan which identifies one or more areas that experience coastal flooding due to extreme high tides and storm surge, and that are vulnerable to the related impacts of rising sea levels for the purpose of prioritizing funding for infrastructure needs and adaptation planning.*”

Florida Statute (163.3177(6)(g)(10)) states, *“At the option of the local government, develop an adaptation action area designation for those low-lying coastal zones that are experiencing coastal flooding due to extreme high tides and storm surge and are vulnerable to the impacts of rising sea level. Local governments that adopt an adaptation action area may consider policies within the coastal management element to improve resilience to coastal flooding resulting from high-tide events, storm surge, flash floods, stormwater runoff, and related impacts of sea-level rise. Criteria for the adaptation action area may include, but need not be limited to, areas for which the land elevations are below, at, or near mean higher high water, which have a hydrologic connection to coastal waters, or which are designated as evacuation zones for storm surge.*”

FINAL REMARKS

Based on the present analysis, the Village should continue to implement specific strategies and policies to encourage and promote compact development patterns, which include the following:

- Promoting infill and redevelopment in appropriate locations in major commercial corridors and increased flexibility in the Village’s land development regulations;
- Promoting walkable and connected neighborhoods that provides for a mix of uses at urban densities and intensities that support a range of housing choices and a multi-modal transportation system;
- Improving non-auto dependent connectivity between residential, shopping, entertainment and employment areas through the provision of interconnected sidewalks, bike lanes/paths and expanded transit service;
- Directing future economic growth and associated development to areas of the Village in a manner that does not have an adverse impact on and protects natural resources and ecosystems through specific policies in the Comprehensive Plan and implementation through the Village’s zoning and land development regulations;
- Continuing supporting green and energy efficient policies;
- Continue promoting and implementing techniques and strategies that reduce the risk of flood hazards and enhance stormwater management facilities;
- Supporting urban forestry policies and land development regulations; and
- Continuing proactive annexation approach.

3. Work Experience



WORK EXPERIENCE

CMA has delivered successful planning services to local governments for over 30 years. **CMA is proposing a high-level proficient team including AICP planners, PLA landscape architects, certified arborists, environmental scientist, historic preservation specialists, and P.E. engineers experienced in federal, state and local regulations.** The CMA Team has the credentials to provide land planning, urban design, public meeting facilitation, landscape architecture, historic preservation, environmental, transportation, drainage, water, and wastewater engineering services. With unparalleled technical analysis, writing skills, and graphic design capabilities (CAD renderings and GIS mapping), the CMA Team is positioned to deliver successful and meaningful planning services to the Village of North Palm Beach.

CMA has the financial capability to perform the Scope of Work required by the Village of North Palm Beach. As presented on the Summary of Qualifications and Experience sections, CMA has the credentials to furnish and provide all required services included on the subject Scope:

- General Planning Services
- Traffic Engineering and Planning
- LEED and Sustainability Consulting
- Graphic Design
- Economic Development Planning and Research
- Landscape Design Plan Review and Inspection Services
- Other planning tasks



Village of Tequesta General Planning Services Contract

Village of Tequesta, Florida

Client

Village of Tequesta
 Jeremy Allen, Village Manager
 345 Tequesta Drive
 Tequesta, FL 33469
 (561) 768-0465

Project Duration

2010 - On-going

Fee

\$140,000 yearly

CMA Staff

Nilsa Zacarias, AICP; Lance Lilly; Sara Benbasat;
 McKenna Page

Project Description

CMA has continued to provide municipal planning and zoning administration services to the Village of Tequesta for over 10 years, including site plan reviews for development projects such as BB&T Bank, Sea Glass Condominiums, and The Reserve.

The General Planning Services we have provided to the Village of Tequesta encompasses the following elements:

- Urban Design Reviews
- Researching, Identifying, and Recommending Amendments to Comprehensive Plan
 - Small Scale
 - Large Scale
- Reviewing and Amending Land Development Regulations
 - In-depth Analysis
 - Write Code Text
- Reviewing and processing Site Plan and Variance Applications
- Conducting Development Review Committee Meetings
- Preparing Staff Reports and Presentations
 - Municipal Council
 - Local Planning and Zoning Review Board
- Code Compliance
 - Conducting Site Inspections
 - Receiving and Processing Complaints
 - Preparing and Presenting Code Cases



The Reserve



BB&T Bank



Sea Glass Condominiums

Village of Tequesta Parks Master Plan Public Participation

Village of Tequesta, Florida

Client

Village of Tequesta
Jeremy Allen, Village Manager
345 Tequesta Drive
Tequesta, FL 33469
(561) 768-0465

Project Duration

2021 - 2022

Fee

\$45,000

CMA Staff

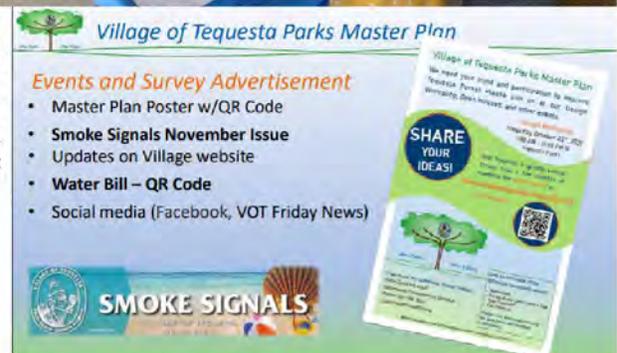
Nilsa Zacarias, AICP; Lance Lilly; Sara Benbasat;
McKenna Page

Project Description

Parks and recreation master planning is a comprehensive process that provides guidance and policy direction to local government decision makers. The planning process, which engages the community and stakeholders, provided a foundation for understanding and responding to the parks and recreation needs of residents. The process involved strategically examining the community's vision; existing community services, facilities, and resources; and assessing future needs concerning parks, recreation, and open spaces. The residents' active engagement and feedback was the keystone of the Master Plan.

Our *Parks Our Values* Master Plan embraced Tequesta's strong sense of community by facilitating a proactive public participation program (4Ps). This program built support and consensus for the overall Master Plan; and provided input for a final design for Tequesta Park and Remembrance Park. The program included the following initiatives:

- Open Forum at Village Hall
- Design Workshop at Tequesta Park
- Attendance to HOA Meetings
- Kiosk at Public Events (Food Trucks, Halloween, Tequesta Fest, etc.)
- Online and In-Person Survey
- Social Media Communication



City of Westlake General Planning Services Contract Westlake, Florida

Client

City of Westlake
Kenneth Cassel, City Manager
4001 Seminole Pratt Whitney Road
Westlake, FL 33470
(561) 530-5880

Project Duration

2016 - On-going

Fee

\$260,000

CMA Staff

Nilsa Zacarias, AICP; Lance Lilly; Sara Benbasat;
McKenna Page

Project Description

CMA was contracted by the City of Westlake to provide general planning and zoning services in 2016. The consulting contract includes long range and current planning projects. Palm Beach County's 39th City, The City of Westlake, was incorporated on June 20, 2016. The 38,000 acres of mostly vacant, previously agricultural land in western Palm Beach County is the new site of 4,500 homes and 2.2 million square feet of commercial space. This new city provided much-needed urban services to the surrounding suburban residential areas.

Planning initiatives conducted by the CMA Team included:

- New Comprehensive Plan (Adopted in 2018, in compliance with Florida Statutes)
- New Land Development Regulations
- Site Plan Reviews
- Special Use Petitions
- Master Plan Amendments
- Subdivision Plans
- Zoning review for BTRs, Residential and Commercial Building Permits



City of Fort Pierce General Planning Services Contract

Fort Pierce, Florida

Client

City of Fort Pierce
Kevin Freeman, AICP, Planning Director
100 North US Highway 1
Fort Pierce, FL 34950
(772) 467-3000

Project Duration

2020 - 2021

Fee

\$66,900

CMA Staff

Nilsa Zacarias, AICP; Lance Lilly; Sara Benbasat; McKenna Page

Project Description

CMA was contracted by the City of Ft. Pierce to provide planning and zoning consulting services. The CMA Team conducted site plan reviews, and prepared a conceptual site plan for the Indian Hills Municipal Golf Course, including the design of the club house, cart storage building, and pickleball courts.



CLUB HOUSE NORTH EAST VIEW



OVERALL NORTH EAST AERIAL VIEW

Planning initiatives conducted by the CMA Team included:

- Researching, Identifying, and Recommending Amendments to Comprehensive Plan
 - Small Scale
 - Large Scale
- Reviewing and Amending Land Development Regulations
 - In-depth Analysis
 - Write Code Text
- Reviewing and processing Site Plan and Variance Applications
- Conducting Development Review Committee Meetings
- Preparing Staff Reports and Presentations
 - Municipal Council
 - Local Planning and Zoning Review Board
- Code Compliance
 - Conducting Site Inspections
 - Receiving and Processing Complaints
 - Preparing and Presenting Code Cases

Annexation Initiative - Lake Worth Beach Park of Commerce Lake Worth, Florida

Client

City of Lake Worth Beach, Dept. for Community Sustainability

William Waters, Community Sustainability Director

1900 2nd Avenue North

Lake Worth, FL 33461

(561) 586-1647

Project Duration

2018

Fee

\$49,975

CMA Staff

Nilsa Zacarias, AICP; Lance Lilly; Sara Benbasat;

McKenna Page

Project Description

CMA was contracted to prepare an Interlocal Service Boundary Agreement (ISBA) and Joint Planning Agreement between the City of Lake Worth Beach and the Board of County Commissioners of Palm Beach County. This initiative included facilitating community meetings; and preparing a resolution and a technical report including maps of the subject area.

The ISBA/Public Outreach process encompasses two (2) public meetings with the community to listen to their input and responds to their comments and questions. Lake Worth Beach Park of Commerce ISBA Technical Report focuses on current Level of Services provided by the City of Lake Worth Beach and the impact that the ISBA and future annexations will have in terms of capital resources and staffing. This information was gathered through in-person meetings, and detailed follow-ups. The ISBA technical report included in-depth analysis of the following elements:

- Public Services
- Water and Sewer Utility Services
- Electric Utility Services
- Community Sustainability Services
- Leisure Services
- Public Safety Services: Law Enforcement and Fire Rescue



Land Development Regulations (LDRs) Graphic Interpretations, Urban Planning and Design Services

Lake Worth Beach, Florida

Client

City of Lake Worth Beach, Dept. for Community Sustainability
 William Waters, Community Sustainability Director
 1900 2nd Avenue North
 Lake Worth Beach, FL 33461
 (561) 586-1647

Project Duration

2018

Fee

\$75,000

CMA Staff

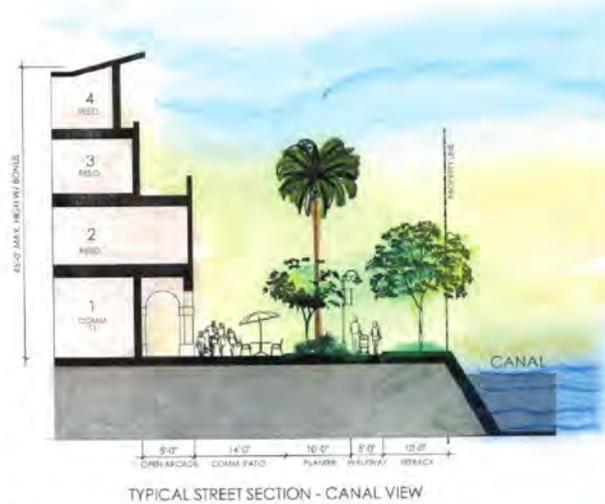
Nilsa Zacarias, AICP; Lance Lilly; Sara Benbasat;
 McKenna Page

Project Description

As part of a proactive marketing/promotional campaign to stimulate sustainable downtown redevelopment in the City of Lake Worth Beach, CMA supplied high impact graphics, data analysis, GIS mapping and presentation materials to market Lake Worth's newly adopted LDRs and spur investment.

Planning initiatives conducted by the CMA Team included:

- Cutting edge place-making toolkit that incorporates sustainability, protecting history and community values as guiding principles
- Create easily understood graphics to explain complex LDR interpretations
- GIS mapping and complete data analysis for six potential redevelopment sites
- Individual investment site maps show possible development scenarios
- Architectural illustrations portray site design amenities, building elevations and street views
- Marketing material mock-ups for print, web, and booth display use
- Engaging public forum presentations to promote developer and investor involvement
- Project completion in four months



Sustainable Comprehensive Plan

Lake Worth Beach, Florida

Client

City of Lake Worth Beach, Dept. for Community Sustainability
William Waters, Community Sustainability Director
1900 2nd Avenue North
Lake Worth Beach, FL 33461
(561) 586-1647

Project Duration

2018

Fee

\$165,000

CMA Staff

Nilsa Zacarias, AICP; Lance Lilly; Sara Benbasat; McKenna Page

Project Description

CMA was hired in 2016, by the City of Lake Worth Beach. The city determined it was necessary to conduct a review and evaluation of its current Comprehensive Plan to reflect changes in state requirements, current City's conditions, challenges, and future community trends. Pursuant to Chapter 163.3191, Florida Statutes (F.S.), local governments are required to evaluate their local comprehensive plan every seven years to determine if plan amendments are necessary since the last update of the Comprehensive Plan and notify the State Land Planning agency as to its determination.

To prepare the subject amendments, the City contracted CMA to work with the Sustainability Department as well as other City's Departments.

The Comprehensive Plan update focused on strengthening Lake Worth Beach as a sustainable community incorporates multi-modal transportation network; compact, walkable, mixed-use patterns of development; provision of civic spaces and interconnected open spaces for recreation; economic vitality and job choices; diversify its housing supply; and a robust educational system.

The proposed Comprehensive Plan amendment encompasses the following eleven (11) elements including a new element-Economic Development-and the addition of Neighborhoods to the existing Housing Elements:

- Future Land Use
- Transportation
- Housing & Neighborhoods
- Infrastructure
- Coastal Management
- Conservation
- Recreation and Open Space
- Intergovernmental Coordination
- Capital Improvement
- Public School Facilities
- Economic Development



Town of Manalapan General Planning and Zoning Services

Manalapan, Florida

Client

Town of Manalapan
Linda Stumpf, Town Manager
600 South Ocean Blvd.
Manalapan, FL 33462
(561) 585-9477 lstumpf@manalapan.org

Project Duration

2016 - On-going

Fee

\$55,000 yearly

CMA Staff

Nilsa Zacarias, AICP; Lance Lilly; Sara Benbasat; McKenna Page

Project Description

The CMA planning team has been providing planning and zoning services to the Town of Manalapan since 2015. The team is responsible for site plan reviews, comprehensive plan updates and zoning code amendments. The CMA planning team also prepared the Community Rating System report for the Town of Manalapan including the following information:

- Public Information
- Mapping and Regulations
- Flood Damage Reduction
- Warning and Response

Plan Update to the Coastal Management element. The subject project included amendments to the policies.



Ten-Year Water Supply Plan

Tequesta, Florida

Village of Tequesta
Jeremy Allen, Village Manager
345 Tequesta Drive
Tequesta, FL 33469
(561) 768-0465 jallen@tequesta.org

Project Duration

2020

Fee

\$34,000

CMA Staff

Nilsa Zacarias, AICP; Lance Lilly; Sara Benbasat;
McKenna Page

Project Description

According to state guidelines, the Ten-Year Water Supply Facilities Work Plan must address the development of local governments' traditional and alternative water supplies, bulk sales agreements, and conservation and reuse programs that are necessary to serve existing and new development for at least a 10-year planning period.

The Village of Tequesta updated their Ten-Year Water Supply Facilities Work Plans as required by section 163.3177(6)(c), F.S. within 18 months after the governing board of the South Florida Water Management District approved its Lower East Coast Water Supply Plan Update.

Planning initiatives conducted by the CMA Team included:

- Data Analysis
 - Population information
 - Maps of current and future areas served
 - Standard Level of Service
 - Potable water projections
- Conservation and Reuse
 - Countywide issues
 - Local government's specific actions, programs, regulations, or opportunities
 - Local government's financial responsibilities
- Capital Improvements
 - Work Plan projects
 - Capital Improvements Element/Schedule
- Goals, Objectives, and Policies
 - Items to be considered for inclusion in the local government's Comprehensive Plan to ensure consistency with the Work Plan
 - Coordination with the regional Water Supply Plan



Village of Tequesta Comprehensive Plan Amendments

Tequesta, Florida

Client

Village of Tequesta
Jeremy Allen, Village Manager
345 Tequesta Drive
Tequesta, FL 33469
(561) 768-0700 jallen@tequesta.org

Project Duration

2018

Fee

\$60,000

CMA Staff

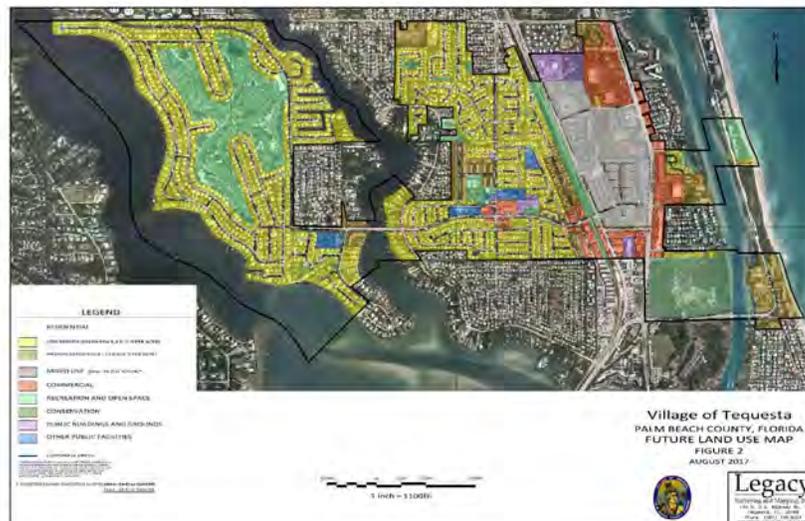
Nilsa Zacarias, AICP; Lance Lilly; Sara Benbasat; McKenna Page

Project Description

In April 2018, the Village of Tequesta Council adopted the fully updated EAR-based Comprehensive Plan. CMA revised and updated each element to be in compliance with Florida Statutes and provide a sustainable community. The State of Florida (Department of Economic Opportunity) found the subject plan in compliance with Florida Statutes. The Comprehensive Plan addressed Senate Bill 1040 Peril of Flood that applies to Coastal Communities. CMA prepared the EAR-based (Evaluation and Appraisal Report) Comprehensive Plan Amendment for the Village of Tequesta.

The Comprehensive Plan encompasses the following elements:

- Future Land Use
- Transportation
- Housing
- Utilities
- Conservation
- Recreation & Open Space
- Intergovernmental Coordination
- Coastal Management
- Capital Improvement



Town on Mangonia General Planning and Zoning Services

Mangonia Park, Florida

Client

Town of Mangonia
 Ken Metcalf, Town Manager
 1755 East Tiffany Drive
 Mangonia, FL 33407
 (561) 848-1235

Project Duration

2015 - On-going

Fee

\$45,000 yearly

CMA Staff

Nilsa Zacarias, AICP; Lance Lilly; Sara Benbasat; McKenna Page

Project Description

CMA was hired to create the Town's Official Zoning Map by using Geographic Information System (GIS) and provide general planning and zoning services. The Zoning Map included the following elements:

- Researching, Identifying, and Recommending Amendments to Comprehensive Plan
 - Small Scale
 - Large Scale
- Reviewing and Amending Land Development Regulations
 - In-depth Analysis
 - Write Code Text
- Reviewing and processing Site Plan and Variance Applications
- Conducting Development Review Committee Meetings
- Preparing Staff Reports and Presentations
 - Municipal Council
 - Local Planning and Zoning Review Board
- Code Compliance
 - Conducting Site Inspections
 - Receiving and Processing Complaints
 - Preparing and Presenting Code Cases



Work Experience

Currie Park - Phase I Visioning Plan

West Palm Beach, Florida

Client

City of West Palm Beach
Sarah Mulder, Project Manager CRA
401 Clematis Street, 4th Floor
West Palm Beach, FL 33062
(561) 822-1552 smulder@wpb.org

Project Duration

2020 - 2021

Fee

\$750,000

CMA Staff

Nilsa Zacarias, AICP; Lance Lilly; Sara Benbasat; McKenna Page

Project Description

CMA is the prime consultant leading the redevelopment of Currie Park for the City of West Palm Beach. The project aims to enhance a public asset to provide a substantial public benefit increasing the health, welfare and economic vitality of the community. The 13.6 acre waterfront park currently consists of public open space including boat ramps with trailer parking, tennis courts, fishing pier, playground, a landmark memorial to commemorate the late Dr. Martin Luther King Jr., covered pavilions and restroom facilities. The Project is broken into two phases. CMA led the development Phase I which included Information Gathering, Public Engagement, and Visioning for the Project. In addition to Visioning, our team conducted a marina market analysis, developed a maintenance and operations plan, and identified public/private partnerships and other means of financing the construction and operation of Currie Park as part of Phase I services. The CMA team identified and assisted the City/CRA in applying for a \$20.3 million Building Resiliency Grant offered through the Florida Department of Economic Opportunity. The project was awarded \$16.74 million of the grant request. The Vision Plan was approved by the CRA Board and Commission on June 1, 2021. CMA is currently planning Phase II activities which will include Construction Documentation, Permitting, and Construction Administration.



City of Westlake City-Wide Engineering Services

Westlake, Florida

Client

City of Westlake
Kenneth Cassel
210 N. University Dr., Suite 702
Coral Springs, FL 33072
(561) 227-2272 kcassel@westlakegov.com

Project Duration

2016 - On-going

Fee

\$1,172,844

CMA Staff

Suzanne Dombrowski, P.E., ENV SP; David Cowan, P.E.

Project Description

CMA is serving as City Engineer for the newly incorporated City of Westlake in Palm Beach County. CMA provides oversight and administration of engineering services, provides technical support for other City departments, assists in the site plan application and review process for engineering and landscape architecture design and overall quality control/quality assurance, including but not limited to technical review and approval of water, sewer, paving and drainage, landscape, hardscape and irrigation plans for compliance with applicable regulatory standards.



South Bermuda - Parkway Reuse Interconnect & Judge Farms Pipeline Project (Design and Construction)

Kissimmee, Florida

Client

Tohopekaliga Water Authority
Edwin Matos
951 Martin Luther King Blvd.
Kissimmee, FL 34741
(407) 944-5024 ematos@tohowater.com

Project Duration

2020 - On-going

Fee

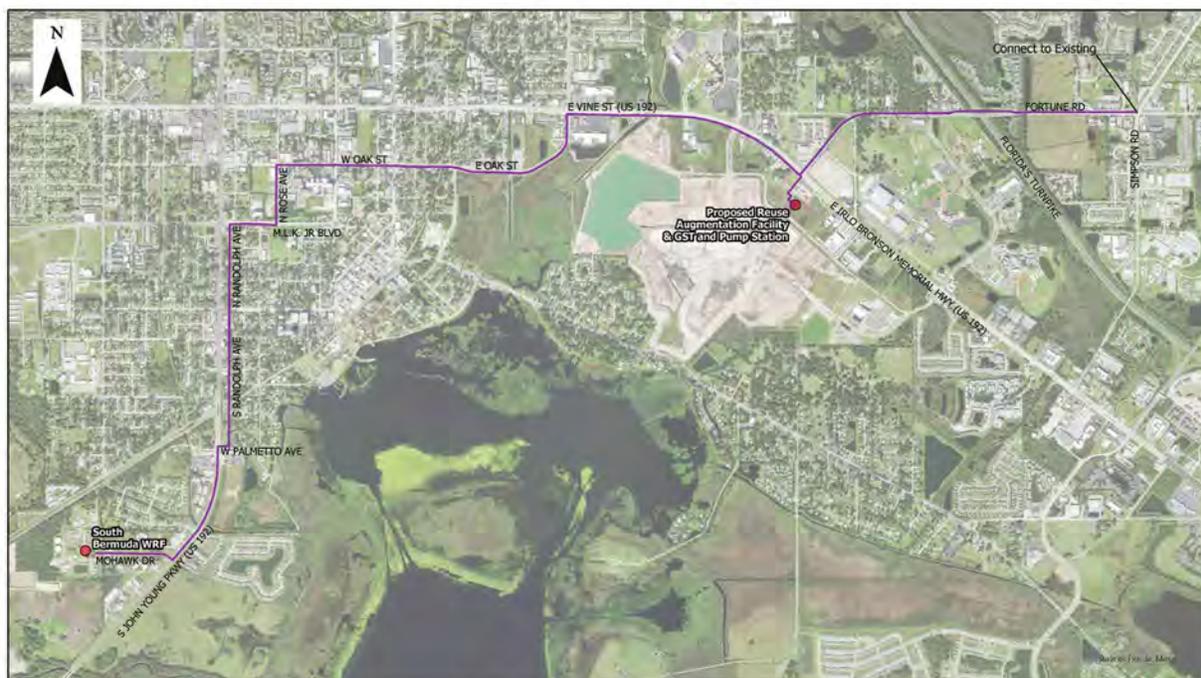
\$3,028,452

CMA Staff

Robert Best, Jr., P.E.

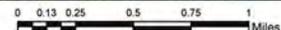
Project Description

CMA is providing professional services associated with the second phase of the South Bermuda-Parkway Reuse Interconnect and Judge Farms Pipeline Project. During this phase CMA will provide professional services for the surveying, geotechnical, design, permitting, and construction of approximately 8,000 LF of 20-inch and 3,000 LF of 12-inch reuse water transmission mains to interconnect the South Bermuda and Parkway Water Reclamation Facilities' reclaimed water systems. The previous phase encompassed the routing study and identified the preferred option.



South Bermuda-Parkway Reuse Interconnect and Judge Farms Pipeline Project
Kissimmee, FL 34744

CMA Project No. 588.001



Legend
— Proposed 20-inch Reclaimed Main



General Planning Services

Mangonia Park Vision, Comprehensive Plan & Land Development Regulations Mangonia Park , Florida

Project Completion Date

2020

Fee

\$45,000

Client

Town of Mangonia Park
Ken Metcalf, Town Manager
1755 East Tiffany Drive,
Mangonia Park, FL 33407
(561) 848-1235
kmetcalf@tompfl.com

Role

Prime

CMA Staff

Nilsa Zarcarias, AICP

CMA was contracted by the Town of Mangonia Park to update their comprehensive plan. The CMA planning team prepared the EAR based (Evaluation and Appraisal Review) Comprehensive Plan Amendment for the Town of Mangonia Park.

Florida Statutes require that each local government within the state must prepare, adopt, and submit an Evaluation and Appraisal Review of its comprehensive plan at least every seven years. This EAR based amendment should address changes in the state requirements and changes to local conditions since the last update of the comprehensive plan. In 2020, the Mangonia Park comprehensive plan prepared by the CMA planning team was adopted.

The Comprehensive Plan consists of the following elements:

- Introduction and Administration
- Future Land Use
- Transportation
- Housing
- Utilities
- Conservation
- Recreation and Open Space
- Intergovernmental Coordination
- Capital Improvement Element



Village of Tequesta LDRs Amendments, Form Based Code and Design guidelines, Beach Road Corridor Tequesta, Florida

Project Start/End Dates

2022

Fee

\$45,000

Client

Village of Tequesta
Jeremy Allen, Village Manager
345 Tequesta Drive
Tequesta, FL 33469
(561) 768-0465

CMA Staff

Nilsa Zarcarias, AICP
Lance Lilly
Sara Benbasat
McKenna Page

The Village of Tequesta Beach Road corridor has experienced redevelopment in recent years due to the increasing demand in the real estate market. This has triggered planning challenges such as zoning regulations, architectural design, streetscape considerations and others.

The CMA Team lead design workshops to listen to residents and plan for the future. The vision for the district is to maintain and enhance the dialogue between the built environment, the natural surroundings and its historical context. The CMA Team prepared Form Based Code and Design Guidelines that will strive to maintain and enhance the small village's way of life, urban character and scenic charm. The proposed Code encourage urban forms that provide human scale, and allow for an enriching and cohesive pedestrian experience throughout the Corridor.



Karen T. Marcus

County Commissioner

District 1

Board of County Commissioners

County Administrator

Robert Weisman



To Whom It May Concern:

It is my pleasure to write this letter on behalf of Nilsa Zacarias, AICP. Until recently, she has worked as a Long Range Planning Manager for the City of Palm Beach Gardens. Part of her responsibilities included monitoring land use changes on immediate areas adjacent to the City's boundaries, and follow-up on Palm Beach County initiatives involving the MPO (Metropolitan Planning Organization), and the Department of Housing & Community Development.

Nilsa's planning knowledge and proactive approach was instrumental in the process of updating the Western Northlake Boulevard Land Use Study. This study was prepared in 1998 involving Palm Beach County, City of West Palm Beach and the City of Palm Beach Gardens. Nilsa's leadership and organizational skills was an asset to advance the study to its final phase.

During her time as a planning manager, she represented the City of Palm Beach Gardens in various public hearings at the Board of County Commissioners. Her presentations have been highly professional and demonstrated her communication skills.

I have seen examples of Nilsa's planning knowledge, and she has consistently presented an ability to understand and respond to planning challenges and problems. If you have any questions regarding Nilsa's ability or this recommendation, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "KTM", followed by a horizontal line.

Karen T. Marcus
County Commissioner

KTM/pw

"An Equal Opportunity Affirmative Action Employer"

P.O. Box 1989 West Palm Beach, Florida 33402-1989 (561) 355-2201 FAX: (561) 355-6094

kmarcus@pbcgov.org

Village of Tequesta

345 Tequesta Drive
Tequesta, FL 33469



561-768-0700
www.tequesta.org

July, 27, 2020,

To Whom It May Concern:

Please accept this letter as my professional recommendation for Nilsa Zacarias, AICP, Principal of NZ Consultants, and her associate, Lance Lilly, Planner. Mrs. Zacarias was contracted by the Village of Tequesta to provide Planning and Zoning services in October 2010. Since then she has performed her duties as the Community Development Director in a professional, efficient and cost effective manner.

As the Community Development Director, Mrs. Zacarias has been responsible for directing, coordinating and administering the Community Development Department. Her professionalism and wide-ranging experience have been demonstrated to the benefit of the Village.

Mrs. Zacarias has consistently used her leadership, knowledge and people skills to provide a wide range of sometimes challenging local government planning services. Her responsibilities have included the review and processing of development projects including site plans, special exceptions, variances, and all other community development concerns. Mrs. Zacarias prepares and presents development projects to the Planning and Zoning Board and the Village Council. She has also been instrumental in code text amendments and updating the Village's Comprehensive Plan.

Mrs. Zacarias reviews major site plans for compliance with the Village's Code and coordinates the Development Review Committee (DRC). This process requires critical communication skills and successful interaction with owners, agents, attorneys, engineers, architects, landscape architects, and the general public. *Among her accomplishments is the development of a 96-Unit Senior Housing Facility, the Austrade Office Building, and the Chase Bank, as well as the redevelopment of a 105-Bed Rehabilitation Facility, the Tequesta Shoppes Plaza, and BB&T Bank.*

Mrs. Zacarias's long-range planning projects include:

- Annexation Strategic Plan Analysis, including community outreach and public participation.
- Community Rating System (CRS) Annual Update Report.
- 10-Year Water Supply Facility Work Plan in compliance with Florida Statutes.
- Evaluation and Appraisal Review (EAR-based) Comprehensive Plan Amendment which included *the review and update of all Elements' Goals, Objectives and Policies (GOPs) and Data and Analysis Documents, including Sea Level Rise and Sustainability principles*, in compliance with Florida Statutes.

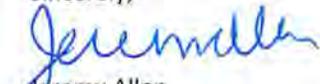
Vice-Mayor Kyle Stone
Council Member Frank D'Ambra

Mayor Abby Brennan
Village Manager Jeremy Allen

Council Member Laurie Brandon
Council Member Bruce Prince

Mrs. Zacarias's contributions to the Village of Tequesta's Planning and Zoning matters are numerous. She has consistently demonstrated her professionalism and understanding of local government and urban planning matters. She is wholeheartedly committed to advancing the Village's urban sustainable growth effort.

Sincerely,



Jeremy Allen
Village Manager



VILLAGE OF TEQUESTA

VILLAGE COUNCIL

ABBY BRENNAN
Mayor
abrennan@tequesta.org

KYLE STONE
Vice-Mayor
kstone@tequesta.org

LAURIE BRANDON
Council Member
lbrandon@tequesta.org

FRANK D'AMBRA
Council Member
fdambra@tequesta.org

BRUCE PRINCE
Council Member
bprince@tequesta.org

VILLAGE MANAGER

JEREMY ALLEN
jallen@tequesta.org
561.768.0465

To Whom It May Concern:

Please accept this letter as my professional recommendation for Nilsa Zacarias, AICP, Principal of NZ Consultants, and her associate, Lance Lilly, Planner. Mrs. Zacarias, a Land Planner, certified by the American Institute of Certified Planners, was contracted by the Village of Tequesta to provide Planning and Zoning services in October 2010. Since then, she has performed her duties as the Community Development Director in a professional, efficient and cost-effective manner.

As the Community Development Director, Mrs. Zacarias has been responsible for directing, coordinating and administering the Community Development Department. Her professionalism and wide-ranging experience have been demonstrated to the benefit of the Village.

Mrs. Zacarias has consistently used her knowledge, experience and communication skills to provide a wide range of planning services to the Village. Her responsibilities have included the review and processing of development projects including site plans, special exceptions, variances, and all other community development concerns. Mrs. Zacarias prepares and presents development projects to the Planning and Zoning Board and the Village Council. She has also been instrumental in code text amendments and updating the Village's Comprehensive Plan.

Mrs. Zacarias reviews major site plans for compliance with the Village's Code and coordinates the Development Review Committee (DRC). This process requires critical communication skills and successful interaction with property owners, agents, attorneys, engineers, architects, landscape architects, and the public. Among her accomplishments is the review and Council approval of the following new developments:

- Austrade office building,
- Pelican Square - a mixed-use initiative including residential and office space,
- and The Reserve – a 69-unit residential community.

In addition, she expertly handled the following redevelopment projects:

- Tequesta Shoppes Plaza,
- BB&T Bank,
- and Sea Glass – a nine story luxury residential condominium.

VILLAGE OF TEQUESTA

Page 2

Mrs. Zacarias's long-range planning projects include:

- Annexation Strategic Plan Analysis, including community outreach and public participation,
- 10-Year Water Supply Facility Work Plan in compliance with Florida Statute,
- Evaluation and Appraisal Review (EAR-based) Comprehensive Plan Amendment which included *the review and update of all Elements' Goals, Objectives and Policies (GOPs) and Data and Analysis Documents, including Sea Level Rise and Sustainability principles*, in compliance with Florida Statutes.

Mrs. Zacarias's contributions to the Village of Tequesta's Planning and Zoning matters are numerous. She has consistently demonstrated her professionalism and understanding of local government and urban planning matters. She is wholeheartedly committed to advancing the Village's urban sustainable growth effort.

Sincerely,



Abby Brennan
Mayor



Community Sustainability Department
Administration
1900 Second Avenue North
Lake Worth Beach, FL 33461
561-586-1687

July 27, 2020

RE: NZ Consultants – Lake Worth Beach Planning & Zoning Services

To Whom It May Concern:

This letter shall serve as a professional recommendation for Nilsa Zacarias, AICP, Principal of NZ Consultants. Ms. Zacarias has been contracted with the City of Lake Worth Beach for nearly six years to provide current and long-range planning assistance as well as neighborhood planning.

Over the course of the past six years, Ms. Zacarias has assisted the City with numerous significant projects including a complete update and needs analysis for the City's 2017 EAR Based amendments to its Comprehensive Plan and Future Land Use Map, several key recommendations on Land Development Regulation amendments and case studies related to new in-fill development as well as the development studies necessary to produce the City's "Envision" brochure on economic development. Her last project was the preparation of a city wide neighborhood planning initiative including a draft neighborhood planning document and survey.

Ms. Zacarias's contributions to the City's Planning & Zoning efforts have been numerous. She has consistently demonstrated her professionalism and understanding of the City's uniqueness and urban planning challenges. She has been truly committed to advancing the City's urban sustainable growth effort and has worked well with multiple staff members across many departments

The City has been very fortunate to have Ms. Zacarias as a consultant and will benefit from her contributions for many years to come.

Sincerely,


William Waters (Jul 27, 2020 14:04 EDT)

William Waters, AIA, NCARB, LEED AP BD+C, ID, SEED

Community Sustainability Director

Ltr.NZ Consultants.07.27.2020

Final Audit Report

2020-07-27

Created:	2020-07-27
By:	Sherie Coale (scoale@lakeworthbeachfl.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAApLHdXBlexTRs-s0Gb3UT8dzi8x_2VqOT

"Ltr.NZ Consultants.07.27.2020" History

-  Document created by Sherie Coale (scoale@lakeworthbeachfl.gov)
2020-07-27 - 5:59:15 PM GMT - IP address: 151.132.104.193
-  Document emailed to William Waters (wwaters@lakeworthbeachfl.gov) for signature
2020-07-27 - 6:00:37 PM GMT
-  Email viewed by William Waters (wwaters@lakeworthbeachfl.gov)
2020-07-27 - 6:04:17 PM GMT - IP address: 151.132.104.193
-  Document e-signed by William Waters (wwaters@lakeworthbeachfl.gov)
Signature Date: 2020-07-27 - 6:04:31 PM GMT - Time Source: server- IP address: 151.132.104.193
-  Signed document emailed to Sherie Coale (scoale@lakeworthbeachfl.gov) and William Waters (wwaters@lakeworthbeachfl.gov)
2020-07-27 - 6:04:31 PM GMT



4. Key Staff Experience and Qualifications



KEY STAFF EXPERIENCE AND QUALIFICATIONS

CMA has assembled a team of professionals and technicians with experience and expertise in the areas required to meet the goals and objectives of this contract for the City of Vero Beach. For detailed information please refer to our team’s resumes following this section.



Cristobal “Cris” Betancourt, PLA, AICP is CMA’s Vice President of Landscape Architecture and Planning. He has experience providing planning and landscape architecture design solutions for public and private sector clients. His team provides a full range of services starting with due diligence and master planning culminating in detailed site design. He is well versed in the use of low-impact development techniques specifically applied to site planning, has knowledge of local municipal codes, and is proficient in Florida’s plant palette, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. **Mr. Betancourt will serve as Principal-in-Charge for this contract.**



Nilsa Zacarias, AICP is Director of Planning and a Principal Planner with CMA’s planning team. She is a nationally and internationally recognized professional and Fulbright Scholar with over 25 years of experience working on challenging and complex planning initiatives. She has provided planning and public engagement services to multiple local governments throughout Palm Beach County, the Treasure Coast, and South Florida in general. Her planning team consists of professional urban planners with years of experience and in-depth knowledge of land use planning including local codes and Florida statutes, including the City of Vero Beach. **Ms. Zacarias will serve as Project Manager for this contract.**



John Gorham, PLA is a Principal Landscape Architect with CMA’s landscape architecture team. Starting his career as a county park planner, his diverse experience includes design, grant writing, public involvement, and project management. Mr. Gorham also has experience in the construction of underground utilities, paving and stormwater facilities providing him broad experience in urban design, site planning, and development for a wide variety of public and private sector projects throughout Florida. John currently leads the design of Gaines Park Community Center and Tennis Center Renovation for West Palm Beach. **Mr. Gorham will serve as QA/QC for this contract.**



Lance Lilly is a Senior Planner for CMA’s planning team. He is completing his fifth year in public sector land planning and project management in South Florida. As Planner for the Village of Tequesta, Mr. Lilly has experience in comprehensive planning, preparation of design guidelines, zoning review, and site plan development review in municipal planning. Mr. Lilly has represented the Community Development Department at public hearings. **Mr. Lilly will serve as Senior Planner for this contract, providing planning and land development regulation services as needed.**



McKenna Page is an Associate Planner with CMA’s planning team. Ms. Page is currently assisting with GIS mapping, company marketing, and research. Ms. Page is proficient in the use of multiple programs including Sketchup, GIS, and AutoCAD. Ms. Page’s skill with these programs is an important communication tool for design



charrettes, neighborhood participation initiatives and visioning plans. McKenna currently serves as a Planner for the City of Westlake and performs site plan reviews. **Ms. Page will serve as GIS Planner for this contract, providing planning, and comprehensive planning services as needed.**



Sara Benbasat is an Urban Planner for CMA's planning team. Sara has experience with site plan development review in municipal planning. Sara prepared design guidelines for the Village of Tequesta. Also, she reviewed Historical Preservation applications for the City of Lake Worth Beach. Ms. Benbasat also has contributed to staff reports, project proposals, conceptual renderings, and company marketing. **Ms. Benbasat will serve as Associate Planner for this contract, providing historic preservation services as needed.**



Pamela Chanitz serves as Project Planner for CMA's planning team. She has more than 15 years of experience in public sector land planning and project management in South Florida. As a planner, Ms. Chanitz has extensive experience in comprehensive planning, zoning code development and amendment, zoning review and site plan development review in municipal planning. Ms. Chanitz has represented municipal governments in minor conditional use petitions and code enforcement hearings. **Ms. Chanitz will serve as Project Planner for this contract, providing land development regulation services as needed.**



M. Stefan Bortak, PLA, ASIC, CID is a Senior Landscape Architect and Certified Irrigation Designer with CMA's landscape architecture team as one of CMA's top designers. He leads the design of park facilities preparing landscape, hardscape, and irrigation plans from concept to construction documents; irrigation master plans, irrigation audits, water use permitting, irrigation distribution plans; water use permits; water use analysis; LEED documentation and calculations. Mr. Bortak is well versed in the use of low-impact development techniques specifically applied to site planning, and has extensive experience with parks and recreation facilities throughout Florida for public and private sector clients, providing design, permitting, and construction observation services for many types of improvements, including athletic fields; pedestrian, bicycle; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheatres; landscape; hardscape; and irrigation. **Mr. Bortak will serve as Senior Landscape Architect for this contract, providing landscape architecture services as needed.**



J. Amber Mathis, PLA is a Senior Landscape Architect with CMA's landscape architecture team. Her previous experience includes serving as the City Horticulturist for the City of Gainesville where she developed and implemented the City's tree planting programs; coordinated the installation and maintenance of young trees on City property; supervised assigned employees; inspected tree removal permits; assisted in shade tree inspections for new development; assisted with Code Enforcement inquiries regarding tree regulations; coordinated with the CRA and the Public Works Department on capital improvement projects to include design, development and inspection; and wrote, coordinated and oversaw professional service contracts. She also served as the director of Horticulture for the Norton Museum of Art where she oversaw the execution, managed, and maintained the museum's public garden. **Ms. Mathis will serve as Landscape Architect for this contract, providing landscape architecture services as needed.**



Jinna Cooper is a Landscape Designer with CMA’s landscape architecture team. She provides design and production support to the team responsible for producing plan and section renderings and graphics, and realistic 3D renderings and fly-through videos. Ms. Cooper is proficient in Florida’s plant palette, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. She also has experience with LEED and WELO water efficiency design. She is well versed in the use of low-impact development techniques specifically applied to site planning, and has experience with parks and recreation facilities throughout Florida for public and private sector clients. ***Ms. Cooper will serve as Landscape Designer for this contract, providing landscape architecture services as needed.***



Yan Chen is a Landscape Designer with CMA’s landscape architecture team. She provides design and production support to the team responsible for producing plan and section renderings and graphics, realistic 3D renderings and fly-through videos. Ms. Chen is proficient in Florida’s plant palette, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. Ms. Chen specializes in Land F/X; Adobe (Photoshop, Illustrator, InDesign); Google SketchUp; Lumion; ArcMap; and GEOPAK V8i. ***Ms. Chen will serve as Landscape Designer for this contract, providing Visualization services as needed.***



Brian Voelker, M.S., SWPS, C.A., CLI is a Senior Environmental Scientist for CMA’s environmental team, specializing in natural resource assessments and permitting, as well as certified arborist services. He provides numerous ecological services to clients, including the following: wetland delineation, function evaluation, mitigation design, monitoring, and permitting; upland habitat assessments; coastal habitat assessments and permitting; marine and estuarine habitat assessments and permitting; protected wildlife assessments and permitting; GPS data collection/mapping and GIS database development; NEPA document preparation and oversight; sediment and erosion control monitoring. ***Mr. Voelker will serve as Senior Environmental Scientist for this contract, providing environmental planning services as needed.***



Robert Best, Jr., P.E. is a Principal Engineer for CMA and the Orlando (Maitland) Office Leader. Mr. Best has 19 years of experience, specializing in project management, study, design, and construction services in the areas of utilities, transportation, stormwater, and land development. This includes the analysis, design, and permitting of water distribution systems, wastewater collection systems, water reuse systems, roadways, stormwater systems/components, and development sites. Mr. Best’s expertise includes hydraulic analysis; master planning and demand analysis; design of watermains, gravity sewers, force mains, pump stations, and treatment plant components; signing and pavement marking design; transportation corridor evaluations; stormwater analysis, design, and permitting; grading design; and site evaluation. ***Mr. Best will serve as Senior Engineer for this contract, providing infrastructure engineering services as needed.***



Jennifer Smith, P.E. serves as a Principal Engineer for CMA’s engineering team and has the technical experience necessary to accomplish the project goals related to the final deliverable. She has over 16 years of experience in civil engineering design, drafting, permitting, and construction inspection. Her design experience includes paving, drainage, stormwater management, water, sewer, and roadway design. She has prepared engineering drawings, cost evaluations, design reports, and various permit applications. She has been responsible for stormwater modeling and permitting on diverse public projects. **Ms. Smith serve as Senior Engineer for this contract, providing GIS engineering services as needed.**



Benjamin Lehr, P.E., DBIA, LEED AP serves as Director of Transportation for CMA’s transportation engineering team. He is responsible for the pursuit and delivery of transportation related public improvement projects in Florida and Georgia. He has 22 years of experience in project oversight, management and structural design for numerous transportation related projects in Florida, Georgia, Mississippi, South Carolina, North Carolina, Texas, Virginia, West Virginia and Ohio. **Mr. Lehr will serve as Senior Engineer for this contract, providing transportation engineering services as needed.**



Suzanne Dombrowski, P.E., ENV SP is a Principal Engineer and West Palm Beach Office Leader with CMA. She holds a bachelor’s degree in civil engineering and a master’s degree in engineering with a specialization in civil engineering from the University of Florida. Ms. Dombrowski has managed a wide range of municipal utility, drainage, and roadway projects from the planning stages throughout construction. She also designs the site civil improvements for both public and municipal facilities. Throughout her career in Palm Beach County, Ms. Dombrowski has developed relationships with the local regulatory agencies, municipalities, special districts and contractors that facilitate the design, permitting and construction of her projects. Ms. Dombrowski has also managed a variety of subconsultants for multi-disciplinary projects under continuing services contracts. **Ms. Dombrowski will serve as Senior Engineer for this contract.**



David Cowan, Jr., P.E., ENV SP, LEED AP is a senior engineer in our West Palm Beach office. Mr. Cowan has over 10 years of experiences and holds a bachelor’s and master’s degree in civil engineering with a water resource focus. Mr. Cowan specializes in the renovation and design of water/wastewater pump facilities and water/wastewater conveyance and distribution systems. He also has experience with long term planning projects and capital improvement planning and condition index observations. He also has past experience with stormwater management on both watershed level and site development. **Mr. Cowan will serve as Senior Engineer for this contract.**



Key Staff

Planning and Landscaping
Lance Lilly - Senior Planner
Sara Benbasat - Associate Planner & Urban Design
McKenna Page - GIS Planner
Stefan Bortak, PLA, ASIC, CID - Senior Landscape Architect
Amber Mathis, PLA - Project Landscape Architect
Jinna Cooper - Landscape Designer
Yan Chen - Visualizations

Engineering
Suzanne Dombrowski, P.E., ENV SP - Engineer
David Cowan, Jr., P.E., ENV SP, LEED AP- Engineer
Robert Best, Jr., P.E. - Senior Infrastructure Engineer
Jennifer Smith, P.E. - GIS Engineer
Benjamin Lehr, P.E., DBIA, LEED AP - Senior Transportation Engineer

Land Development Regulations
Pamela Chanitz - Project Planner
Lance Lilly - Senior Planner

Environmental Planning
Brian Voelker, M.S., SWPS, C.A., CLI - Senior Environmental Scientist

Cristobal A Betancourt, PLA, AICP
Vice President of Landscape
Architecture/Planning

Hire Date: 02/14/2011

Years with other firms: 16

Education

Bachelor of Science,
Landscape Architecture,
Cornell University, 1995
Master of Science, Urban
Design, Royal Danish
Academy of Fine Arts,
School of Architecture, 1996

Registration

Registered Landscape
Architect, Florida,
LA6666941, 2008
Registered Landscape
Architect, New Jersey,
AA000949, 2006
Registered Landscape
Architect, New York, 001959,
2005

Professional Affiliations

American Planning
Association
American Society of
Landscape Architects
Florida Recreation and Park
Association
National Recreation and
Park Association
Urban Land Institute

Certifications

American Institute of
Certified Planners
Council of Landscape
Architectural Registration
Board

Mr. Betancourt is CMA's Vice President of Landscape Architecture and Planning. He has experience providing planning and landscape architecture design solutions for public and private sector clients. His team provides a full range of services starting with comprehensive plan, land development regulations, due diligence and master planning culminating in detailed site design. He is well versed in the use of low-impact development techniques specifically applied to site planning, has knowledge of local municipal codes, and is proficient in Florida's plant palette, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. Mr. Betancourt leads multi-discipline teams for parks and recreation facilities throughout Florida, providing design, permitting, and construction observation services for many types of improvements, including athletic fields; pedestrian, bicycle, and equestrian trails; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheaters; landscape; hardscape; and irrigation.

Project Experience

Hawthorne Rd Corridor Land Use Planning and Improvements. Gainesville Community Redevelopment Agency. CMA was contracted by the Gainesville Community Redevelopment Agency to create this visioning document for the Hawthorne Road Corridor from the Eastside Gateway feature (at approximately SE 14th Street) to SW 24th Street. This task included three main sub-tasks:

- Assess the infrastructure in the corridor and identify any deficient infrastructure that could impede redevelopment;
- Analyze current and future land uses and zoning to identify where current uses or zoning could impede redevelopment of adjacent parcels, and;
- Provide a Final Concept Plan for the Corridor to include overall pedestrian, bicycle, and motor vehicle circulation; hardscape treatments (paving, bus shelters, benches, trash receptacles, etc); lighting standards; and signage.

Currie Park – Phase I Visioning Plan, West Palm Beach, FL. CMA is the prime consultant leading the redevelopment of Currie Park for the City of West Palm Beach. The project aims to enhance a public asset to provide a substantial public benefit increasing the health, welfare and economic vitality of the community. The 13.6 acre waterfront park currently consists of public open space including boat ramps with trailer parking, tennis courts, fishing pier, playground, a landmark memorial to commemorate the late Dr. Martin Luther King Jr., covered pavilions and restroom facilities. The Project is broken into two phases. CMA led the development Phase I which included Information Gathering, Public Engagement, and Visioning for the Project. In addition to Visioning, our team conducted a marina market analysis, developed a maintenance and operations plan, and identified public/private partnerships and other means of financing the construction and operation of Currie Park as part of Phase I services. The CMA team identified and assisted the City/CRA in applying for a \$20.3 million Building Resiliency Grant offered through the

Florida Department of Economic Opportunity. The project was awarded \$16.74 million of the grant request. The Vision Plan was approved by the CRA Board and Commission on June 1, 2021.

Sunset Park Master Plan, Hollywood, FL. Sunset Park is approximately 45 acres and is buffered by vegetation along the property perimeter, contains limited vegetation in the interior, and contains water bodies that were formed as part of the original golf course use. The site is known to have arsenic contamination from the previous land use as a golf course. The site was acquired through the use of General Obligation Bonds for conversion to a natural resource park. Chen Moore and Associates is providing professional services to the City of Hollywood Parks, Recreation, and Cultural Affairs (PRCA) to analyze existing site conditions; develop Preliminary Master Plans for the park; provide an Opinion of Probable Cost; and provide a preliminary funding strategy for the execution of the future project.

City of Hollywood Parks & Recreation Master Plan. CMA supported Barth Associates in developing the City of Hollywood Parks, Recreation and Open Space Master Plan. CMA performed site visits to each of the system's parks facilities, evaluated the physical condition of each, and scored the parks based on criteria developed utilizing Barth Associates High Performance Public Spaces criteria. CMA developed recommendations for each facility based on the current state of the City's needs and developed an executable implementation strategy for Coconut Creek. CMA adhered to the Commission for Accreditation of Park and Recreation Agencies (CAPRA) National Accreditation Standards in the development of the Master Plan. Additionally, CMA developed detailed parks concepts for select facilities as requested by the City of Hollywood and studied available opportunities to connect the parks system via trails and bicycle facilities.

Doral White Course Park, Doral, FL. CMA is providing architecture and engineering services and related disciplines for the City of Doral, Florida. CMA will prepare full design documents, permitting, bid support and construction administration support services for a new 2.7ac. (approximate) park on the north side of NW 41st Street and approximately at the theoretical NW 84th Avenue, within the Downtown Doral South development. The park will include a shaded playground, a flexible event plaza, outdoor fitness stations, an off-leash fenced dog area, multi-purpose greenspace, a restroom building with IT closet, rain gardens picnic shelters, space for public art, walkways and lighting. CMA's scope of services includes Design Development, Construction Documents, Bidding and Permitting, and Construction Administration.

City Park Master Plan - Splash Pad, Oakland Park, FL. The City's Collins Central (City) Park consists of +/- 19.7 acres including several existing parks and municipal facilities. Those facilities include a community center, public works operations center and Fire Station No. 9. As part of the master planning effort led by Zyscovich Architects, the public works facility and the fire station shall be relocated in a site reconfiguration within the southern half of the site (+/- 9 acres). The master planning effort shall include a splash pad and other site amenities to promote pedestrian and overall park connectivity. The City of Oakland Park has asked for a proposal to prepare three (3) concepts for the splash pad component of the project. The concepts will be presented to municipal officials, the master planning team and the public for input. Upon receiving input, the CMA team shall provide civil engineering and landscape architecture services to prepare final plans and specifications for the splash pad, noting that the exact location will shift based on the development of the master plan efforts for City Park.

Gaines Park - Community and Tennis Center, West Palm Beach, FL. The project scope assumes total renovation of the community center including the demolition and reconstruction of significant portions of the current building, as well as the design of a new tennis center incorporating six (6) tennis courts and four (4) to six (6) pickle ball courts. CMA's scope of work includes preparation of the project site plan; civil design; utilities design and permitting; landscape design; and supporting permitting and construction administration services. CMA assumes the project will require new utility connections to the buildings, pedestrian connection adjustments, resurfacing and restriping of the existing parking areas; hardscape, landscape, wayfinding, and irrigation improvements; and modification of the stormwater infrastructure.

Nilsa Zacarias, AICP
Project Manager

Hire Date: 07/27/2009
Years with other firms: N/A

Education

Master of Science, Master of Community and Regional Planning Minor in Housing, Iowa State University, Fulbright Scholar, Bachelor of Architecture, Catholic University Asuncion, Paraguay

Professional Affiliations

CTM, Toastmasters International
Fulbright Alumni Association
Historical Preservation Board, Town of Jupiter
Palm Beach Planning Congress
Planning & Zoning Commission, Town of Jupiter

Certifications

Certified Planner by the American Institute of Certified Planners (AICP)

Presentations at Conferences

Urban Planning and Public Participation. Lecture at the Catholic University, Paraguay, South America, March 2022
Our Cities Post Pandemic Reality: How Land Use and Design Are Defining Our "New Normal." American Planning Association Florida Chapter Conference (FAPA), Miami, Florida – September 2021
The Critical Role of Land Use Compatibility: Amazon Distribution Center in Village of Golf. Planning Challenges Seminar. The Palm Beach County Planning Congress, July 2021.

Nilsa Zacarias, AICP is CMA's Principal Planner. She is a nationally and internationally recognized professional and Fulbright Scholar with over 25 years of experience working on challenging and complex planning initiatives including Comprehensive Planning, Public Engagement, Land Development Regulations, Annexations, Corridor and Neighborhood Plans. She has an in-depth knowledge of Florida Statutes and required process to transmit and adopt a Comprehensive Plan.

Project Experience

Comprehensive Plan Amendments & Evaluation Appraisal Reviews (EAR)

- Town of Lake Park, EAR-based Comprehensive Plan Update (on-going)
- Town of Manalapan, EAR-based Comprehensive Plan Update (on-going)
- Town of Mangonia Park, EAR-based Comprehensive Plan Update
- City of Lake Worth Beach, EAR-based Comprehensive Plan Update; FLUM and Rezoning analysis, staff report and LOS analysis
- City of Westlake, Comprehensive Plan, new City in Palm Beach County
- City of Vero Beach, EAR-based Comprehensive Plan Update
- Village of Tequesta, EAR-based Comprehensive Plan Update
- City of Delray Beach, EAR-base Comprehensive Plan Update: NZC prepared Healthy Communities Element
- City of Palm Beach Gardens, EAR-base Comprehensive Plan Amendments
- City of Sebastian, EAR-base Comprehensive Plan Update: NZC prepared Green Economic Development and facilitated public outreach
- Town of Juno Beach, EAR-base Comprehensive Plan Amendments
- Town of Manalapan, Future Land Use Element, Text and Map Amendments
- City of Palm Beach Gardens, Future Land Use Text Amendment, Parcel SA, 80-acres
- City of Ft. Pierce, Future Land Use Map Amendment for 49 acres and LOS Analysis

Land Development Regulations, Zoning Code Revisions

- Town of Palm Beach, Zoning Code Reviews and Graphics (on-going)
- Village of Tequesta, In-depth review of LDRs, council workshops, Design Guidelines for R-3 zoning district; and Zoning Code Amendments
- City of Lake Worth Beach, LDRs Graphic Interpretation and Public Forums
- City of Westlake, new LDRs, new City in Palm Beach County incorporated in 2016
- Town of Sewall's Point, Sign Code Review and Amendment
- Town of Melbourne Beach, LDRs reviews and Code Updates
- Town of Mangonia Park, Code Analysis, Workshop with Council and Code Updates
- City of North Bay Village, Mixed-Use District/ Kennedy Causeway Code Amendments
- Town of Manalapan, Zoning Administrator: Code Review and Updates

Visioning, Public Forums, Master Plans, Charrettes and Neighborhood Plans

- Visioning for Comprehensive Plans: Tequesta, Westlake, Mangonia Park, Lake Worth Beach, City of Sebastian, City of Vero Beach
- Village of Tequesta, Visioning and Community Outreach, Parks Master Plan
- City of Lake Worth Beach, LDR Public Forums; 18 Neighborhood Plans

- Village of Tequesta, Community Outreach and Workshops with Unincorporated Areas.
- Town of Manalapan, Public Workshops to enhance AIA Corridor.
- City of Deerfield Beach CRA, Cove Shopping Center: Charrette and Master Plan
- City of North Bay Village, City Wide Charrette Master Plan, and Kennedy Causeway Aesthetic Improvement
- City of Homestead, Northwest Neighborhood Redevelopment Plan
- City of Oakland Park, Lakeside Estates Master Plan Charrette.
- City of Palm Beach Gardens, Briger Design Workshop, and Transit Oriented Development (TOD) Charrette
- Future Land Use
- Recreation & Open Space
- Capital Improvement
- Housing
- Utilities
- Conservation
- Intergovernmental Coordination
- Coastal Management
- Transportation

Annexation Studies and Initiatives

- City of Lake Worth Beach, Lake Worth Park of Commerce Interlocal Service
- Boundary Agreement (ISBA)
- City of Delray Beach, ISBA Report and Public Workshops with Residents
- Village of Tequesta, Annexation Strategic Plan including: revenue & expenditure analysis; Community Outreach Program; and, processing with Palm Beach County
- City of Palm Beach Gardens: Comprehensive Annexation Study

Development Applications and Site Plan Reviews

- City of Westlake, Site Plan Reviews, Staff Reports, and Presentation to City Council
- City of Delray Beach, Site Plan Reviews, Development Review Committee, and Staff Reports for mixed used developments; Uptown Atlantic, Delray Preserve
- Town of Melbourne Beach, Site plan reviews, and staff report preparation
- Town of Manalapan, Site plan, and architectural reviews of high-end residences
- Village of Tequesta, Site Plan Reviews, Development Review Committee, Staff Reports, and Presentation to Village Council: Rehabilitation Center, Private Elementary School, Master Plan for a Boarding School, Religious Buildings, Residential applications (Multilevel Buildings, Townhomes and Single Homes), and Commercial Developments (Banks, Shopping Plazas, Stand-alone Restaurants, and Office Buildings)
- Town of Mangonia Park, Site Plan Reviews, Development Review Committee, Staff Reports, and Presentation to Town Council
- City of North Bay Village, Site Plan Review of multistory and mixed-use buildings
- Village of Wellington, Variance Application representing Horses Forever LLC.

10-Year Water Supply Work Plans, Conservation, and Other Planning Initiatives

- City of Port St. Lucie, Action Plan for Conservation Lands (On-going)
- Village of Tequesta, 10-Year Water Supply Work Plan, Stormwater Non-Advalorem Impervious Calculations; Community Rating System (CRS) Program
- Town of Manalapan, Community Rating System (CRS) Program, 10-Year Water Supply Work Plan
- City of Westlake, 10-Year Water Supply Work Plan, Capital Improvement Element
- Town of Mangonia Park, 10-Year Water Supply Work Plan
- City of Palm Beach Gardens, 10-Year Water Supply Work Plan; Capital Improvement Element; Western Northlake Corridor Land Use Study

John Gorham, PLA
Principal Landscape Architect

Hire Date: 02/12/2018

Years with other firms: 33

Education

Bachelor of Arts, Landscape
Architecture, University of
Florida, 1985

Registration

Registered Landscape
Architect, Florida,
LA0001237, 1988

Professional Affiliations

American Society of
Landscape Architects
Florida Planning and Zoning
Association

Mr. Gorham is a Principal Landscape Architect with CMA's landscape architecture team. Starting his career as a county park planner, his experience includes diverse experience in design, grant writing, public involvement, project management and FDOT landscape architecture. Mr. Gorham also has experience in the construction of underground utilities, paving and stormwater facilities providing him broad experience in urban design, site planning, and development for a wide variety of public and private sector projects throughout Florida. In addition, John has served on a state level, participating on the Governor's Stormwater Task Force, FDEP's Stormwater Treatment Technical Advisory Committee, and the Florida Board of Landscape Architects. Mr. Gorham is proficient in Florida's plant palette, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. He has experience in the use of low-impact development techniques specifically applied to site planning and has extensive experience with parks and recreation facilities throughout Florida, providing design, permitting, and construction observation services for many types of improvements, including athletic fields; pedestrian, bicycle, and equestrian trails; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheaters; landscape; hardscape; and irrigation.

Project Experience

City of Westlake City Engineering Services. CMA is providing engineering and landscape architecture services for the City of Westlake. The scope includes review of permit applications; review of plans for the development within in the entire city limits; coordination with the City's planner; coordination with the City's staff members; and coordination with Seminole Improvement District whose jurisdictional boundary coincides with the City.

Oak Grove Park - Soccer Field Improvements, Miami, FL. Design, permitting, and construction administration for improvements to Oak Grove Park located at 690 NE 159th Street, Miami, FL. The facility is owned and operated by Miami Dade County.

SunTrax Visioning, Polk County (FTE), Auburndale, FL. CMA provided landscape architecture services for the Florida Turnpike Enterprise (FTE). The project scope was to lead all design and production efforts for this work assignment which included entry road and roundabout concepts, "SunTrax branding signage", landscape, hardscape, and lighting. Other tasks included preparation of irrigation feasibility study and lighting analysis reports. The team presented the SunTrax concepts to the Turnpike CEO and Turnpike Program Management, in which they approved the concepts unanimously and commended our team on as doing a... "phenomenal job".

I-4 Ultimate Project, Orlando, FL. CMA is part of the design-build team working to complete the I-4 Ultimate project. Our experienced staff, working with the Landscape Architect of Record, conduct field reviews to observe layouts and

make recommendations on adjustments for utilities, sign view zones, stormwater management facilities, and other infrastructure. The complexity of the project requires adaptations of the design, which often changes to respond to field conditions and local preferences. This effort is ongoing throughout the Orlando metropolitan area from the resort areas southwest of downtown, to the quiet rest area north of Altamonte Springs.

Turnpike GEC LA Services (FTE), FL. Florida Turnpike Enterprise General Engineering Contract. CMA is a subconsultant to HNTB on the General Engineering Contract for the Florida Turnpike Enterprise. CMA provides support to the District Landscape Architect's office in developing, managing, and implementing the five year landscape work program; landscape architectural design; updates and management of the FTE branding document; master planning of the FTE's landscape design; design for special assignments such as Suntrax, SR528, Coral Way Park, and interchange design for multiple locations; plans review; post design services; and landscape inventory utilizing ESRI GIS Collector to manage FTE's landscape assets.

Gaines Park - Community and Tennis Center, West Palm Beach, FL The project scope assumes total renovation of the community center including the demolition and reconstruction of significant portions of the current building, as well as the design of a new tennis center incorporating six (6) tennis courts and four (4) to six (6) pickle ball courts. CMA's scope of work includes preparation of the project site plan; civil design; utilities design and permitting; landscape design; and supporting permitting and construction administration services. CMA assumes the project will require new utility connections to the buildings, pedestrian connection adjustments, resurfacing and restriping of the existing parking areas; hardscape, landscape, wayfinding, and irrigation improvements; and modification of the stormwater infrastructure.

Casselton Drive Streetscape Improvements, Casselberry, FL. CMA was a subconsultant to Geosyntec providing landscape and irrigation design services for the Casselton Drive Streetscape Improvement project located in Casselberry, FL. The Casselton Drive streetscape had Low Impact Design Components, like bio-swales, that functioned with the proposed landscape. This project consisted of sustainable Florida Friendly plantings that required little irrigation once established.

CERP Florida Keys Tidal Restoration, Marathon, FL. The project consists of two (2) proposed tidal connections between Florida Bay and the Atlantic Ocean via culverts crossing Overseas Highway (US Highway 1), located within the City of Marathon in Monroe County, Florida. The first location is Unnamed Creek between Fat Deer Key and Long Point Key, south of Mile Marker 56 (width 450 feet) and the second location is a tidal connection adjacent to Little Crawl Key (width 300 feet). CMA's role shall be the civil engineer and landscape architect of record.

Aviation Blvd Roadway and Hardscape Improvements, Marathon, FL. CMA prepared roadway and hardscape plans for over two miles of Aviation Boulevard including a segment of 107th Street which is adjacent to the regional airport in the City of Marathon. The project considered the shift of the existing roadway centerline to accommodate a shared 8' shared path that includes specialty lighting, hardscape elements including benches, pavers and landscaping at various areas along the road. Traffic calming elements including speed humps were implemented. The project also included geometric modifications to the roadway along with considerations for existing utilities and stormwater. In addition, the project ties the existing path along Overseas Highway on the north and south side of the airport. The project is a FDOT LAP funded project and CMA's services included schematic, conceptual and final roadway design and government permitting as well as hardscape and landscape architecture design.

TWO 05 - C9Z63 - Design Landscaping Services for I-75 (SR 93) at CR 769 (Kings Hwy) - C9Z63 - FDOT D1 - FM No. 438996-1-52-01. CMA is providing professional services for FDOT District 1, as part of a continuing services contract for "Districtwide Landscaping". This task work order is for landscape improvements associated with the interchange of I-75 and King's Highway. CMA's scope includes tree disposition, landscape and irrigation design, and MOT.



Lance Lilly
Senior Planner

Hire Date: 09/28/2016

Years with other firms: N/A

Education

Master of Science, Master of
Urban and Regional
Planning, Florida Atlantic
University

Professional Affiliations

Palm Beach Planning
Congress

Lance Lilly has more than 6 years in public sector land planning and project management in South Florida. As a CMS Planner he provides services for the Village of Tequesta, City of Ft. Pierce, City of Westlake and others. Mr. Lilly has experience in comprehensive planning, zoning review and site plan development review in municipal planning. Mr. Lilly has represented the Community Development Department at public hearings.

Project Experience

City of Westlake

Zoning reviews for building permits and zoning related calls.

City of Ft. Pierce

Zoning reviews for building permits (single family and landscape)

Village of Tequesta

Public Participation and Design

- Design Guidelines for the Beach Road Corridor
- Parks Master Plan
- Commercial Corridor Master Plan

Review & Permitting

Site plan and zoning review of residential, commercial, and sign permitting applications; processing of administrative site plan modifications, special events and variance applications for the Village of Tequesta, including the following development reviews:

- BB&T Bank: Site 1 and Site 2
- 9 Story-Residential Condominium Building "SeaGlass"
- 69 Townhomes The Reserve; Mixed Used Development "Pelican Square"
- Tequesta Office Building
- Various minor site plan modifications, variances, and special exception uses

Comprehensive Plan Amendments and Evaluation and Appraisal Review and GIS Mapping

Village of Tequesta, 2016 EAR based Comprehensive Plan Update and Map Series.

Land Development Regulations

Writing of serval ordinances to amend the Land Development Regulations

Water Supply Planning

Assistance in water supply planning for the Village of Tequesta Annexation

Prepared a strategic annexation plan for the Village of Tequesta, including three phases.

Town of Palm Beach

- Site Plan Reviews
- Comprehensive Planning

McKenna Page
GIS Planner

Hire Date: 07/11/2022

Years with other firms: N/A

Education

Bachelor of Arts, Urban and
Regional Planning, Florida
Atlantic University, 2022

McKenna Page's passion for data analysis and GIS mapping are key attributes to a successful Comprehensive Plan. She had prepared outstanding map series to comply with Florida Statutes requirements.

Project Experience

Village of Tequesta

Beach Road Workshop

Conducted existing conditions analysis and R-3 zoning district code research. Prepared Power-Point presentations for workshop with residents. Participated in an interview with the Assistant Chief of Police about corridor safety.

Development Review and Permitting

Assisted in the site plan review process for proposed Savoy building.

Town of Lake Park

Conducted history and demographic research for Town of Lake Park Comprehensive Plan Evaluation and Appraisal Review (EAR).

Graphics

Ms. Page is proficient in the use of multiple programs including Sketchup, GIS, and AutoCAD. Ms. Page's skill with these programs is an important communication tool for design charrettes, neighborhood participation initiatives and visioning plans.

GIS Mapping

Town of Palm Beach Building Height Definition Map

Treasure Coast Regional Planning Council (TCRPC)

Preparing maps and data table for 107 TOD stations based on ArcGIS
Business Analyst



Sara Benbasat
Associate Planner & Urban
Design

Hire Date: 08/16/2021

Years with other firms: 0

Education

Bachelor of Science,
Bachelor of Urban Design,
Florida Atlantic University, 0

Professional Affiliations

Palm Beach Planning
Congress

As an Urban Planner for NZ Consultants, Sara Benbasat has experience with site plan development review in municipal planning. Ms. Benbasat also has contributed to staff reports, project proposals, conceptual renderings, and company marketing.

Project Experience

Cooper City Landscape Master Plan. City of Cooper City. CMA shall work with the City to identify the public spaces and ROWs and work with City, stakeholders and engage with the public to receive input on the desired aesthetic for the community. CMA shall prepare a master plan for the City to be used as a design guidelines manual for how to move forward to create a unified and identifiable aesthetic to be applied throughout the City.

Master Planning

Village of Tequesta

- Parks Master Plan – extensive public outreach initiative and park designs
- Commercial Corridor Master Plan Charrette – part of Treasure Coast Regional Planning Council Team
- R-3 Beach Road Corridor Public Workshop

Review & Permitting

City of Westlake

Conducts zoning review of single-family residential applications and creates presentations for city staff, residents, and city council.

Village of Tequesta

Participated in site plan and zoning review of residential and commercial permitting applications, site plan modifications, and variance applications, including the following development reviews:

- Mastroianni Office Building Special Exception Use & Site Plan Review
- St. Jude Cross Special Exception Use & Site Plan Modification
- 9-Story Residential Condominium Building “SeaGlass” Site Plan Modification

City of Lake Worth Beach

Conducted historic preservation review of residential applications.

Graphics

Ms. Benbasat has experience with site analysis, hand-drawn renderings, and digital graphics. Ms. Benbasat’s creative graphic and design capabilities are key components for design charrettes, vision master plans, and overall neighborhood participation initiatives. She is proficient in Sketch-up, AutoCAD, and Adobe software. She has provided conceptual renderings for the following projects:

- Tequesta Master Parks Plan Report
- Tequesta Commercial Corridor Charrette
- Tequesta US Highway 1 Corridor Master Plan Proposal

Pamela Chanitz
Project Planner

Hire Date: 01/02/2017

Years with other firms: 0

Education

Bachelor of Arts, Barnard
College Columbia University,

Professional Affiliations

Palm Beach Planning
Congress

Pamela Chanitz has more than 15 years of experience in public sector land planning and project management in South Florida. As a planner, Ms. Chanitz has experience in comprehensive planning, zoning code development and amendment, zoning review and site plan development review in municipal planning. Ms. Chanitz has represented municipal governments in minor conditional use petitions and code enforcement hearings.

Project Experience

Zoning Code Updates, Site Plan Approvals & Entitlements Experience

- City of Westlake, FL – Prepared Land Development Regulations
- Sewall's Point, FL- Sign Code Amendment
- Village of Tequesta, FL- Zoning Code Review and Updates
- Auto Zone, Delray Beach FL- Site Plan Review, 7,381 sq. ft. retail store
- Florida Railroad (Parcel B)-Site Plan Review, 44,220 sq. ft. industrial building, and 43,880 sq. ft. railcar repair facility
- Uptown Atlantic, Delray Beach, FL-Site Plan Review - Mixed Use project with 187,288 sq.ft. of office use, and 112 residential units.
- The Chocolate Factory, Delray Beach, FL- Site Plan Review, two-story, 5,654 sq. ft. commercial building
- The Preserve, Delray Beach, FL- Site Plan Review, 188-unit apartment building

Community Planning & Redevelopment Initiatives Experience

- Public Transportation Study for City of Palm Beach Gardens-Planning and Zoning Department Charrette for Emergency Operations Center in Palm Beach Gardens- Planning and Zoning Department
- Setback and Lot Coverage Survey for PGA National Golf Club residential communities in Palm Beach Gardens

Comprehensive Plan Amendments, Evaluation and Appraisal Reports Experience

- City of Westlake – Comprehensive Plan Development
- City of Lake Worth Beach –EAR-based Comprehensive Plan Text Amendment
- City of Vero Beach – EAR-based Comprehensive Plan Text Amendment
- Town of Mangonia Park – EAR-based Comprehensive Plan Text Amendment
- Village of Tequesta–Comprehensive Plan Text and Map Amendments

Development Review & Permitting Experience

Site plan and zoning review of residential, commercial, and sign permitting applications; processing of administrative site plan modifications and special events applications; processing of minor conditional use and variance applications for municipal Planning and Zoning Board public hearings.

- City of Palm Beach Gardens
- City of Delray Beach
- City of Lake Worth Beach
- City of Westlake
- Town of Mangonia Park
- Village of Tequesta

Stefan Bortak, PLA, ASIC, CID
Senior Landscape Architect

Hire Date: 06/03/2011

Years with other firms: 6

Education

Bachelor of Science,
Interdisciplinary Studies,
University of Central Florida,
2012

Registration

Registered Landscape
Architect, Florida,
LA6667430, 2019

Professional Affiliations

American Society of
Landscape Architects

Irrigation Association

Certifications

EPA WaterSense Partner
Certified Irrigation Designer

Mr. Bortak is a Principal Landscape Architect and Certified Irrigation Designer for CMA's landscape architecture team. He prepares landscape, hardscape, and irrigation plans from concept to construction documents; irrigation master plans, irrigation audits, water use permitting; irrigation distribution plans; water use permits; water use analysis; LEED documentation and calculations. As one of CMA's top designers, he is responsible for producing plan and section renderings and graphics, realistic 3D renderings and fly-through videos. He was also responsible for the implementation of Land F/X design software as a department standard for landscape architecture and irrigation design. This included setup software, installation, deployment, creating company standards, software manuals, training and technical support, and managed data and license usage for all CMA offices. Mr. Bortak is well versed in the use of low-impact development techniques specifically applied to site planning, and has extensive experience with parks and recreation facilities throughout Florida for public and private sector clients, providing design, permitting, and construction observation services for many types of improvements, including urban streetscapes; transportation projects for FDOT; athletic fields; pedestrian, bicycle, and equestrian trails; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheaters; landscape; hardscape; and irrigation.

Project Experience

City of Hollywood Parks & Recreation Master Plan. CMA supported Barth Associates in developing the City of Hollywood Parks, Recreation and Open Space Master Plan. CMA performed site visits to each of the system's parks facilities, evaluated the physical condition of each, and scored the parks based on criteria developed utilizing Barth Associates High Performance Public Spaces criteria. CMA developed recommendations for each facility based on the current state of the City's needs and developed an executable implementation strategy for Coconut Creek. CMA adhered to the Commission for Accreditation of Park and Recreation Agencies (CAPRA) National Accreditation Standards in the development of the Master Plan.

Additionally, CMA developed detailed parks concepts for select facilities as requested by the City of Hollywood and studied available opportunities to connect the parks system via trails and bicycle facilities.

Doral White Course Park, Doral, FL. CMA is providing architecture and engineering services and related disciplines for the City of Doral, Florida. CMA will prepare full design documents, permitting, bid support and construction administration support services for a new 2.7ac. (approximate) park on the north side of NW 41st Street and approximately at the theoretical NW 84th Avenue, within the Downtown Doral South development. The park will include a shaded playground, a flexible event plaza, outdoor fitness stations, an off-leash fenced dog area, multi-purpose greenspace, a restroom building with IT closet, rain gardens picnic shelters, space for public art, walkways and lighting. CMA's scope of services includes Design Development, Construction Documents, Bidding and Permitting, and Construction Administration.

Oriole Park Redevelopment, Margate, FL. Chen Moore and Associates is providing design, permitting, and construction administration for the redevelopment of Oriole Park located at 7055 N.W. 1st Street, Margate, FL 33063. The facility is owned and operated by the City of Margate. The redesign is funded by the general obligation parks bond approved in 2018. The project converts a single use baseball park into a neighborhood park with two sports fields, one multi-purpose field and open space, playgrounds, splash pad, fitness area, walking trail, security fencing, landscaping, and site lighting.

Sunset Park – Master Plan, Hollywood, FL. Sunset Park is approximately 45 acres and is buffered by vegetation along the property perimeter, contains limited vegetation in the interior, and contains water bodies that were formed as part of the original golf course use. The site is known to have arsenic contamination from the previous land use as a golf course. The site was acquired through the use of General Obligation Bonds for conversion to a natural resource park. Chen Moore and Associates is providing professional services to the City of Hollywood Parks, Recreation, and Cultural Affairs (PRCA) to analyze existing site conditions; develop Preliminary Master Plans for the park; provide an Opinion of Probable Cost; and provide a preliminary funding strategy for the execution of the future project.

Doral Glades Park. CMA provided site planning and landscape architecture for the design of a 24-acre park. The park carries a nature theme celebrating the flora and fauna of the Everglades. Divided into four themed areas, it celebrates mammals, birds, insects, and reptiles and amphibians of the Everglades. The site includes a 12 Acre lake with a kayak launch, recreational trail, and fishing pier extending into the lake. The parks program includes the following elements: themed playground (2-5 & 5-12 age groups), tennis/pickle ball courts, basketball courts, sand volleyball courts, multi-use fields, picnic pavilions, amphitheater, outdoor plazas, kayak rentals, community center, restrooms, parking and sports lighting. CMA served as a subconsultant to CPZ Architects and provided design (landscape, hardscape, irrigation, and lighting), permitting, and construction administration services. The site was designed to meet Green Globes criteria and includes extensive use of native plant materials and high efficiency irrigation. This project obtained the Florida Water Star Certification becoming the first park, city or otherwise, to achieve this certification in the State of Florida. In addition to receiving the Florida Water Star Certification, Doral Glades Park was also the recipient of Two Green Globes from the Green Building Initiative (GBI) for resource efficiency and reduction of environmental impacts, as well as, an honorable mention for the 2019 Green Globes Project of the Year.

1630 NW 5th Street - Park Vision Plans, Miami, FL. CMA developed initial layouts and cost estimates for the design of a park on City owned land and a parcel currently in acquisition in Commission District 3. The project is situated immediately to the west of Marlins Park. The concept extends the stadium's entry plaza through the park creating a pedestrian connection to NW 17th Avenue. The concept incorporates a 300-foot regulation baseball field; multi-purpose field; a pedestrian plaza within the current NW 5th Street right-of-way for events; restrooms and concessions, futsal; shaded playground and fitness area; site lighting, landscaping, and pedestrian trail.

Centennial Park Redevelopment with the City of Margate. Chen Moore and Associates is providing design, permitting, and construction administration for the redevelopment of Centennial Park. The facility is owned and operated by the City of Margate. The redesign is funded by the general obligation parks bond approved in 2018. The project provides significant changes to the existing park through the addition of a walking trail; tennis, pickleball, and basketball courts; new shaded playground; restrooms; splash pad; pavilion, fitness area, landscaping; site lighting; and expanded parking.

J. Amber Mathis, PLA
Senior Landscape Architect

Hire Date: 07/18/2022

Years with other firms: 3

Education

Bachelor of Science,
Landscape Architecture,
University of Connecticut,
2013

Registration

Registered Landscape
Architect, Florida,
LA6667553, 2021

Professional Affiliations

American Society of
Landscape Architects

American Society of
Landscape Architects

International Society of
Arboriculture

Ms. Mathis is a Senior Landscape Architect for CMA's landscape architecture team. Her previous experience includes serving as the City Horticulturist for the City of Gainesville where she developed and implemented the City's tree planting programs; coordinated the installation and maintenance of young trees on City property; supervised assigned employees; inspected tree removal permits; assisted in shade tree inspections for new development; assisted with Code Enforcement inquiries regarding tree regulations; coordinated with the CRA and the Public Works Department on capital improvement projects to include design, development and inspection; and wrote, coordinated and oversaw professional service contracts. She also served as the director of Horticulture for the Norton Museum of Art where she oversaw the execution, managed, and maintained the museum's public garden.

Project Experience

Currie Park Phase II, West Palm Beach, FL: CMA is currently planning Phase II activities which will include Design, Construction Documentation, Permitting, and Construction Administration. This scope of services is predicated on the approved Currie Park Master Plan developed by the CMA team and approved by the Community Redevelopment Agency Board and City Commission. The Design Program maintains the existing MLK Memorial and Boat Ramp facilities and adds new facilities such as Fitness Area and Sports Courts, waterfront promenade, living shoreline, native gardens, multipurpose lawn for cultural and special events, café/kiosk, restrooms, small watercraft launching area, and destination playground.

Palm Beach County Wake Park Complex - Lake Okechee Water Park. CMA was the prime consultant providing civil engineering and landscape architecture services for the proposed Wake Board Cable Complex at Okechee Park in West Palm Beach, Florida. This project is the first of its kind in Palm Beach County. The project included on-site parking, pedestrian and bicycle circulation, modular buildings, and land side amenities to support the park complex such as an Intermediate and Expert Cable Ski Track, Aqua Fun Park Area, Pro-shop, Concession Stand, and Support Facilities. The site plan included on grade parking and a one-story building requiring landscape buffers and treatment. The project required on site stormwater management and water and sewer service to the building.

Jefferson Street Dune Restoration, Hollywood, FL. CMA provided landscape architecture services for the restoration of the dune system accessed from Jefferson Street in Hollywood. CMA was responsible for performing a field inventory of existing vegetation on the dune; performing an erosion Control and Vegetation Disposition Plan; creating a proposed planting plan and details; and permitting through the Florida Department of Environmental Protection. CMA also provided construction administration.

Lincoln Road District Improvements, Miami Beach, FL. CMA assisted James Corner Field Operations with the design, permitting, and construction administration for phase I of the Lincoln Road District project in the City of Miami Beach. Phase 1 encompassed improvements along the Lincoln Road pedestrian mall from Lenox Avenue to Washington Avenue, including connections from Lincoln Road to 17th Street along Drexel, Pennsylvania and Meridian, improvements to 17th street from Pennsylvania to Washington Avenues and to Drexel Avenue from Lincoln Road to 17th Street and an add-alternate for closure to traffic and pedestrianization of this portion of Drexel Avenue (with modifications to Drexel Ave., south of Lincoln Road pedestrian mall towards 16th Street as necessary to address any altered traffic patterns due to the pedestrianization of Drexel Avenue). CMA assisted with schematic design, design development, and final construction documents.

Flamingo Gardens Civil & Landscape Architecture Services, Davie, FL: CMA, as a subconsultant to CPZ Architects, and is assisting with the new Flamingo Gardens Welcome Center. The proposed program for the project includes the following:

- New 10,000 SF building for ticket sales, greeting, offices, kitchen and multi-purpose space
- Parking to serve building

CMA is performing civil engineering conceptual design assistance which includes utility investigation, as-built review, regulatory agency investigation, preliminary utility calculations, and review of CPZ's Conceptual Plan. CMA is also performing landscape architecture conceptual design assistance which includes regulatory agency investigation, preliminary tree mitigation calculations, input for conceptual plan and review of CPZ's conceptual plan.

Aviation Blvd Roadway & Hardscape Improvements, Marathon, FL. CMA prepared roadway and hardscape plans for over two miles of Aviation Boulevard including a segment of 107th Street which is adjacent to the regional airport in the City of Marathon. The project considered the shift of the existing roadway centerline to accommodate a shared 8' shared path that includes specialty lighting, hardscape elements including benches, pavers and landscaping at various areas along the road. Traffic calming elements including speed humps were implemented. The project also included geometric modifications to the roadway along with considerations for existing utilities and stormwater. In addition, the project ties the existing path along Overseas Highway on the north and south side of the airport. The project is a FDOT LAP funded project and CMA's services included schematic, conceptual and final roadway design and government permitting as well as hardscape and landscape architecture design.

Brightline Florida Fort Lauderdale Parking Garage. CMA provided civil engineering and landscape architecture services for the parking garage adjacent to the Brightline station in Fort Lauderdale, Florida. The site of the 614 parking space six story parking garage is adjacent to future transit oriented development and the Fort Lauderdale Brightline Station. The civil engineering services CMA was responsible for include utility coordination and schematic design, preliminary and final engineering, government permitting, bidding assistance and construction services. The landscape architecture work CMA was responsible for includes plans for tree disposition, landscape, and irrigation; and construction administration.

Vida at The Point, Aventura, FL. Vida at the Point is a luxury waterfront townhome development in Aventura, including six (6) proposed townhomes, with parking, landscape, and hardscape areas on 0.62 acres. CMA provided civil engineering and landscape architecture for the project. The project included design for water and sewer main extensions and stormwater design with a hydrodynamic vortex separator. CMA conducted permitting with the City of Aventura, Miami-Dade Water and Sewer Department, RER-DERM, and Miami-Dade County Department of Transportation and Public Works.

Jinna Cooper
Landscape Designer

Hire Date: 03/09/2020

Years with other firms: 11

Education

Bachelor of Arts, Landscape
Architecture, University of
Florida, 2009

Awards

Magna Cum Laude
Rain Bird Irrigation Design
Award, 2007
The Honor Society of Sigma
Lambda Alpha, 2008

Ms. Cooper is a landscape designer with CMA's landscape architecture team. She provides design and production support to the team responsible for producing plan and section renderings and graphics, and realistic 3D renderings and fly-through videos. Ms. Cooper is proficient in Florida's plant palette, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. She also has experience with LEED and WELO water efficiency design. She is well versed in the use of low-impact development techniques specifically applied to site planning, and has experience with parks and recreation facilities throughout Florida for public and private sector clients, providing design, permitting, and construction observation services for many types of improvements, including athletic fields; pedestrian, bicycle, and equestrian trails; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheaters; landscape; hardscape; and irrigation.

Project Experience

Arden Master Phase 1, 2A, 2B, and 3. Highland Dunes Associates Property LLC. Palm Beach County, FL. CMA was responsible for the design and construction administration of the irrigation systems at Arden, an award-winning 2,000 home master-planned community in Palm Beach County that includes 500-acres of green space, 20-miles of trails, and a 5-acre working farm. With a focus on water conservation, the irrigation system comprises an intelligent central control system that manages eighteen 2-wire controllers and nine pump systems that utilize the 175-acre on-site lake.

Ahfachkee School LS Expansion and Gym Addition, Big Cypress Reservation. The project is for the Seminole Tribe of Florida (STOF) involving on-site classroom building demolition, construction, and modifications at the existing campus of the Ahfachkee School. This campus is approximately 7 acres located at 31200 Josie Billie Highway on the Big Cypress Reservation of the STOF. CMA is providing additional civil engineering and landscape architecture services for construction administration services on a lump sum basis.

Blue Road Park - City of Coral. CMA shall provide design, permitting, and construction administration services for the development of Blue Road Park, a neighborhood park to serve residents. The plans will be based on the conceptual plans developed by the City and provided to CMA as an exhibit. The project program includes site preparation (clearing and grading, removal of existing landscape); development of a site plan based on the provided concept plan to include landscape, irrigation, perimeter fencing, internal pathways, upland viewing deck, playground, site furnishings (i.e. drinking fountains, picnic tables, benches, waste receptacles, bike racks, etc.), and security lighting; attendance at public engagement with the neighborhood; preparation of construction documents; coordination with permitting agencies; bid assistance; and construction administration services.

City Park Master Plan - Splash Pad - Continuing Professional Services Contract. City of Oakland Park. The City's Collins Central (City) Park consists of +/- 19.7 acres including several existing parks and municipal facilities. Those facilities include a community center, public works operations center and Fire Station No. 9. As part of the master planning effort led by Zyscovich Architects, the public works facility and the fire station shall be relocated in a site reconfiguration within the southern half of the site (+/- 9 acres). The master planning effort shall include a splash pad and other site amenities to promote pedestrian and overall park connectivity. The City of Oakland Park has asked for a proposal to prepare three (3) concepts for the splash pad component of the project. The concepts will be presented to municipal officials, the master planning team and the public for input. Upon receiving input, the CMA team shall provide civil engineering and landscape architecture services to prepare final plans and specifications for the splash pad, noting that the exact location will shift based on the development of the master plan efforts for City Park.

City of Miami Commodore Trail Master Plan and Improvements. CMA is preparing a framework and design guidelines plan for the Commodore Trail corridor. This framework document is necessary to develop the Commodore Trail design identified within the City of Miami Parks and Open Space Master Plan and Miami-Dade County Transportation Planning Organization Bicycle Project Feasibility Evaluation. The project assignment is to work with city staff, community representatives and stakeholders to develop a master plan creating a cohesive trail along the corridor consisting of a protected bikeway, pedestrian walkway, street trees, landscaping, street furnishings, lighting, wayfinding, artistic features, and other corridor enhancements. The framework and design plan will encompass 3.61 miles of the trail's 5.03 miles of publicly owned right-of-way beginning in the south at Cocoplum Circle and terminating at South Miami Avenue.

Gaines Park - Community and Tennis Center. City of West Palm Beach. The project scope assumes total renovation of the community center including the demolition and reconstruction of significant portions of the current building, as well as the design of a new tennis center incorporating six (6) tennis courts and four (4) to six (6) pickle ball courts. CMA's scope of work includes preparation of the project site plan; civil design; utilities design and permitting; landscape design; and supporting permitting and construction administration services. CMA assumes the project will require new utility connections to the buildings, pedestrian connection adjustments, resurfacing and restriping of the existing parking areas; hardscape, landscape, wayfinding, and irrigation improvements; and modification of the stormwater infrastructure.

Miami-Dade County RAD Homestead Site. CMA is providing civil engineering and landscape architecture services for the redevelopment of an existing Miami-Dade County owned site into a series of affordable housing complexes as described in the Miami-Dade County RFQ 01295. The project include the replacement of eight two-story residential buildings into six three to four story residential buildings with associated infrastructure upgrades, including new potable water main, sanitary sewer, on-site stormwater management, landscape and irrigation. The site is approximately 9.98-acres and is located at 1501 SW 6th Street in Homestead, FL.

Westlake City Engineering Services. City of Westlake. CMA is providing engineering and landscape architecture services for the City of Westlake. The scope includes review of permit applications; review of plans for the development within in the entire city limits; coordination with the City's planner; coordination with the City's staff members; and coordination with Seminole Improvement District whose jurisdictional boundary coincides with the City.

Yan Chen
Landscape Designer

Hire Date: 01/22/2018
Years with other firms: 0

Education

Master of Science,
Landscape Architecture,
University of Florida, 2017
Bachelor of Arts, Urban
Design, South Agriculture
University in Guangzhou,
China, 0

Professional Affiliations

American Society of
Landscape Architects

Ms. Chen is a Landscape Designer with CMA's landscape architecture team. She provides design and production support to the team responsible for producing plan and section renderings and graphics, realistic 3D renderings and fly-through videos. Ms. Chen is proficient in Florida's plant palette, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. She is well versed in the use of low-impact development techniques specifically applied to site planning, and has experience with parks and recreation facilities throughout Florida for public and private sector clients, providing design, permitting, and construction observation services for many types of improvements, including athletic fields; pedestrian, bicycle, and equestrian trails; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheaters; landscape; hardscape; and irrigation; and illustrative graphic for many types of FDOT transportation projects, including roadway, interchange, and roundabout landscaping projects. Ms. Chen specializes in Land F/X; Adobe (Photoshop, Illustrator, InDesign); Google SketchUp; Lumion; ArcMap; and GEOPAK V8i.

Project Experience

The Galt Mile - Streetscape Concepts, Fort Lauderdale, FL. The purpose of this project is to develop a conceptual design and opinion of probable cost to upgrade and beautify the Galt Mile corridor, emphasizing traffic calming and bicyclist and pedestrian improvements. The scope is based on public engagement and concepts performed and developed by the City of Fort Lauderdale. The proposed upgrades include milling & resurfacing of roadway; re-striping; bike lanes; sidewalk widening; relocation of existing trees; replacement/addition of landscape material; new streetlight fixtures; decorative paver hardscape incorporated into sidewalks, unloading areas, & crosswalks; raised crosswalks and/or raised intersections; and landscape lighting.

New Park, 2200 SW 9th Ave and 910 SW 22nd Rd, Miami, FL. CMA is providing professional landscape architecture and civil engineering services for the development of concept plans for a new park proposed at 2200 SW 9th Avenue and 910 SW 22nd Road, Miami, FL in the Roads neighborhood. The scope of work includes data collection, site analysis and code research, stakeholder engagement (in Spanish and English), conceptual design and opinion of probable cost. This project is funded by the Miami Forever Obligation Bond. The project is currently in permitting.

West End Park Pool Enhancements - Park Concept Studies, Miami, FL. CMA was engaged by the City of Miami Office of Capital Improvements to provide professional landscape architecture services. CMA developed concept studies to re-envision the existing West End Park. The scope of work included data collection, site analysis and code research, stakeholder engagement (in Spanish and English), site studies, and opinion of probable cost. The parks program includes exercise trail, aquatic facilities, splash pad, plaza space, fitness trail, tennis, basketball, and baseball facilities. The project was funded by the Miami Forever Obligation Bond.



City Park Master Plan - Splash Pad - Continuing Professional Services Contract. The City's Collins Central (City) Park consists of +/- 19.7 acres including several existing parks and municipal facilities. Those facilities include a community center, public works operations center and Fire Station No. 9. As part of the master planning effort led by Zyscovich Architects, the public works facility and the fire station shall be relocated in a site reconfiguration within the southern half of the site (+/- 9 acres). The master planning effort shall include a splash pad and other site amenities to promote pedestrian and overall park connectivity.

The City of Oakland Park has asked for a proposal to prepare three (3) concepts for the splash pad component of the project. The concepts will be presented to municipal officials, the master planning team and the public for input. Upon receiving input, the CMA team shall provide civil engineering and landscape architecture services to prepare final plans and specifications for the splash pad, noting that the exact location will shift based on the development of the master plan efforts for City Park.

Currie Park – Phase I Visioning Plan, West Palm Beach, FL. CMA is the prime consultant leading the redevelopment of Currie Park for the City of West Palm Beach. The project aims to enhance a public asset to provide a substantial public benefit increasing the health, welfare and economic vitality of the community. The 13.6 acre waterfront park currently consists of public open space including boat ramps with trailer parking, tennis courts, fishing pier, playground, a landmark memorial to commemorate the late Dr. Martin Luther King Jr., covered pavilions and restroom facilities. The Project is broken into two phases. CMA led the development Phase I which included Information Gathering, Public Engagement, and Visioning for the Project. In addition to Visioning, our team conducted a marina market analysis, developed a maintenance and operations plan, and identified public/private partnerships and other means of financing the construction and operation of Currie Park as part of Phase I services. The CMA team identified and assisted the City/CRA in applying for a \$20.3 million Building Resiliency Grant offered through the Florida Department of Economic Opportunity. The project was awarded \$16.74 million of the grant request. The Vision Plan was approved by the CRA Board and Commission on June 1, 2021.

Miami Dade County PROS - Area 226 Park - Multiple Playgrounds .CMA is providing master planning, construction documents, permitting, and construction administration services for five (5) nature themed playgrounds for Miami Dade County Parks, Recreation and Open Space (MDC PROS). The projects are distributed throughout the County and include Highland Oaks Park, Glenwood Park, Area 226, The Women's Park and Oak Grove Park.

Gaines Park - Community and Tennis Center, West Palm Beach, FL. The project scope assumes total renovation of the community center including the demolition and reconstruction of significant portions of the current building, as well as the design of a new tennis center incorporating six (6) tennis courts and four (4) to six (6) pickle ball courts. CMA's scope of work includes preparation of the project site plan; civil design; utilities design and permitting; landscape design; and supporting permitting and construction administration services. CMA assumes the project will require new utility connections to the buildings, pedestrian connection adjustments, resurfacing and restriping of the existing parking areas; hardscape, landscape, wayfinding, and irrigation improvements; and modification of the stormwater infrastructure.

Essex Park Observation Platform, Village of Wellington, FL. Essex Park Improvement Project is a Village of Wellington public recreational improvement project performed under the FDEP Land and Water Conservation Fund Program which provides matching funds for qualifying projects in support of development of land for public recreational purposes. Chen Moore is providing services in support of this grant funding including design of a new waterfront dock, landscaping improvements and renovations to the park facilities. The dock will provide ADA compliant access to an observation platform extending into and along the waterfront of the park. Additional landscaping, lighting, water fountain, picnic area and renovations to the playground areas are also being designed as part of this park renovation.

**Brian Voelker, M.S., SPWS,
C.A., CLI**
**Senior Environmental
Scientist**

Hire Date: 05/31/2022

Years with other firms: 25

Education

Bachelor of Science,
Environmental Studies, State
University of New York, 1996
Master of Science, Coastal
Zone Management, Marine
Biology, Nova Southeastern
University, 2000

Registration

FAA Drone Remote Pilot,
4253470
SWS Professional Wetland
Scientist, 1355, 2002
ISA Certified Arborist, FL-5378A,
2006
ISA Tree Risk Assessment
Qualification, (TRAQ), 2014, 2014

Professional Affiliations

Florida Urban Forestry
Council Board of Directors
International Society of
Arboriculture
Landscape Inspectors
Association of Florida (LIAF)
South Florida Association of
Environmental Professionals
(SFAEP)

Civic Organizations

US. Army Corps of Engineers
Wetland Delineation and
Management Training
Program, Florida
Volunteer, Broward County
Sea Turtle Conservation
Project

**Experience prior to joining
CMA*

Mr. Voelker is a senior scientist specializing in natural resource assessments and permitting, as well as certified arborist services. He provides numerous ecological services to clients, including the following: wetland delineation, function evaluation, mitigation design, monitoring, and permitting; upland habitat assessments; coastal habitat assessments and permitting; marine and estuarine habitat assessments and permitting; protected wildlife assessments and permitting; GPS data collection/mapping and GIS database development; NEPA document preparation and oversight; sediment and erosion control monitoring. As an ISA Certified Arborist, Mr. Voelker provides numerous consulting arborist services to both public and private sector clients, including the following: GPS tree inventories and GIS tree database development; destroyed/damaged tree assessments; tree value estimates; tree grading; tree/utility conflict identification; hazard tree evaluations (risk assessment); analysis of tree canopy cover and ecological/monetary benefits; urban forest management plans; planting and maintenance bid packages, mangrove trimming oversight; tree removal permitting.

Project Experience

City of Miami Commodore Trail Master Plan and Improvements. City of Miami. CMA is preparing a framework and design guidelines plan for the Commodore Trail corridor. This framework document is necessary to develop the Commodore Trail design identified within the City of Miami Parks and Open Space Master Plan and Miami-Dade County Transportation Planning Organization Bicycle Project Feasibility Evaluation. The project assignment is to work with city staff, community representatives and stakeholders to develop a master plan creating a cohesive trail along the corridor consisting of a protected bikeway, pedestrian walkway, street trees, landscaping, street furnishings, lighting, wayfinding, artistic features, and other corridor enhancements. The framework and design plan will encompass 3.61 miles of the trail's 5.03 miles of publicly owned right-of-way beginning in the south at Cocoplum Circle and terminating at South Miami Avenue.

Eagle Substation: Gopher Tortoise Survey. JEA. CMA will provide Gopher Tortoise Survey for ~10 acres. The site will be walked to identify burrow locations and staked by CMA. The locations of the burrows will be supplied to the client and geotechnical subconsultant that will perform the site borings for the substation design. These burrows will be captured using GPS location and also provided to the client as a kmz file for google earth.

Jasmine Dr. to Southwind Dr. WM & FM Crossing of C-17 Canal - Seacoast Utility Authority. The original Specific Authorization included engineering, surveying, permitting and construction administration services for the installation of a force main on Jasmine Drive, crossing Northlake Boulevard and the C-17 Canal. Change Order 1 included the addition of a water main and conduit for future fiber optic cables. Through the permitting efforts, the



United States Army Corps of Engineers (USACE) has required a benthic survey to be performed to identify any environmentally sensitive species that could be impacted by the project. This change order includes environmental services to conduct the benthic survey and submittal to USACE.

**Biscayne Bay Coastal Wetlands GIS, Miami-Dade County, Florida.* This 45,000-acre project is generally located between US 1 and Biscayne Bay in southeast Miami-Dade County. The purpose of this project was to create an updated, generalized National Wetlands Inventory (NWI) map of the Biscayne Bay Coastal Wetlands (BBCW) project area for planning purposes. Through a combination of aerial photograph interpretation and field verifications, Mr. Voelker updated the 1990 NWI map updated using Arcview GIS to reflect changes (i.e. wetland loss, change in vegetative cover) that have occurred since 1990.

**Arborist Educational Services, City of Doral, Miami-Dade County, Florida.* This project included a two-phase, City-wide inventory of 12,670 trees within streets and municipal properties; the inventory was followed by the preparation of GIS tree databases and a summary report for tree conditions, and meetings with City staff to discuss the findings from the inventory. In addition, the project included the development of a street tree planting plan, preparation of grant applications, and development of a tree protection ordinance. Mr. Voelker managed the tree inventory portion of this scope of work.

**Broad Causeway Permitting Support, Town of Bay Harbor Islands, Miami-Dade County, Florida.* Mr. Voelker assisted with environmental permitting for bridge repairs. Mr. Voelker assists with the benthic surveys and preparation of the Natural Resources Assessment Report.

**Canopy Study, City of Oakland Park, Broward County, Florida.* Mr. Voelker, using i-Tree Canopy, estimated the canopy coverage for the city's urban forest, as well as percentage of available space remaining within Oakland Park for additional tree planting. Mr. Voelker also developed a one-page brochure for public education documenting the information from the study.

**Expert Arborist and Water Quality Support, FDOT District Four, Indian River County, Florida.* Mr. Voelker provided ecological consulting expert witness services related to a property in Indian River County. These services included wetland delineations, analysis of wetland areas, review and analysis of wetland and conservation areas, and review of survey data as related to wetland and conservation areas. These services also included visual reconnaissance of the subject property using a DJI Phantom 4 Pro drone; Mr. Voelker served as the certified pilot for the drone flights.

**Loxahatchee River Bridge Replacement Test Pile Turbidity Monitoring, FDOT District Four, Palm Beach County, Florida.* FDOT District Four is replacing the SR5/US 1 bridge over the Loxahatchee River in Jupiter, Florida. Prior to completion of the design and the start of construction, District Four needed to evaluate the potential vibration impact of pile driving on the Jupiter Inlet Lighthouse and Museum. Mr. Voelker conducted manatee observation and turbidity monitoring during the evaluation. In addition, Mr. Voelker recorded drone footage of the event for educational purposes within the District. Mr. Voelker provided drone videography services and manatee observations for this project.

Robert Best, Jr., P.E.
Lead Engineer

Hire Date: 10/07/2019

Years with other firms: 16

Education

Master of Science,
Environmental Engineering,
University of Massachusetts
at Amherst, 2005

Bachelor of Science, Civil and
Environmental Engineering,
University of Massachusetts
at Amherst, 2002

Registration

Professional Engineer,
Florida, 69875, 2009

Professional Affiliations

American Society of Civil
Engineers

Florida Engineering Society

Certifications

FDOT Temporary Traffic
Control (TTC) Intermediate
Course

FDOT Advanced MOT/TTC
Certification

**Experience prior to joining
CMA*

Robert Best, Jr., P.E. is a Principal Engineer for CMA and the Orlando (Maitland) Office Leader. Mr. Best has 19 years of experience, specializing in project management, study, design, and construction services in the areas of utilities, transportation, stormwater, and land development. This includes the analysis, design, and permitting of water distribution systems, wastewater collection systems, water reuse systems, roadways, stormwater systems/components, and development sites. Mr. Best's expertise includes hydraulic analysis; master planning and demand analysis; design of watermains, gravity sewers, force mains, pump stations, and treatment plant components; signing and pavement marking design; transportation corridor evaluations; stormwater analysis, design, and permitting; grading design; and site evaluation.

Project Experience

South Bermuda - Parkway Reuse Interconnect & Judge Farms Pipeline Project - Design & Construction. Tohopekaliga Water Authority. CMA is providing professional services associated with the second phase of the South Bermuda-Parkway Reuse Interconnect and Judge Farms Pipeline Project. During this phase CMA will provide professional services for the surveying, geotechnical, design, permitting, and construction of approximately 8,000 LF of 20-inch and 3,000 LF of 12-inch reuse water transmission mains to interconnect the South Bermuda and Parkway Water Reclamation Facilities' reclaimed water systems. The previous phase encompassed the routing study and identified the preferred option.

Wastewater Master Plan Update with City of Pompano Beach. City of Pompano Beach. The City of Pompano Beach wishes to update the City's previous wastewater master plan, which was initially completed in March 2012 and further updated in December 2016 by Mathews Consulting. The purpose of the previous wastewater master plan was to evaluate the existing wastewater utility system and to recommend system improvements needed to maintain adequate level of service over the 20-year planning period. CMA will update this previous wastewater master plan to incorporate various changes that have occurred since 2016 that have impacted or will impact the City's wastewater system, such as operational changes by the City, recent improvements to the City's wastewater system, recent development activities within the City, new future development planned within the City, and new regulatory requirements related to the wastewater system. CMA will focus our effort on operational capacity the City's wastewater lift stations and force main transmission system under both the existing conditions and the future conditions. As part of this effort, CMA will develop a capital improvement program for improvements to the City's wastewater system, which will include estimated construction costs and implementation schedule for each recommended improvement project.

O'Connell Center Stormwater Improvements. University of Florida. CMA provided engineering services to prepare a level of service assessment and possible replacement of stormwater facilities on the south side of the O'Connell Center adjacent to Van Fleet Hall. The University of Florida had identified a drainage issue adjacent to the O'Connell Center that appeared to be a result of undersized or insufficient infrastructure to connect the contributing area to the north with the natural area south of Stadium Road between the Keys Residential Complex and Tolbert Hall. The intent of this effort was to analyze the existing infrastructure based on as-built records,

atlas data, and field survey to determine what infrastructure is needed to improve the drainage condition. The necessary infrastructure had been identified and construction documents will be prepared to be used by the selected Contractor for construction.

TWO 05 - C9Z63 - Design Landscaping Services for I-75 (SR 93) at CR 769 (Kings Hwy) - C9Z63 - FDOT D1 - FM No. 438996-1-52-01. State of Florida Department of Transportation District 1. CMA is the prime consultant providing professional landscape architecture services for FDOT District 1 through a continuing services contract for "Districtwide Landscaping." This task work order is for landscape improvements associated with the interchange of SR 93 (I-75) and CR 766 (King's Highway) in Charlotte County. The project limits are within the SR 93 right of way from (MP 20.77 to MP 21.41) immediately south and north of CR 769. The scope includes coordination with stakeholders, tree disposition, landscape design, irrigation design, and MOT. CMA is providing professional services for FDOT District 1, as part of a continuing services contract for "Districtwide Landscaping". This task work order is for landscape improvements associated with the interchange of I-75 and King's Highway. CMA's scope includes tree disposition, landscape and irrigation design, and MOT.

Hollywood Boulevard/26th Avenue Mast Arms Replacement (R-2020-136). City of Hollywood. CMA is providing civil engineering services for the City of Hollywood for the replacement of the structurally deficient three mast arms located at the northeast corner of N 26th Avenue and Polk Street, southeast corner of S 26th Avenue and Van Buren Street, and southwest corner of S 26th Avenue and Van Buren Street. This project also includes the removal of the driveway cut between Hollywood Boulevard and Van Buren Street. This driveway cut originally allowed traffic movement from Hollywood Boulevard eastbound to Van Buren Street westbound when Van Buren Street was a two-way, two lane roadway. When Van Buren Street was converted to a one-way, two lane roadway (eastbound), this driveway cut became nonfunctional and the City installed delineators. The work includes new mast arms; new conduit installation; controller cabinet modifications and/or replacement; new signing and pavement marking; restoration of pavement, sidewalks (including new curb and gutters and curb ramps), and sod; and appropriate drainage modifications.

Lift Stations and Force Main Condition Assessment. University of Florida. CMA is developing a sewer master plan for the University of Florida that includes a new gravity system, and new force main networks and lift stations. CMA is also handling the investigation and evaluation of the existing system that includes a hydraulic model of the sewer system, recommendations, and cost estimates. The evaluation of the existing sewer system includes documenting pipe layout and physical properties of sewage system, estimating sewage flows, inflow and infiltration analysis, documenting pump operating conditions at each lift station, and determining existing flow and pressures conditions throughout the existing force main networks. The hydraulic model of the sewer system is being developed in SewerCAD and includes gravity sewer pipes, pressurized pipes, and lift station network. Model results will be used to develop various system improvements alternatives for re-configuration of the sewer system and to determine its effectiveness. Cost estimates will be developed for the proposed recommendations.

***SLF Infrastructure Phase 1 Development. NASA.** As Engineer of Record, Mr. Best provided planning, surveying, geotechnical evaluation, design, and permitting services to NASA to repurpose the Shuttle Landing Facility (SLF) as a multi-use horizontal launch and landing facility. The SLF design project provides construction documents and permits to install common-use infrastructure, the design of which is based around schematic designs from the preceding studies for future commercial and industrial tenant hangars, buildings, and roadways to be developed along the SLF runway. Managed the utilities design team and EOR for potable water, non-potable industrial water, wastewater, and high-pressure gas design.

***East Putnam Water System Construction. Putnam County.** As Engineer of Record, Mr. Best provided all planning, design, and permitting for the new regional water system. We also performed the construction-phase permitting services for this project. Executed and delivered construction contracts to the contracting parties and the funding agencies. Designed and performed calculations for the installation of three potable water distribution mains which comprised of approximately 2,400 LF of 6" PVC WM, approximately 4,800 LF of 10" PVC WM, approximately 85 LF of 8" HDPE WM by HDD, and approximately 85 LF of 10" HDPE WM by HDD. Prepared and submitted FDEP permit applications and supporting information and responded to FDEP RAIs.

Jennifer Smith, P.E.
GIS Engineer

Hire Date: 05/30/2006

Years with other firms: N/A

Education

Bachelor of Science, Civil
Engineering, Florida Atlantic
Engineering, 2006

Registration

Professional Engineer,
Florida, 72232, 2011

Professional Affiliations

American Society of Civil
Engineers
Florida Atlantic University
Civil Engineering (CE)
Department Advisory
Florida Engineering Society
Florida Water and
Environmental Association
Leadership Broward
National Society of
Professional Engineers

Certifications

SWMM training
ICPR 3 and ICPR 4 Training
Stormwater Management
Inspector

Awards

ASCE Broward Branch of the
Year under Jennifer's
leadership as President of
the branch - 2019
ASCE Florida Young Engineer
of the Year - 2019
ASCE Region 5 Young Civil
Engineer of the Year Award
2020
Most Active Broward ASCE
Member - 2009
Outstanding Engineering
Achievement Merit Award
by Palm Beach County
Business Development
Board 2021

Ms. Smith serves as a Principal Engineer for CMA's engineering team and has the technical experience necessary to accomplish the project goals related to the final deliverable. She has over 16 years of experience in civil engineering design, drafting, permitting, and construction inspection. Her design experience includes paving, drainage, stormwater management, water, sewer, and roadway design. She has prepared engineering drawings, cost evaluations, design reports, and various permit applications. She has been responsible for stormwater modeling and permitting on diverse public projects.

Project Experience

Broward County UAZ 110/111 & 113 Water Sewer Improvements 113B (RFP No. R1356803P1). Broward County. Broward County UAZ Water Sewer Improvements 113B, Lauderdale Lakes, FL. The UAZ 113B project included the improvements to the existing water distribution and sanitary sewer system within the City of Lauderdale Lakes, along with restoration of surface areas disturbed for the construction of the improvements. The project had a total area of 350 acres and included the installation of 42,700 linear feet of gravity sewer, 1,500 linear feet of forcemain, and 66,200 linear feet of watermain. The total project included 110,400 linear feet of pipe. Pipe installation took place along local city roads, as well as County and FDOT jurisdiction roadways including NW 31st Avenue, West Oakland Park Boulevard, and US-441. The existing water main consists of asbestos cement, cast iron, ductile iron, galvanized steel, and polyvinyl chloride pipe ranging from 2" - 24" in diameter size. The sanitary sewer consists of vitrified clay, fold and form liner, cured in place liner, and ductile iron pipe ranging from 8" - 18" in diameter size. The force main consists of asbestos cement, cured in place liner, ductile iron, and polyvinyl chloride pipe ranging from 6" - 8" in diameter size. County lift station 50M1 was rehabilitated as part of this project. The restoration of roadways, sidewalks, driveways, and landscape areas will need to be performed as needed for water and sanitary sewer improvement construction. CMA performed CEI services during construction and the project is currently in the close-out phase.

South Bermuda - Parkway Reuse Interconnect & Judge Farms Pipeline Project - Design & Construction - RFQu-21-047. Tohopekaliga Water Authority. CMA is providing professional services associated with the second phase of the South Bermuda-Parkway Reuse Interconnect and Judge Farms Pipeline Project. During this phase CMA will provide professional services for the surveying, geotechnical, design, permitting, and construction of approximately 8,000 LF of 20-inch and 3,000 LF of 12-inch reuse water transmission mains to interconnect the South Bermuda and Parkway Water Reclamation Facilities' reclaimed water systems. The previous phase encompassed the routing study and identified the preferred option.

GIS Update and Implementation Project - City of Wilton Manors - PO 23-1108. City of Wilton Manors. Update the City's existing GIS utility atlas to incorporate any missing utility system information, such as pipe material, pipe diameters, pipe age, pipe lining, valves, laterals, service lines, meters, and relevant lift station information. CMA will incorporate this missing utility system information based on available as-built record drawings provided by the City along with any recent GPS coordinates obtained by the City during recent system maintenance activities. CMA will also incorporate any recently completed projects, such as water main improvements, water valve

maintenance, gravity sewer lining, force main improvements, lift station improvements, and drainage improvements. CMA will also update the GIS databases to prepare for future uses for compliance under the NPDES Program and the CMOM Program. CMA will update the City's existing GIS data to allow for the transition into the GIS Online platform, which will provide easier access by the City in the future. CMA will conduct basic training of City staff for use of the GIS Online platform.

NPDES Permit Compliance Services 2019. City of Dania Beach. CMA is assisting the City of Dania Beach with the annual reporting pertaining to the Municipal Separate Storm Sewer Systems (MS4) NPDES Permit. CMA will create the City's GIS stormwater atlas; review the NPDES documentation; provide NPDES erosion and sedimentation control inspection training; and complete the NPDES Annual Report.

District 2 Wastewater Study. Brown & Caldwell. BCWWS has contracted Brown and Caldwell (B&C) and CMA to perform a study to identify areas throughout the District 2 sanitary sewer system that exhibit elevated chloride levels, which could potentially be caused by inflow and infiltration (I&I). BCWWS has noticed elevated chloride levels in wastewater effluent and wishes to proactively review potential sources. CMA will perform a study of the existing sewer system to determine if the source of the excess levels of chloride concentrations in the NRWTP are caused by the salinity inflow and infiltration. Tasks will include the following:

- Preliminary review of existing GIS sewer atlas
- Perform Testing at the master pump stations including installing data loggers and collecting grab samples to be sent to a lab to be analyzed for chloride concentration
- Analyze potential infiltration sites based on initial testing results and preliminary investigation of sanitary sewer system
- Perform additional testing with dataloggers and grab samples within the gravity sewer system in an effort to narrow the specific location of possible I&I
- Prepare Analysis Report to include all testing results with recommendations

2016/2017 City Engineering Services. City of Coral Springs. From 2005 to 2017, Chen Moore and Associates served as the City Engineer for Coral Springs. Beginning in February 2012, the firm also provided planning support for the City of Coral Springs Community Development Department. The firm performed the typical duties of an on-staff engineer and planner, including architectural review board compliance, DRC review for site plan compliance, engineering permit review and inspections, development reviews and concurrency evaluations, coordination with other City departments and outside agencies, and a variety of special projects. As part of this contract, the firm managed the vertical construction program for the City, including work for several departments including Police, Fire, Parks and Recs, Public Works, and the Fine Arts Center. To date, CMA still provides assistance to the Engineering Department.

One of the special projects was engineering assistance to the Community Development Division rewrite of the Land Development Code for the new provisions of redevelopment. As part of this rewrite, multiple sections of referenced code were reviewed and revised to meet both the intent of the City to keep their standards high and the needs of the development community for flexibility in dealing with existing conditions. CMA also updated the City's Engineering Standards including a special section on redevelopment.

CMA instituted a Municipal Separate Storm Sewer System (MS4) program for the City of Coral Springs and has been maintaining the program for several years. CMA provided training to the City's building department staff. Currently, CMA was also responsible for inspecting projects that require a MS4 permit in the City of Coral Springs. Inspections occurred following heavy rainfalls or on a monthly basis if rainfall has been minimal. As a co-permittee to Broward County through the state MS4 program, CMA completed a yearly report that ensures the City is in compliance with the requirements of the program.

CMA also digitized and added attribute data for a stormwater GIS and creating a field maintenance tracking tool for NPDES permit compliance. The City utility locator was trained in GIS to eventually take over the system.

**Benjamin Lehr, P.E., DBIA,
LEED AP
Transportation Engineer**

Hire Date: 02/28/2022
Years with other firms: 22

Education

Master of Engineering,
Structural Engineering,
University of Florida, 2002
Bachelor of Engineering,
Civil Engineering, University
of Florida, 2000

Registration

Professional Engineer,
Florida, 63051, 2005

Professional Affiliations

American Road and
Transportation Builders
Association
American Society of Civil
Engineers
Design-Build Institute of
America

Certifications

LEED Accredited
Professional; U.S. Green
Building Council

Awards

Gary R. Consolazio, G.
Benjamin Lehr and Michael
C. McVay, "Dynamic Finite
Element Analysis of Vessel-
Pier-Soil Interaction During
Barge Impact Events," 2003
Northeast Florida Chapter of
Florida Engineering Society,
President's Award, For
outstanding leadership and
contribution to the growth
and success of the
MATHCOUNTS program and
competition, 2014

**Experience prior to joining
CMA*

Mr. Lehr as a transportation engineer is proficient with the preparation of the Transportation Element of comprehensive plans. He is also responsible for the pursuit and delivery of transportation and aviation related design-build projects across the United States. He is responsible for managing risks and promoting the use of best practices in pursuit and delivery of design-build projects nationwide. He has 22 years of experience in project management and structural design for numerous transportation related projects in Florida, Georgia, Mississippi, South Carolina, North Carolina, Texas, Virginia, West Virginia and Ohio.

Project Experience

**A. Max Brewer Bridge Replacement PD&E Study; Brevard County; Titusville, FL; Structural Engineer.* This project entailed a Preliminary Engineering Report and associated environmental documents for the replacement of the A. Max Brewer Bridge. Constructed in 1948, the existing bridge incorporates a swing span at the main channel and carries vehicle traffic over the Indian River. Main factors driving the need for replacement include structural deficiencies and functional obsolescence. Bridge alternatives included two- and four-lane high level structures (65-foot vertical clearance) parallel to the existing structure, as well as evaluation of the removal of the existing approach causeways and their replacement with elevated structure. Extreme coordination with the State Historic Preservation Officer (SHPO) and Brevard County Historical Society successfully developed a plan to document the history of the A. Max Brewer Bridge. Responsible for the bridge development report and analysis of all bridge rehabilitation and replacement alternatives.

**CR 14A over Econfina River PD&E Study and Final Design; FDOT - District Two; Shady Grove, FL; Structural Engineer.* PD&E and final design services for the replacement of a county-owned bridge carrying CR 14A over the Econfina River. The study required close coordinating with Taylor County and the development of a suitable detour plan to close the roadway during the bridge replacement, as the existing bridge is one lane. Responsible for writing and quality control of the Bridge Development Report, development of procedure for analysis and design of full height, U-Shaped abutments, and quality control for abutment design and plans.

**East Central Regional Rail Trail PD&E Study; Volusia County; Central Florida, FL; Structural Engineer.* PD&E study for the proposed 46-mile paved multi-use trail known as the East Central Regional Rail Trail (ECRRT). The ECRRT is the largest rails-to-trails purchase in Florida and will eventually connect with the proposed 230-mile St. Johns River to the Sea trail system. The objective of the study was to develop alignment and design alternatives for the proposed ECRRT. Concept development and evaluation of various design elements were prepared, including nine trailheads, ten "pocket" pavilions, six information kiosks, access management, and enhanced roadway crossing options. The proposed trail traverses through urbanized areas, while also providing access to rural areas consisting of scrublands, wetlands, and other natural resources. Numerous structures over creeks, water bodies, canals, and wetlands are also proposed. Developed multiple alternatives and cost estimates for the bridge crossings along the proposed trail route.

***Edison Avenue over McCoy's Creek PD&E Study and Final Design; FDOT - District Two; Jacksonville, FL; Project Oversight.** This project replaced a city-owned bridge carrying Edison Avenue over McCoy's Creek. The existing two-lane bridge is part of a historic resource group of early 20th century bridges in the vicinity and is adjacent to a city park. Consequently, the study required a Programmatic Section 4(f) Evaluation and close coordination with SHPO and the FHWA. The final design portion of the project entailed extensive utility involvement and the relocation of a major sanitary sewer line serving the adjacent historic neighborhood. Responsible for mentorship of structural team and performing quality control for structural design elements of the bridge and associated retaining walls.

***SR 10A (Arlington Expressway) Mathews Bridge PD&E Study; FDOT - District Two; Jacksonville, FL; Structural Engineer.** This project required the development of a Preliminary Engineering Report to examine capacity improvements on the Mathews Bridge crossing of the St. Johns River, the adjacent limited access Arlington Expressway to the east, and the City of Jacksonville downtown street system to the west. The report discusses the need for improvement, describes existing conditions, and defines design standards and criteria. In addition, the report discusses existing traffic and future forecasts, describes the No Build and Build Alternative evaluations, and selects and describes a Preferred Alternative. Preliminary analysis included the review of National Register of Historic Places eligibility, development of alternatives that comply with natural and biological constraints, evaluating previously completed traffic analyses (including hurricane/emergency evacuation needs) a community involvement program, and the development of roadway and bridge alternatives to satisfy future transportation demands. Responsible for the new bridge investigation study, load and resistance factor rating analysis of the existing Mathews Bridge, and preparation of cost estimates for new bridge construction and existing bridge rehabilitation.

***SR 40 PD&E Study; FDOT - District Five; Ocala, FL; Lead Structural Engineer.** PD&E study to evaluate the feasibility of widening a 40-mile segment of SR 40, including a portion which runs through the Ocala National Forest. The project involved evaluating impacts to wetlands, traffic noise impacts, preparation of NEPA documentation (EA/FONSI) in cooperation with the US Forest Service, and support for all public involvement activities. A conceptual engineering report was developed to identify areas of SR 40 that could benefit from roadway safety improvements, as well as wildlife crossing that provide under or overpasses for animals to avoid crossing SR 40. Additionally, the existing Ocklawaha River Bridge, built in the 1970s for the Cross Florida Barge Canal, was evaluated as part of the review to either rehabilitate or replace it with a new bridge. Responsible for the conceptual detailing and cost estimating for the Ocklawaha Bridge replacement alternatives and wildlife crossing alternatives, as well as final report development and public involvement. Mr. Lehr also developed cost estimates and preliminary concept plans for a timber boardwalk across the Silver River as part of the project's right-of-way mitigation plan.

***Veterans Memorial Bridge Design-Build; FDOT - District Four; Palm City, FL.** This project converted an existing two-lane neighborhood street into a four-lane divided arterial provides an important segment in the connection between Florida's Turnpike and US 1/SR 5. The centerpiece of the project is a new 3,100-foot, high-level Category 2 bridge structure built within a highly sensitive environmental corridor over the St. Lucie River. The design was completed on an accelerated schedule and all permit applications were submitted just 24 days after contract execution. The team achieved released-for-construction plans in just 9 months, greatly accelerating the project. Mr. Lehr was responsible for the project management of the design and post-design project phases, including seven subconsultants, as well as serving as the Structural Engineer-of-Record for the new bridge.

***Center City Streetcar Corridor; Charlotte Area Transit System; Charlotte, NC; Structural Engineer.** Mr. Lehr was selected by CATS as part of a consultant team that provided planning and engineering services for the design and construction of a streetcar system. The project team was responsible for the planning, design, and construction oversight of a 10-mile streetcar system with an estimated value of \$250 million. In Phase I, Mr. Lehr led the infrastructure design effort and supported the planning and public involvement portions of the project. In Phase II, Mr. Lehr assisted with final civil design for the proposed streetcar corridor. The Center City Streetcar is conceived as a "Portland" type streetcar system, utilizing modern vehicle technology based on the European "Tram" that is a smaller, lighter-weight vehicle than those used for "Light Rail Transit" and is capable of operating in the street with mixed traffic.



5. Litigation And Terminations



LITIGATION AND TERMINATIONS

CMA has no litigation filed against their firm or key personnel in the past five (5) years.

Neither CMA nor any of its principals has ever been declared bankrupt or reorganized under Chapter 11 or put into receivership.

Neither CMA nor any of its principals have any criminal violations and/or convictions.

Neither CMA nor any of its principals has had contracts for the services sought under this RFP terminated for default, non-performance or delay in the past five (5) years.

6. Cost Detail



COST DETAIL

CMA is a multidisciplinary local consulting company with an established reputation in Palm Beach County. We will be honored to provide General Planning Services to the Village of North Palm Beach, please see our Fee Schedule in Exhibit H.

7. Required Forms



REQUIRED FORMS

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF LANDSCAPE ARCHITECTURE
THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

BETANCOURT, CRISTOBAL ALEX
ORION HOUSE AND ASSOCIATES, INC.
725 WILCOX STREET
WEST PALM BEACH, FL 33409

LICENSE NUMBER: LA664941
EXPIRATION DATE: NOVEMBER 30, 2023
Always verify licenses online at MyFloridaLicense.com

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STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF LANDSCAPE ARCHITECTURE
THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

GORHAM, JOHN P
811 W. WYTHE PARKWAY
ORLANDO, FL 32804

LICENSE NUMBER: LA6901227
EXPIRATION DATE: NOVEMBER 30, 2023
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DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF LANDSCAPE ARCHITECTURE
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MATHIS, JESSICA AMBER
725 WILCOX STREET
WEST PALM BEACH, FL 33409

LICENSE NUMBER: LA667553
EXPIRATION DATE: NOVEMBER 30, 2023
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BORTAK, MARC STEFAN
6141 SW BRADSHAW CIRCLE
STUART, FL 34997

LICENSE NUMBER: LA6647630
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STATE OF FLORIDA
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DOMBROWSKI, SUZANNE M.
16672 130TH WAY NORTH
JUPITER, FL 33476

LICENSE NUMBER: PE49918
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COWAN, DAVID JAMES JR.
835 SAVANNAH WAY
LAKE WORTH, FL 33443

LICENSE NUMBER: PE81265
EXPIRATION DATE: FEBRUARY 28, 2025
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BEST, ROBERT WILLIAM JR.
1255 WILKINSON STREET
ORLANDO, FL 32807

LICENSE NUMBER: PE49875
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SMITH, JENNIFER LEA
124 LOMBARD WAY
ST. AUGUSTINE, FL 32092

LICENSE NUMBER: PE72232
EXPIRATION DATE: FEBRUARY 28, 2025
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LEHR, GREGORY BENJAMIN
1234 CYPRESS BLOSSOM LANE
SAFETY HARBOR, FL 34699

LICENSE NUMBER: PE49951
EXPIRATION DATE: FEBRUARY 28, 2025
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Required Forms

**EXHIBIT A
PROPOSER CHECKLIST**

Note:

- 1) This Exhibit must be included in RFP immediately after the Letter of Transmittal.
- 2) RFP Package must be put together in the order set forth in this checklist.
- 3) Any supplemental materials must appear after those listed below and be tabbed "Additional RFP Information"

<u> x </u>	Title Page
<u> x </u>	Table of Contents
<u> x </u>	Letter of Transmittal
<u> x </u>	Copy of this Checklist (Exhibit A)
<u> x </u>	Introduction Letter
<u> x </u>	Approach to Scope of Services
<u> x </u>	Work Experience
<u> x </u>	Key Staff Experience and Qualifications
<u> x </u>	Litigation and/or Terminations
<u> x </u>	Cost Details

FORMS

<u> x </u>	Proof of Licenses
<u> x </u>	Information Statement (Exhibit B)
<u> x </u>	Noncollusive Affidavit (Exhibit C)
<u> x </u>	Drug Free Workplace form (Exhibit D)
<u> x </u>	Scrutinized Companies Certification (Exhibit E)
<u> x </u>	Public Entity Crimes Form (Exhibit F)
<u> x </u>	Reference Form (Exhibit G)
<u> x </u>	Fee Schedule (Exhibit H)

Exhibit B INFORMATION STATEMENT

Please Note: All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration)
Chen Moore and Associates, Inc.

Address:

500 Australian Avenue South, Suite 850

City: West Palm Beach State: FL Zip: 33401

Telephone No. (561) 746-6900 FAX No. (954) 730-2030

Email: jmclair@chenmoore.com

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
1	7/10/2023	4	7/12/2023
2	7/10/2023	5	7/14/2023
3	7/12/2023	6	7/17/2023

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. If this section does not apply to your bid, simply mark N/A

N/A

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the Village and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, hereby agrees that the Village shall have no liability for respondent's indirect, incidental, consequential, special or

exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings.

Submitted by:

Jason McClair, P.E., CFM, LEED AP
Name (printed)


Signature

Senior Vice President
Title

July 31, 2023
Date

EXHIBIT C

NONCOLLUSIVE AFFIDAVIT FORM

STATE OF Florida

COUNTY OF Broward

Jason McClair, P.E., CFM, LEED AP

_____, being first duly sworn deposes and says that:

1. He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting the Proposal.
2. The Proposal is genuine and is not a collusive or sham Proposal.
3. Neither the Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, have in any way, colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Proposer, firm, or person to fix the price in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price in any other Proposer; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage in the proposed Contract.
4. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Date: 07 / 31 / 2023

By Jason McClair, P.E., CFM, LEED AP

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared C. Betancourt, an authorized representative of _____, well known to me and known to me to be the person(s) described in and who executed the foregoing instrument and have acknowledged before me that they executed the same. WITNESS my hand and official seal in the County and State last aforesaid this 31 day of July _____, 2023.



Johanna Zona
 Notary Public - State of Florida at Large
 (Printed, typed or stamped commissioned name of notary public)

EXHIBIT D
DRUG-FREE WORK PLACE CERTIFICATION

The undersigned Contractor, in accordance with Section 287.087, Florida Statutes, hereby certifies that

Chen Moore and Associates, Inc. does:
Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.


Proposer's Signature Jason McClair, P.E., CFM, LEED AP Senior Vice President

7/31/2023
Date

EXHIBIT E
SCRUTINIZED VENDOR CERTIFICATION
PURSUANT TO SECTION 287.135, FLORIDA STATUTES

This sworn statement is submitted to the Village of North Palm Beach, Florida

by Jason McClair, P.E., CFM, LEED AP Senior Vice President
(print individual's name and title)
for Chen Moore and Associates, Inc.
(print name of entity submitting sworn statement)

whose business address is 500 Australian Avenue South, Suite 850, West Palm Beach, FL 33401

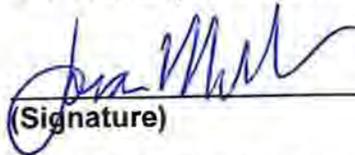
and (if applicable) its Federal Employer Identification Number (FEIN) is: 59-2739866

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

1. I hereby certify that the above-named entity:
 - A. Does not participate in the boycott of Israel; and
 - B. Is not on the Scrutinized Companies that Boycott Israel List.

Section 287.135, Florida Statutes, prohibits the Village from contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.

As the person authorized to sign on behalf of the above-named entity, I hereby certify that the statements set forth above are true and that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees and/or costs. I further understand that any contract with the Village for goods or services may be terminated at the option of the Village if the company has been found to have submitted a false certification.


(Signature)

The foregoing document was sworn and subscribed before me this 31 day of July _____, 2023 by Jason McClair, P.E., CFM, LEED AP who is personally known to me or produced _____ AP as identification.



Notary Public
My Commission Expires: January 24, 2026

EXHIBIT F
PUBLIC ENTITY CRIMES FORM

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to Village of North Palm Beach
(Print name of the public entity)

By Jason McClair, P.E., CFM, LEED AP Senior Vice President
(Print individual's name and title)

for Chen Moore and Associates, Inc.
(Print name of entity submitting sworn statement)

Whose business address is
500 Australian Avenue South, Suite 850, West Palm Beach, FL 33401

and (if applicable) its Federal Employer Identification Number (FEIN) is
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any Proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, no jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - 4-1. A predecessor or successor of a person convicted of a public entity crime:
or
 - 4-2. Any entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a

joint venture with a person who has been convicted of a public entity crime in the State of Florida during the preceding 36 months shall be considered an affiliate.

- 5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposal applies to Proposals on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an entity.
- 6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (indicate which statement applies)

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

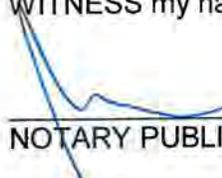
The entity submitting this sworn statement, or one or more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one of more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

State of Florida
County of Broward

The foregoing instrument was acknowledged before me this 31 day of July, 2023 by Jason McClairof CMA, who is personally known to me or who has produced as identification and who did (did not) take an oath.

WITNESS my hand and official seal.



NOTARY PUBLIC



Johanna Zona
(Name of Notary Public: Print, Stamp, or type as Commissioned)

EXHIBIT G REFERENCES

PROPOSER REFERENCES	
<p>Please submit a minimum of five references in detail; give client references who have been clients (of the Proposer) for at least one year (preferably municipal governments or other governmental agencies of similar size in Florida where your company has provided same and similar services General Planning Services). The Village may contact some of the Proposer's current and former clients, both supplied by the Proposer and independently derived, to request that they validate the qualifications of the Proposer and the accuracy of the claims made by the Proposer in its Proposal, and that they assess the Proposal's ability to perform the types, level and quality of services that the Village desires. All references contacted will be asked to rate those aspects of the Proposal's performance on a scale from 0 – 5: zero (0) being poor and (5) being excellent.</p> <p style="margin-left: 40px;"> Excellent: Frequently exceeds client reference's specifications/requirements Good: Meets client reference's specification/requirements. Poor: Frequently does not meet client reference's specifications / requirements </p>	
1. CUSTOMER NAME:	City of Westlake (New City in Palm Beach County)
CUSTOMER LOCATION:	4001 Seminole Pratt Whitney Rd. Westlake, FL
POPULATION, if Government:	33470 1,500
CUSTOMER CONTACT PERSON :	Kenneth Cassel, City Manager
CUSTOMER PHONE NUMBER:	(561) 530-5880
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	kcassel@westlakegov.com
PROJECT DESCRIPTION:	General Planning Services including: Development reviews and processing, Visioning, Preparing a new Code and a new Comprehensive Plan for this new City. Engineering and landscaping services
2. CUSTOMER NAME:	Village of Tequesta
CUSTOMER LOCATION:	345 Tequesta Drive Tequesta, FL 33469
POPULATION, if Government:	6,088
CUSTOMER CONTACT PERSON :	Jeremy Allen, Village Manager
CUSTOMER PHONE NUMBER:	(561) 768-0465
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	jallen@tequesta.org
PROJECT DESCRIPTION:	General Planning Services: annexation, development reviews and processing, EAR based comprehensive Plan, Code Text amendment, Design Guidelines, Parks Master Plan and other planning tasks. Engineering services
3. CUSTOMER NAME:	City of Lakeworth Beach
CUSTOMER LOCATION:	1900 2nd Ave N Lake Worth, FL 33461
POPULATION, if Government:	38,548

CUSTOMER CONTACT PERSON :	William Waters
CUSTOMER PHONE NUMBER:	(561) 586-1634
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	wwaters@lakeworthbeachfl.gov
PROJECT DESCRIPTION:	General Planning Services, Annexations, Code amendment, 3D CAD renderings, Neighborhood Plans, Engineering Services.
4. CUSTOMER NAME:	Town of Mangonia Park
CUSTOMER LOCATION:	1755 East Tiffany Drive Mangonia Park, FL 33407
POPULATION, if Government:	2,131
CUSTOMER CONTACT PERSON :	Ken Metcalf, Town Manager
CUSTOMER PHONE NUMBER:	(561) 848-1235
CUSTOMER CONTACT FAX:	
CUSTOMER CONTACT E-MAIL:	kmetcalf@tompfl.com
PROJECT DESCRIPTION:	Vision, Comprehensive Plan & Land Development Regulations, development reviews and processing,
5. CUSTOMER NAME:	Town of Manalapan
CUSTOMER LOCATION:	600 South Ocean Blvd.
POPULATION, if Government:	415
CUSTOMER CONTACT PERSON :	Erika Petersen, Town Clerk
CUSTOMER PHONE NUMBER:	(561)383-2541
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	epetersen@manalapan.org
PROJECT DESCRIPTION:	General Planning Services including development review and processing, presentation to the Architectural Committee, Comprehensive Plan and Code text amendment

**EXHIBIT H
SCHEDULE OF FEES**

POSITION	HOURLY RATE
President	\$450
Principal	\$350
Principal Engineer	\$240
Senior Engineer	\$200
Project Engineer	\$140
Associate Engineer	\$120
Engineer	\$110
Principal Landscape Architect	\$220
Senior Landscape Architect	\$150
Project Landscape Architect	\$120
Associate Landscape Architect	\$110
Landscape Designer	\$110
Principal Planner	\$230
Senior Planner	\$120
Project Planner	\$90
Associate Planner	\$75
Senior Environmental Scientist	\$150
Senior Designer	\$150
Designer	\$110
Senior Technician	\$100
Technician	\$95
Senior Construction Specialist	\$140
Construction Specialist	\$95
Administrative Staff	\$85
Intern	\$65



chen moore and associates

Corporate Office

Fort Lauderdale
500 West Cypress Creek Road, Suite 630
Fort Lauderdale, FL 33309
Telephone: +1 (954) 730-0707

Regional Offices

West Palm Beach
500 Australian Ave. South, Suite 850
West Palm Beach, FL 33401
Telephone: +1 (561) 746-6900

Orlando (Maitland)
341 North Maitland Ave., Suite 346
Maitland, FL 32751
Telephone: (407) 536-7970

Miami
3150 SW 38th Avenue, Suite 950
Miami, FL 33146
Telephone: +1 (786) 497-1500

Jacksonville
3970 Hendricks Avenue
Jacksonville, FL 32207
Telephone: +1 (904) 398-8636

Additional Offices

Port St. Lucie
1860 SW Fountainview Boulevard, Suite 100
Port St. Lucie, FL 34986
Telephone: +1 (772) 252-5038

Jupiter
1851 W Indiantown Road, Suite 100
Jupiter, FL 33458
Telephone: +1 (561) 401-9495

Gainesville
2233 Northwest 41st Street, Suite 400
Gainesville, FL 32606
Telephone: +1 (352) 374-1997

Tampa
3001 North Rocky Point Drive East, Suite 200
Tampa, FL 33607
Telephone: +1 (813) 345-5965

Sarasota
2520 North Tamiami Trail, Suite 15
Nokomis, FL 34275
Telephone: +1 (941) 529-1907



GENERAL PLANNING SERVICES

JULY 31, 2023

Submitted by:



Proposal Contact:

Jennifer Morton, PLA, LEED AP

Phone: (561) 371-9384 • Email: jmorton@jmortonla.com

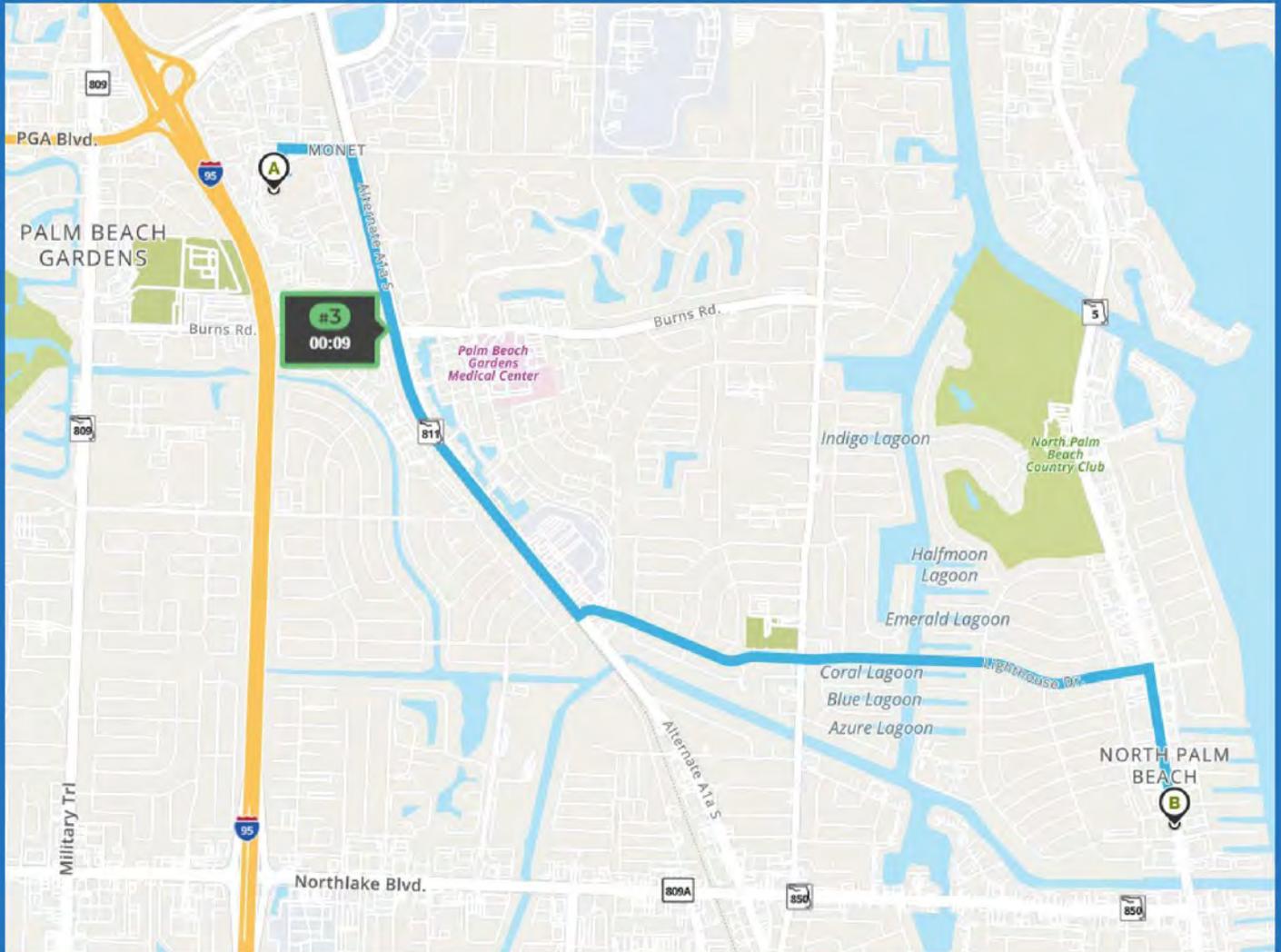
**3910 RCA Blvd., Suite 1015 • Palm Beach Gardens, Florida 33410
(561) 500-5060 • office@jmortonla.com • www.jmortonla.com**



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We're just up the road!



JMorton offices are located in Palm Beach Gardens, just 11 minutes from our door to yours.



3910 RCA Blvd., Suite 1015
Palm Beach Gardens, Florida 33410



July 31, 2023

Village of North Palm Beach
501 US Highway One
North Palm Beach, Florida 33408

Re: General Planning Services

Dear Selection Committee Members:

JMorton Planning & Landscape Architecture appreciates this opportunity to submit our qualifications for General Planning Services for the Village of North Palm Beach. It would be a privilege to be selected for this important role.

JMorton was incorporated in 2014, and from the beginning, public sector work has been a major focus. Our municipal work includes Continuing Consulting Services for the Town of Lake Park, Village of Tequesta, City of Delray Beach and City of Riviera Beach. As our project experience and team resumes provided in this proposal demonstrate, we have the experience, expertise, personnel and dedication required to meet the obligations as outlined in the RFP.

We take pride in our ability to deliver efficient and effective planning services to yield quality designs. After many years of commitment, we have gained a reputation for quality client services. Every day we strive to continue solving problems in a collaborative manner with various Municipal staff to ensure projects are code compliant while also meeting the needs of the community.

Given the opportunity, the Village of North Palm Beach will receive the same personal attention that all JMorton clients, public and private, have come to expect. The Village can rely on our leadership and quality control as we collaborate with and supplement the Village staff to achieve their goals and objectives for each task assigned, all while working within established budgets and timelines.

This proposal, as submitted, is effective for 60 days from the submittal date of July 31, 2023.

We appreciate your consideration, and hope to become your trusted business partner.

Sincerely,

Jennifer L. Morton, PLA, LEED AP
President
LA 0001666

**EXHIBIT A
PROPOSER CHECKLIST**

Note:

- 1) This Exhibit must be included in RFP immediately after the Letter of Transmittal.
- 2) RFP Package must be put together in the order set forth in this checklist.
- 3) Any supplemental materials must appear after those listed below and be tabbed "Additional RFP Information"

<u> ✓ </u>	Title Page
<u> ✓ </u>	Table of Contents
<u> ✓ </u>	Letter of Transmittal
<u> ✓ </u>	Copy of this Checklist (Exhibit A)
<u> ✓ </u>	Introduction Letter
<u> ✓ </u>	Approach to Scope of Services
<u> ✓ </u>	Work Experience
<u> ✓ </u>	Key Staff Experience and Qualifications
<u> ✓ </u>	Litigation and/or Terminations
<u> ✓ </u>	Cost Details

FORMS

<u> ✓ </u>	Proof of Licenses
<u> ✓ </u>	Information Statement (Exhibit B)
<u> ✓ </u>	Noncollusive Affidavit (Exhibit C)
<u> ✓ </u>	Drug Free Workplace form (Exhibit D)
<u> ✓ </u>	Scrutinized Companies Certification (Exhibit E)
<u> ✓ </u>	Public Entity Crimes Form (Exhibit F)
<u> ✓ </u>	Reference Form (Exhibit G)
<u> ✓ </u>	Fee Schedule (Exhibit H)

Corporate Name: JMorton Planning & Landscape Architecture, Inc.
Address: 3910 RCA Blvd., Suite 1015
Palm Beach Gardens, FL 33410
Phone: (561) 500-5060
Years in Business: 9 (incorporated August 14, 2014)
Staff Size: 10

The JMorton Commitment

At JMorton we believe in a comprehensive and thorough approach to completing projects and assignments.

Based on our experience successfully managing municipal projects like those outlined in this RFP, we understand that every project has unique requirements. We will work with the Village to define the scope and provide the expertise necessary to successfully complete the scope of services.

Professional and Experienced Team

JMorton has assembled a team of highly skilled professionals, with extensive education and experience in public sector duties and responsibilities. We believe that teamwork is one of the keys to success, and it shows in everything we do. The core of our team has been working together for over 7 years. Additionally, we have assembled a team of highly qualified sub-proposers that have the same commitment as we do.

Jennifer Morton, Principal-In-Charge, leads a talented, experienced team, each with the same dedication and attention to excellence Jennifer has demonstrated in the 32 years she has been providing Planning and Landscape Architecture in South Florida. Jennifer's expertise in land planning is recognized in both the public and private sector, and she remains a hands-on leader, just as she has since starting JMorton Planning & Landscape Architecture in 2014.

The professional planning team, led by **Lauren McClellan**, Director of Planning, provides comprehensive planning expertise and has extensive knowledge of land use and zoning regulations including writing policy and code language, preparing comprehensive plan map and text amendments, annexations and site plan review. With experience in both the public and private sector, the team offers creative solutions for design issues and broad planning expertise. One of the team's strongest assets is communication with clients and the public. The ability to analyze any issue and explain it concisely and factually to clients and the public is a key to the team's service delivery.

The Landscape Architecture services team under the direction of **Michelle Duchene**, PLA, ASLA, provides site design, streetscape design, planting plans, tree preservation plans, irrigation design, construction documents and construction administration. Each team member has extensive experience in landscape design plan review and inspections services across several local municipalities.

All team members will be available for neighborhood meetings, public presentations and public hearing representation as may be requested.

State of Florida Department of State

I certify from the records of this office that JMORTON PLANNING & LANDSCAPE ARCHITECTURE, INC. is a corporation organized under the laws of the State of Florida, filed on August 14, 2014.

The document number of this corporation is P14000068273.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 11, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Eleventh day of January, 2023*



[Signature]
Secretary of State

Tracking Number: 5641342172CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

Sub-Proposers

PTC Transportation Consultants | 601 Heritage Drive | Jupiter, FL 33458

Pinder Troutman Consulting, Inc. (PTC) began operation in 1998, following many years of practice in South Florida by the principals of the firm. The firm provides professional traffic engineering consulting services throughout the state. Services are available to both the private sector development community and the public sector.

The firm offers a wide range of transportation and traffic consulting services including Land Development Services, Site Plan Services, Areawide Studies, Parking Studies and Intersection and Access Analyses.

Spinnaker Group, a Division of SOCOTEC | 1177 Clare Ave. Suite 7 | West Palm Beach, FL 33401

An industry leader in sustainability consulting for over 25 years, Spinnaker Group has a proven track record on hundreds of projects spanning the globe.

The firm assesses projects early, with an aim to determine the most cost-effective sustainable strategies using an integrated approach to building systems and site elements. Their professionals bring a wealth of ideas and experience to project teams by providing critical technical and managerial support throughout all phases of a project.

Zabik & Associates, Inc. | 11398 Okeechobee Blvd., Suite 2 | Royal Palm Beach, FL 33411

Founded in 1997, Zabik & Associates provides Project Management services to business, education and government entities. The firm's services include: Construction Project Management / Owner's Representation, Distressed Property Resolution, Scheduling and Cost Estimating, as well as Economic Impact, Demographic and Marketing Studies.

They have completed over 75 demographic and marketing studies in support of zoning applications and business development. They use the latest on-line demographic data with services provided by ESRI. In addition, they use extensive local knowledge and research to provide project-specific, targeted expert analysis.

Head 2 Head Irrigation Design, Inc. | 6927 Bayshore Drive Lake Worth Fl, 33462

Head to Head is an irrigation design company based in Palm Beach County, Florida. Established nearly a year ago, the company brings forth a wealth of experience and expertise in creating efficient and sustainable irrigation plans for various landscapes. With a strong foundation of 14 years in the industry, they possess a deep understanding of irrigation design, ensuring top-quality solutions for clients across the region.

Team Assignments

JMorton believes in active listening, open and honest dialogue and sharing ideas. After going through this process and developing a complete understanding of expectations, we can identify the scope of work and the staff necessary to achieve the desired result. This also includes establishing an agreed upon schedule and budget.

Just as each client and project is unique, so is the JMorton team we select for each project. Once the scope is defined, we will assign the team members best suited to take the project to its successful conclusion. All of our team members have excellent communication and presentation skills. They are capable and confident in the role of project lead, but where work demands support as an extension to Village staff, they are ready to contribute. Over the years, the professional staff has established a successful track record both behind the scenes developing consensus or being the face of the project at public meetings making presentations to communities, government/civic organizations and elected officials.

Throughout the project, both the Principal and Project Manager will be in contact with the Village representative to monitor the quality of work and adherence to the schedule and budget. JMorton will also work closely with our sub-proposers to

maintain the highest level of quality control.

As with all projects, the entire JMorton team is on call and capable should unexpected changes or needs arise in being of service per the requirements and expectations of the RFP.

Our Team Is Ready

We are confident in our ability, and welcome the opportunity to provide the planning services the Village of North Palm Beach is requesting in this RFP. As contracted reviewers for several municipalities, the JMorton team reviews site plans, landscape plans and other professional products to ensure compliance with local codes and guidelines and industry best practices. By using our understanding of both the public and private sector review process and our extensive project experience, we have been able to provide recommendations to both municipal staff and applicants that benefit the project. Our input regarding solutions and code interpretation have enabled improvements to projects without compromising the design intent, regulatory objectives and/or procedural integrity.

JMorton has been selected to provide municipal review services under current contracts for:

- City of Delray Beach
- City of Riviera Beach
- Village of Tequesta
- Town of Lake Park
- City of Palm Beach Gardens

JMorton is proud to offer excellent service to our clients, even in uncertain times. Our firm adapts quickly to changing environments, using whatever innovations and technology are necessary to continue meeting and exceeding client demands and expectations.

It would be a privilege to work with the Village to assist in achieving their desired goals for the future. If selected, JMorton will provide the attention to detail, excellence and client pride that have been our trademark since we opened our doors in 2014.

APPROACH TO SCOPE OF SERVICES

1. Overall Approach

At JMorton we believe in a comprehensive and thorough approach to completing projects. From simple to complex, we will always:

- Meet with the client to better understand their needs and the desired outcome for each individual task assigned
- Ensure continuous communication with the client, providing status updates and seeking feedback on the project and deliverables
- Work with the client to specifically define each task and provide the necessary expertise to complete the task
- Focus on excellence
- Determine a schedule for each assigned task and adhere to that schedule
- Adhere to set budgets without sacrificing work quality

Client satisfaction is at the forefront of everything we do at JMorton. We will go above and beyond the established guidelines to accomplish this goal.

2. Village of North Palm Beach

Providing municipal planning services is not a new endeavor for the JMorton team. As the contracted planning consultant for FDOT, our office provided expertise on the Earman Bridge - US1 Expansion project within the municipal limits of the Village of North Palm Beach. Our staff has specific expertise in the private and public sector planning practice. Our diverse team includes Alex Ahrenholz, the Principal Planner/Acting Community Development Director for the Village of North Palm Beach from 2020 to 2023.

With our office located within neighboring Palm Beach Gardens, we naturally remain current on trends, issues, projects and public policies within the County's northern communities. We are members of the Palm Beach North Chamber of Commerce and regularly attend governmental affairs committee meetings. All of this is an advantage that will allow the JMorton Team to use our local knowledge for the benefit of the Village of North Palm Beach.

3. Proposal Team

The JMorton team serves both public and private sector clients. This balance affords us the ability to shift focus on an on-going basis. As government contracts for continuing services are awarded, efforts devoted to potential work in the private sector can be reduced to preserve the necessary time and personnel for the continuing services contracts.

Consistent with any successful business, customer service is at the forefront of our work assignments and production. All team members presently have a volume of work equivalent to full-time employment; however, if this contract is awarded, our office stands ready to shift from future private sector work opportunities to successfully rendering the services that will be required by the Village of North Palm Beach. As can be seen from our reference letters, we have the capability to meet the immediate deadlines of our current and recent public sector clients including the Town of Lake Park and the City of Boca Raton. The fact that the JMorton team is pursuing this contract demonstrates its eagerness to be of service to the Village over other business opportunities.

We also understand things can change or unforeseen circumstances occur which require prompt attention by the Village's

consultant. JMorton is committed to being available at a moment's notice. Exceeding client expectations is a priority. As with all our projects, the entire JMorton team is on driven and determined to render excellent service.

4. Resources

JMorton has an extensive network of business partners. The team assembled for this proposal has many years of experience working together on a variety of projects, including professional planning, landscape architecture, traffic engineering, sustainability and economic development. Beyond these specializations, work performed by JMorton in other capacities also requires close coordination with civil engineers, architects, irrigation consultants, environmental consultants, geotechnical engineers and surveyors. JMorton is an established firm with good working relationships, and we are respected for the results we obtain. JMorton has depth and access to resources to accomplish a vast array of assignments upon request of the Village of North Palm Beach.

5. Innovation

JMorton utilizes state of the art technology to produce high quality plans, presentations and reports. All documents and plans are professionally produced. Our technology allows for a remote working environment, should that become necessary or desired by the Village of North Palm Beach. Our licensed and certified professional staff participate in continuing education to remain at the forefront of industry tools and knowledge. Our business has grown not by delivering solutions in a "one size fits all" format but by responding to the unique circumstances and challenges brought to us by our clients. JMorton has consistently offered creative solutions for design issues and broad planning expertise to meet the ever-changing landscape of municipal planning.

6. Government Experience

Based upon our experience working with other governmental clients, the exchange of information and correspondence through centralized electronic portals establishes a quick and efficient method to initiate and complete the assignments and duties of all parties. In this manner, no time is lost due to incompatible file formats, incomplete records, or delays in preparation and transmittal of a finished product. Proximity of our office to the Village Hall also offers the convenience of easy access to supplement standard utilization of modern communication technologies. The JMorton team works diligently and efficiently on tasks assigned while delivering high-quality results.

JMORTON RECENT GOVERNMENT PROJECTS

Palm Beach County

Canyon District Park
Bert Winters Park
Villages of Windsor Dog Park
WUD CROC Parking Expansion

School District of Palm Beach County

Plumosa School of the Arts – Design Services
Sunset Palms Middle School New Construction
Melaleuca Elementary Modernization
West Riviera Elementary School Renovation
The Roosevelt Full Service Center Modernization

Martin County School District

Jensen Beach Elementary
Stuart Middle School
Palm City Elementary

Municipal

Palm Beach Gardens - Continuing Services
City of Delray Beach - Continuing Services
Village of Tequesta - Continuing Services
Town of Lake Park - Continuing Services
Boca Raton Golf Course
Fort Pierce Municipal Golf Course
Village of Palm Springs Public Safety Building

FDOT

Earman Bridge
Indian River County
Sunrise Property



Canyon District Park



Plumosa School of the Arts



Village of Palm Springs Public Safety Building

TOWN OF LAKE PARK

Address: 535 Park Avenue | Lake Park, FL 33403

Town of Lake Park Continuing Services | Town of Lake Park Public Works



Town of Lake Park Continuing Services

Contact: Nadia DiTommaso | Community Development Director

Phone: (561) 881-3319 | Email: nditommaso@lakeparkflorida.gov

Performance Period: 2019 - Ongoing

Contract Amount: Time & Materials

Services: Site Plan and Landscape/Hardscape Review | Issuance of Development Review Comments | Professional Consultation

JMorton Planning and Landscape Architecture is the contracted reviewer of site plan, landscape plan and permit submittals to the Town of Lake Park. JMorton works cooperatively with the Town Community Development Director and Town Planner in the review of new development, redevelopment and code compliance issues.

The Town of Lake Park amended their land development code to encourage and allow more intense development along the Federal Highway Corridor. One of the projects JMorton reviewed was a new 23-story mixed use building with 332 residential units on 2.78 acres. The review of this project was challenging as it was the first development submitted under the new code regulations. JMorton and Town Staff worked collaboratively to ensure the first project reviewed under the new code met the intent of the Town Staff and Elected Officials. The project received unanimous approval by the Town Council.

Other projects reviewed by JMorton include infill development projects within the Town's commercial corridor. These reviews often include working collectively with the applicant and Town Staff to examine potential site redesign options, alternative plan materials and alternative requests such as variances to resolve code compliance issues.

JMorton has expeditiously processed many applications by providing an initial thorough review. During the initial review we communicate with the Town Staff and the applicant regarding the comment letter. The result is limited submittals which save money for the applicant and the Town. Overall, JMorton respects the Town and applicant's time and money without compromising good design.



TOWN OF LAKE PARK continued

Town of Lake Park Public Works

Contact: Robert F. Travieso, MPA | Public Works Director

Phone: (561) 881-3345 | Email: rtravieso@lakeparkflorida.gov

Consultant: JMorton Planning & Landscape Architecture

Performance Period: 2021 - Ongoing

Contract Amount: Time & Materials

Services: Preparation of Site Plans and Landscape Plans for Site Specific Projects | Preparation of Landscape and Hardscape Plans for Park Avenue Community Outreach | Professional Consulting

As the Town grows and modernizes, the need for capital improvements is necessary, including streetscape renovations along the Town's main thoroughfares. The JMorton team has worked side by side with the Town's Engineers, as well as Facilities staff to create a cohesive streetscape theme that is unique to the Town of Lake Park. Pavement changes, bioswales, street trees, and mitigating for existing utilities have all been tackled throughout the streetscape projects. In addition to the streetscape projects, the JMorton team has had the pleasure to work with the Town to create pocket parks and a small dog park on pieces of underutilized land. JMorton worked with the Public Works department as part of a community outreach meeting to present an image board, materials schedule and conceptual plans for the pocket park. Those plans are being refined based on input from the Community Residents and Town Council.

JMorton proudly provides full-service Landscape Architecture and Planning to the Town of Lake Park and has expeditiously processed many applications, as well as provided critical design concepts and drawings for the Town's many public works projects.



PALM BEACH COUNTY PARKS AND RECREATION DEPARTMENT

Address: 2700 6th Avenue South | Lake Worth, FL 33461

Primary Contact: Mark Beatty, AIA, Architecture Green, LLC

Phone: 561.249.6371 | Email: msb@architecturegreenllc.com

Projects: Canyon District Park | Bert Winters Park | Villages of Windsor Dog Park



Canyon District Park

Performance Period: 2017 - Ongoing

Consultant: Architecture Green, LLC

Sub-consultant: JMorton Planning & Landscape Architecture

Contract Amount: \$66,522

Services: Neighborhood Outreach | Conceptual Landscape Design | Landscape Contract Documents and Specification

JMorton continues to provide both land use planning and landscape design/hardscape design for Palm Beach County's Canyon District Park. The initial scope of work for this regional park included neighborhood outreach and site plan approval, followed by conceptual landscape design through to final landscape contract documents and specifications.

The project entry signage was upgraded to incorporate Florida field stone while native plant material will also be used as a backdrop. Native plant material is used throughout the site including littoral planting along the lake bank.

The entry and streetscape were designed to create vistas and view-sheds into the lake and littoral areas. Raised planters were incorporated into the concession area to soften the hardscape and provide for informal seating. The planters were sized to allow for the mature canopy tree growth to provide a shaded seating area.

Park program design elements include a multi-use bike and exercise fitness trail, active and passive recreation areas, and picnic pavilions. The retention ponds are designed as park amenities with a gently sloping bank and the littoral areas use varied elevations to provide for a greater range of wetland plant types.



PALM BEACH COUNTY PARKS AND RECREATION DEPARTMENT continued

Villages of Windsor Dog Park

Performance Period: 2017 - Ongoing

Consultant: Architecture Green, LLC

Sub-consultant: JMorton Planning & Landscape Architecture

Contract Amount: \$24,400

Services: Neighborhood Outreach | Conceptual Landscape Design | Landscape Contract Documents and Specification

The Villages of Windsor Dog Park is a long-awaited companion to Canyon District Park. Located on an underutilized piece of land, surrounded by residential communities, this Palm Beach County public park combines waterfront, walkability, and a well-appointed dog park into its design.

Surrounding communities desired a local dog park and JMorton was able to maximize the use of the space and provide active and passive uses in addition to the dog park. The park also includes a walking trail, pickleball courts, benches, and ample parking for local residents.

JMorton leads the team starting with the entitlement process for Palm Beach County and will put the finishing touches on the site with landscape treatment. The proposed landscape includes multiple species of canopy trees, ensuring that in the future, the walkways and dog park are provided with ample shade and both humans and canines will enjoy the park. Along with native canopy trees, groups of palm trees, and clusters of flowering trees will create scenic vistas across the lakes. Xeriscape shrub masses outside the fenced-in dog areas create habitat for pollinators and birds, while remaining drought tolerant and low maintenance.



PALM BEACH COUNTY PARKS AND RECREATION DEPARTMENT continued

Bert Winters Park

Performance Period: July 2022 - Ongoing

Consultant: Architecture Green, LLC

Sub-consultant: JMorton Planning & Landscape Architecture

Contract Amount: \$52,115

Services: Landscape Architecture Design | Construction Documents

Bert Winters Park is a 16.5 acre park with waterfront access situated between Jupiter and Palm Beach Inlets. The Park's construction has a three phased approach, with Phase I being previously constructed and consisting of active uses including a soccer field, baseball field, and a well utilized boat ramp. Phase II will complement the park's active uses with the addition of a play ground and picnic area. The existing boat ramp and tennis courts will be renovated, and the Rowing Club is to be relocated to a better suited site within the County. With the addition of the day use areas, the park invites families to enjoy the waterfront park more passively.

The phased approach to Bert Winters requires coordination, management, and mitigation of possible concerns as the Park is to remain open during construction and is adjacent to single family residential. Working with the Parks & Recreation Department, Zoning Division, and the homeowner, JMorton has been able to negotiate utilizing the existing berm and native Seagrape grove to meet the intent of the landscape buffer. By utilizing existing native vegetation, the high level of screening between the two uses will be maintained.

JMorton's landscape design incorporates multiple species of native shade trees and palms which complement the existing vegetation and mangroves and will provide relief from the sun. The picnic pavilions and nature trail will be planted with xeriscape plant material which welcome birds and pollinators, supplementing and complementing the natural habit already on site.



Earman Bridge - Village of North Palm Beach | FDOT District Four

Contact: Chris Mafera | Real Estate Analysts, LLC

Phone: (954) 884-5002 Ext. 1 | Email: cmafera@reanalysts.com

Performance Period: December 2020 - July 2023

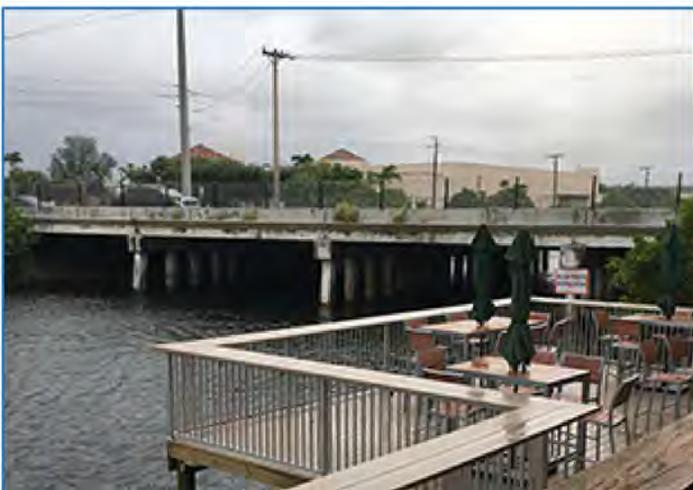
Consultant: Real Estate Analysts, LLC

Subconsultant: JMorton Planning & Landscape Architecture

Contract Amount: \$35,000

Services: Planning Services: Due Diligence | Code Review | Review of Cure Site Plans | Preparation of Planning Analysis Related to Property Development Potential Pre/Post FDOT Right-Of-Way Taking

JMorton provided planning services to an FDOT Consultant team comprised of an appraiser, surveyor and civil engineer to determine development potential and property value of land subject to right-of-way acquisition. The Earman Bridge FDOT project is located within the Village of North Palm Beach on the east and west sides of US Highway 1, just north of Northlake Boulevard. As part of the FDOT project to raise and widen this bridge, additional right-of-way was needed to accommodate the proposed improvements. Five properties were impacted and a thorough analysis was required in order to determine the fair market value of the land being taken by FDOT. JMorton worked with Village Staff to review current development approvals and future development proposals for those properties impacted by the taking. The analysis presented to the appraisal team and FDOT included analysis of existing site conditions, current land use and zoning regulations, current site plan approvals, and impacts of the proposed acquisition on the affected properties.



OTHER RELEVANT PROJECTS - JMORTON

Village of Tequesta Continuing Services | Village of Tequesta

Address: 345 Tequesta Drive | Tequesta, Florida 33469

Contact: Nilsa Zacarias | Community Development Director

Phone: (561) 401-9459 | Email: nzacarias@tequesta.org

Performance Period: 2018 - Ongoing

Services: Landscape/Hardscape Review | Prep/Issuance of Development Review Comments | Charrette | Community Outreach | Professional Consultation

City of Riviera Beach Continuing Services | City of Riviera Beach

Address: 600 W. Blue Heron Boulevard | Riviera Beach, FL 33404

Contact: Clarence Sirmons, AICP | Director of Development Services

Phone: (561) 845-4062 | Email: csirmons@rivierabeach.org

Performance Period: 2022 - Ongoing

Services: Permit, Site Plan and Project Review | Preparation of Review Documents and Reports | Preparation of Presentation Materials

City of Delray Beach Continuing Services | City of Delray Beach

Address: 100 N.W. 1st Avenue | Delray Beach, FL 33444

Contact: Anthea Gianniotis, AICP | Development Services Director

Phone: (561) 243-7041 | Email: GianniotisA@mydelraybeach.com

Performance Period: April 2021 - Ongoing

Services: Landscape Permit and Plan Review | Planning and Landscape Architecture Continuing Services Consultation

City of Boca Raton Golf Course | City of Boca Raton

Client: City of Boca Raton

Address: 201 West Palmetto Park Road | Boca Raton, FL 33432

Contact: Brandon Schaad | Director, Planning/Building/Code Enforcement

Phone: (561) 393-7789 | Email: bschaad@ci.boca-raton.fl.us

Performance Period: June 2021 - September 2021

Services: Planning Services including Due Diligence, Code Review and Application of Code Language, Meetings and Representation

OTHER RELEVANT PROJECTS continued

City of Fort Pierce Municipal Golf Course | City of Fort Pierce

Address: 100 N. Highway 1 | Fort Pierce, FL 34950

Contact: Nilsa Zacarias | Chen Moore & Associates

Phone: (561) 401-9459 | Email: nzacarias@chenmoore.com

Performance Period: May 2021 - March 2023

Services: Preparation of Base Maps from Site Plan | Preparation of Conceptual Landscape Plan | Preparation of Conceptual Plant List

WUD CROC Parking Expansion | Palm Beach County Water Utilities Dept.

Client: Palm Beach County Water Utilities Dept.

Address: 9045 Jog Road | Boynton Beach, FL 33472

Contact: Jeff Trompeter, P.E. | Civil Design, Inc.

Phone: (561) 815-8996 | Email: jtrompeter@civil-design.com

Performance Period: 2020 - May 2023

Services: Landscape/Hardscape Plan Preparation | Tree Disposition Plan Preparation | Professional Consultation

Plumosa School of the Arts | School District of Palm Beach County

Address: 3300 Forest Hill Boulevard | West Palm Beach, FL 33406

Contact: Jorge Fuentes | Song and Associates, Inc.

Phone: (561) 655-2423 | Email: jfuentes@songandassociates.com

Performance Period: 2020 - 2021

Services: Landscape Architecture Design | Construction Documents

Village of Palm Springs Public Safety Building | Village of Palm Springs

Address: 226 Cypress Lane | Palm Springs, FL

Contact: Henrique Certad | Song and Associates, Inc.

Phone: (561) 655-2423 xt. 121 | hcertad@songandassociates.com

Performance Period: 2022 - Ongoing

Services: Conceptual Landscape Design | Final Contract Documents & Specifications

Transportation Planning & Traffic Engineering Village of Wellington, FL

Primary Contact: Jonathan Reinsvold, P.E., Village Engineer

Phone: (561) 791-4052 | Email: jreinsvold@wellingtonfl.gov

Performance Period: 1999 to Present

Consultant: PTC Transportation Consultants

Scope of Work: PTC is currently providing transportation planning and traffic engineering services to Wellington. As part of this ongoing contract, PTC has completed reviews of traffic statements and site plans submitted by applicants for site plan approval.

These reviews included a determination of compliance with traffic performance and access management standards. Additionally, PTC has completed speed studies on roadways within Wellington and traffic capacity analyses for the SR 7 Corridor Study. PTC also advises Wellington on other transportation issues regarding circulation, access, and traffic calming. PTC assisted staff in rewriting the Traffic Performance Standards and updating the Comprehensive Plan for the Evaluation and Appraisal Report (EAR). Participation at staff meetings, development review committee meetings and public hearings is also included in the services.



General Consultant City of Palm Beach Gardens

Primary Contact: Natalie Crowley, AICP, Director of Planning & Zoning
Phone: (561) 799-4243 | Fax: (561) 799-4281 | Email: ncrowley@pbgfl.com
Performance Period: 2009 - Present
Consultant: PTC Transportation Consultants

Scope of Work: PTC is the general consultant for the City of Palm Beach Gardens, responsible for reviewing traffic concurrency statements for compliance with the City of Palm Beach Gardens' standards. Reviewing traffic studies for private development projects which included traffic concurrency, traffic circulation, and access. Developing the Mobility Plan and Fee for the City which incorporated code changes, Comprehensive Plan changes and development of multi-modal Quality of Service (QOS) standards and review procedures. Conducting roadway alignment/connectivity study and mobility studies. Providing technical data to support the EAR. Reviewing all site plan applications for the Briger/Alton DRI and Avenir projects, tracking vehicular trips and monitoring thresholds for compliance with Development Order conditions.



The Conservatory School at North Palm Beach North Palm Beach, FL

Primary Contact: Angelino Garcia

Phone: Email: angel.garcia.1@palmbeachschools.com

Consultant: Spinnaker Group

Services: LEED Consulting | Building Commissioning | Energy Modeling

With the end-goal of a resource efficient, healthy school environment to support and enhance the educational experience of its students, The Conservatory School in North Palm Beach achieved LEED Gold certification in June 2015.

The project encompassed the design and construction of a new 114,548 sf two story building and the remodeling of two existing buildings on a 10-acre campus to accommodate students, faculty and staff. The new design included new site amenities such as play fields, play courts, PE shelter, bus and parent drives, parking for staff, parents and visitors, landscaping, irrigation, and site utilities. This higher education project with multi-purpose spaced is ADA compliant.



The Square West Palm Beach, FL

Primary Contact: David Harrison

Phone: Email: dharrison@related.com

Consultant: Spinnaker Group

Services: Sustainability Consulting | LEED Consulting | Energy Modeling

CityPlace (now The Square) is West Palm Beach's entertainment and retail center. The 72-acre, vibrant destination offers residences, retail, a convention center, arts and cultural programs, office buildings such as 360 Rosemary (which achieve LEED Gold with our team), and a convention-center hotel, Hilton West Palm Beach (which achieved LEED Silver with our team).



In 2018, SOCOTEC was called on to provide sustainability consulting for then- CityPlace, which was looking to reshape the site's long-term vision. We joined developers, owners and the City to create goals that met present needs while preserving resources required for its future generations.

The resulting assessment embraced:

- Building a green economy for The Square.
- Minimizing the production of waste and greenhouse gas emissions.
- Acting as leaders within the region in achieving energy independence and security.
- Preparing for a changing climate.

Policy and tenant changes included businesses making an operational shift toward eco-friendly, sustainable practices. The resultant The Square vision of sustainability would balance human needs with the needs of the destination's culture and natural environment, and included:

- Community education.
- The availability of quality jobs, both high-tech and green collar.
- Developing a functional residence and business community with a sense of character and place.
- Opportunities for recreation.
- The integration of artistic principles into green building, natural resources, energy conservation, transportation and job creation.

With Spinnaker Group's assistance, an open, transparent, and participatory dialogue between everyone involved, from owners and developers to community and business members and other key partners, cemented a commitment and roadmap that

General Planning Services
Village of North Palm Beach



Public Works
Department

630 Old Dixie Highway
Lake Park, FL 33403
Phone: (561) 881-3345
Fax: (561) 881-3349

www.lakeparkflorida.gov

To: Caryn Gardner-Young
Community Development Department Director
Village of North Palm Beach

From: Roberto F. Travieso

Date: July 18, 2023

Subject: Letter of Recommendation, JMorton Landscape Architecture

Dear Ms. Gardner-Young,

I am writing this letter to highly recommend JMorton for their outstanding work and expertise in providing landscape architecture services to the Town. Having had the privilege of working closely with JMorton President Jennifer Morton and Project Manager Hays Henderson, I can confidently attest to their exceptional skills and commitment to excellence.

One of the notable strengths of JMorton is their creative design solutions that align with the Town's vision for streetscape enhancements. Their ability to be creative and propose innovative design concepts will greatly contribute to the aesthetic and functional improvement of our community. Furthermore, even when faced with challenging site constraints, JMorton has demonstrated their capability to provide high-quality design options along with estimated budget numbers, allowing the Town to make informed decisions.

Additionally, JMorton's knowledge of plant specifications, current market conditions for plant and hardscape materials, and their understanding of how plans are implemented in the field are truly impressive. This expertise has proven invaluable in creating designs that are not only visually appealing but also practical and feasible.

In conclusion, JMorton's expertise, professionalism, and dedication make them an exceptional candidate for any project requiring the highest level of detail and creativity in landscape architecture design. I highly recommend their services without reservation and believe that they will continue to excel in their endeavors.

Should you require any further information or have any questions, please do not hesitate to contact me. Thank you for considering this recommendation.

Sincerely,

Digitally signed by Roberto Travieso
DN: cn=Roberto Travieso, o=Town of Lake Park,
ou=Department of Public Works,
email=travieso@lakeparkflorida.gov, c=US
Date: 2023.07.18 11:44:57 -0400

ROBERTO F. TRAVIESO, MPA
Public Works Director



CITY OF
Boca Raton

DEVELOPMENT SERVICES DEPARTMENT
201 WEST PALMETTO PARK ROAD • BOCA RATON, FL 33432
PHONE (561) 393-7789
FAX: (561) 393-7784
(FOR HEARING IMPAIRED) TDD (561) 367-7043
www.myboca.us

July 24, 2023

To Whom it May Concern:

In 2021, JMorton Planning and Landscape Architecture was retained to assist the City of Boca Raton regarding planning and development issues relating to City-owned property in unincorporated Palm Beach County. Following the sale of the City's golf course to a developer, in which the City retained a portion of the property for existing and future communication towers and access to said properties, JMorton helped the City to work through a series of complex issues relating to Palm Beach County's platting and PUD requirements and related issues, including due diligence work, generation of proposed solutions and working directly with Palm Beach County staff to explain and work through the issues to help the City achieve its goals. In so doing, JMorton displayed a deep understanding of planning and regulatory processes, and carried out this work in a timely manner with excellent professionalism and customer service. I highly recommend JMorton Planning and Landscape Architecture to all potential clients.

Sincerely

Brandon R. Schaad, AICP, LEED AP
Development Services Director

STAY CONNECTED   

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General Planning Services
Village of North Palm Beach



Community
Development
Department

535 Park Avenue
Lake Park, FL 33403
Phone: (561) 881-3318
Fax: (561) 881-3323

www.lakeparkflorida.gov

July 24, 2023

To: Caryn Gardner-Young
Community Development Department Director
Village of North Palm Beach

From: Nadia Di Tommaso

Date: July 24, 2023

Subject: Letter of Recommendation, JMorton Planning & Landscape Architecture

Dear Ms. Gardner-Young,

I am writing this letter to highly recommend JMorton for their consistently outstanding work and expertise in providing planning and landscape architecture design services to the Town. We have been working with the JMorton firm for several years. Throughout this time we worked with them in the capacity of reviewing Town initiated planning projects consisting of public property development projects, master plans, rezonings, land use amendments, Town code amendments, and many more. The majority of our initiatives have required input, direction, preparation and presentation by JMorton's experienced team. The same is true for private property development projects, for which JMorton has been integral in reviewing for landscape architecture code compliance, with a keen understanding of planning principles that affect landscape design. They have been an excellent resource and have been able to think outside the box on some of our most forward-thinking initiatives.

My colleagues and I confirm that JMorton's expertise, professionalism, and dedication make them an exceptional candidate for any project requiring the highest level of understanding, detail and creativity in planning and landscape architecture design.

I highly recommend JMorton!

Do not hesitate to reach out to me directly with any questions.

Sincerely,

Nadia Di Tommaso, *FRA-RP, LEED Green Associate*
Community Development Director
nditommaso@lakeparkflorida.gov

COBWRA
COALITION OF BOYNTON WEST
RESIDENTIAL ASSOCIATIONS

MANAGING GROWTH AND QUALITY OF LIFE
SERVING WEST BOYNTON SINCE 1981
Over 110 Member Communities

November 24, 2017

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MYRNA ROSOFF
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PHILIP BARLAGE
1st Vice President

BRUCE BRODSKY
2nd Vice President

DEBORAH MURPHY
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BETH MILLER
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DIRECTORS

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DAGMAR BRAHS

EUGENE SOKOLOFF

PAUL GELLIS

AL MILLER

PHILIP LESLIE

KENNETH SANDEN

DR. R. CARRINGTON

TO WHOM IT MAY CONCERN:

Letter of Reference:

JMORTON PLANNING AND LANDSCAPE ARCHITECTURE

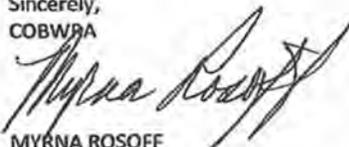
COBWRA is a civic organization representing more than 110 residential associations and 125,000 people in our west Boynton service area.

We have had considerable experience working with the Morton firm and Jennifer Morton in particular. Steve Oseroff, Chair of our Growth Management Committee has worked with her intensively on a variety of projects. As a retired land planner and developer himself, he joins me in commending her services to you.

JMPLA represents its client's interests well, with solid research and preparation. Presentations, whether before government bodies or citizens groups, are impressive. The ability to listen carefully, be receptive to constructive ideas, and remain open and flexible in discussion are strong traits of this very professional organization.

We recommend JMPLA to you without reservation. Please call me if you have any questions – 561-702-7868.

Sincerely,
COBWRA


MYRNA ROSOFF
President



Council

Anne Gerwig, Mayor
Michael J. Napoleone, Vice Mayor
John T. McGovern, Councilman
Michael Drahos, Councilman
Tanya Siskind, Councilwoman

Manager
Jim Barnes

July 13, 2023

Re: Letter of Recommendation – Pinter Troutman Consulting, Inc.

To Whom It May Concern:

The Village of Wellington has utilized Pinter Troutman Consulting, Inc. as the Village's primary Traffic Consultant since 1999. Additionally, we have used their services for special projects when a traffic consultant is needed. We have found all services and related work always to be delivered in a timely manner, mostly ahead of schedule. Services have consistently remained within the budget parameters of the project and/or contract. Response time and accessibility are vital when selecting a consultant here at the Village. Pinter Troutman Consulting is always reachable and responds to emails and phone calls promptly. They go that extra step to work closely with applicants when requested by the applicant.

Considering the almost 24 years of service Pinter Troutman Consulting, Inc. has provided us, it is my pleasure to recommend them to other prospective clients. They are highly experienced, professional, cooperative, and reliable. It is a pleasure to work with them.

Should you have any questions, please do not hesitate to contact me directly at (561) 791-4012. You may also feel free to contact Tim Stillings, Planning, Zoning and Building Director, at (561) 791-4013

Sincerely,

Cory Lyn Cramer, AICP
Planning and Zoning Manager

cc: Tim Stillings, AICP
File



July 14, 2023

To Whom It May Concern:

Pinder Troutman Consulting, Inc. has provided professional traffic engineering services to the City of Palm Beach Gardens as a consultant used for meeting the various traffic needs related to proposed development projects within the City.

I have been extremely pleased with the quality and timeliness of their services and would not hesitate to recommend Pinder Troutman Consulting, Inc. to other prospective clients. In particular, we have found Andrea Troutman and her staff to be professionally qualified, highly experienced, and extremely responsive to the interest of the City.

If you have any questions or need additional clarification, you may contact me at 561-799-4243.

Thank you,

Natalie M. Crowley, AICP
Director of Planning and Zoning

CITY OF PALM BEACH GARDENS

10500 N. Military Trail Palm Beach Gardens, FL 33410-4698
www.pbgfl.com

VILLAGE OF NORTH PALM BEACH GENERAL PLANNING SERVICES TEAM



Jennifer Morton
President

Work to Be Performed

- a. General Planning Services
- d. Graphic Design
- f. Landscape Design Plan Review & Inspection Services
- g. Other Duties Assigned by Community Development Director or Village Manager

GENERAL PLANNING SERVICES

LANDSCAPE DESIGN PLAN REVIEW/GRAPHIC DESIGN



Lauren McClellan
Director of Planning



Alex Ahrenholz
Project Manager



Michelle Duchene
Director of Landscape
Architecture & Design



Hays Henderson
Project Manager



Kinsey Bullock
Landscape Designer



Work to Be Performed

- b. Traffic Engineering & Planning



Andrea Troutman
President



Work to Be Performed

- c. LEED and Sustainability Consulting



Jonathan Burgess
Principal



Work to Be Performed

- e. Economic Development Planning/Reserach



Lawrence Zabik
President



Rebecca Mulcay
Vice President



Rafael Sanchez
Director of Sustainability

HEAD 2 HEAD IRRIGATION

- f. Irrigation



Coy Patrick
Owner



JENNIFER L. MORTON PLA, LEED AP

Principal-In-Charge, JMorton Planning & Landscape Architecture
LA0001666

Education: Bachelor of Landscape Architecture
University of Georgia

Affiliations: American Planning Association • Truist Advisory Board • Gold Coast Builders Association Board of Directors • Habitat for Humanity PBC Board of Directors (past) • Hannah's Home of Tequesta Board of Directors • Leadership Palm Beach County 2011 • Young Life of Palm Beach County Board of Directors (past)

Jennifer Morton has 32 years of experience in landscape architecture, land planning, entitlements and project management. Ms. Morton's experience with land planning issues has provided her a wide range of projects including large-scale mixed-use developments, planned unit developments, neighborhood commercial centers, hotels, schools, parks, government facilities, churches, synagogues and overall institutional campuses. Over the years, Ms. Morton has been the sub-consultant for planning and landscape architecture services on many government projects including Palm Beach County's Vista Center Governmental Complex, and Palm Beach County Convention Center.

Her portfolio also includes park projects for Palm Beach County and local municipalities, Landscape Architecture services for the School Districts of Palm Beach and Martin Counties, and a variety of contracts for municipal continuing services in planning and landscape architecture.

Since founding JMorton Planning & Landscape Architecture in 2014, Ms. Morton has focused her efforts on creating a firm where innovative ideas and design and outstanding customer service are top priorities that every Client enjoys. Her team has the same dedication that she brings to every project, and is why JMorton has a reputation for excellence.

PROJECT EXPERIENCE

Canyon District Park Boynton Beach, Florida

Principal-In-Charge

- Community outreach and due diligence research related to entitlements prior to preparing the landscape, hardscape and littoral planting plans for a 53-acre regional park site.
- Worked closely with the Palm Beach County Parks and Recreation Department during the outreach meetings with the Coalition of Boynton West Residential Associations (COBWRA) and neighborhoods directly adjacent to the regional park to determine appropriate amenities to minimize impacts such as noise and light, and to communicate schedule.

Cobblestone Commons Boynton Beach, Florida

Principal-In-Charge

- Provided Planning, Entitlement and Landscape Architecture services for the proposed commercial shopping center.
- Community outreach was a major factor in receiving support and ultimate approval by the Board of County Commissioners.
- COBWRA refers to this project as the "gold standard" for all future commercial projects.

Tequesta Park Tequesta, Florida

Principal-In-Charge

- Assisted Community Development Director with neighborhood outreach efforts to receive input from community adults and children as part of the design process
- Led individual tables to identify needs including "out of the box" thinking.
- Facilitated discussion to include emphasis on existing vegetation.



LAUREN McCLELLAN

Director of Planning, JMorton Planning & Landscape Architecture

Education: Bachelor of Arts, Public & Urban Affairs, Virginia Tech
Master of Urban & Regional Planning, Virginia Commonwealth University

Affiliations: Member, American Planning Association • Member, Strong Towns • Government Affairs Committee, Palm Beach North Chamber of Commerce • Council Member, Royal Palm Beach Planning & Zoning Commission • Board of Directors, Habitat for Humanity Palm Beach County • Leadership of Palm Beach County, Class of 2017, Program Chair for Engage Program • Prosperity Program, Palm Beach North Chamber of Commerce, Class of 2018

Lauren McClellan has extensive professional planning experience in Palm Beach County including: reviewing and evaluating future land use map amendments, comprehensive plan text amendments, zoning map amendments, zoning text amendments, site plans, and variances; preparing policy and development regulations; and preparing written recommendations to advisory boards and elected officials. Ms. McClellan's career began in the Palm Beach County Planning Division where she processed and coordinated the review of small and large scale Comprehensive Plan land use and text amendments for consistency with growth management directives, County policies, and State requirements. She conducted pre-application meetings with land owners and land development professionals to determine development opportunities based on existing/proposed land use designations.

Ms. McClellan brings a total of 20 years of public and private sector professional planning practice in South Florida with specific expertise in land use and zoning processes, zoning code and land use amendments, entitlements, site plan review and project management. As the Director of Planning, Ms. McClellan works with her clients to ensure their projects receive the necessary attention to secure approvals on time and within budget. She performs due diligence and land planning research for both public and private sector clients and represents their interests.

PROJECT EXPERIENCE

Village of Palm Springs, Florida

Planner

- Prepared multiple land development regulation amendments to:
 - Enhance the landscape requirements for new development and redevelopment projects
 - Create new use regulations for uses previously not permitted within the Village municipal limits
 - Create new sign regulations to enhance the visual environment of the commercial corridors while also incorporating new trends for electronic message signage

FDOT Earman Bridge North Palm Beach, Florida

Senior Project Manager

- Researched and reviewed municipal land use and zoning maps, zoning codes, and prior site plan approvals to determine existing site conformities, development potential, and impacts of proposed right-of-way takings.
- Analyzed proposed layouts prepared by engineer to cure non-conformities created by right-of-way takings.
- Prepared detailed reports summarizing findings and providing details to be used by property appraisers.

Agriculture Reserve Master Planning Palm Beach County, Florida

Director of Planning

- Reviewed Comprehensive Plan and Master Plan to determine goals, objectives, and policies in need of update to address existing inequities in current housing opportunities, employment opportunities and provision of services.
- Prepared and presented various Comprehensive Plan amendments to County Staff, appointed advisory board and elected officials on behalf of her private developer clients to allow for the development of multi-family housing, light industrial space, housing for the aging population, and recreation opportunities for the existing and future residents.



ALEX AHRENHOLZ AICP

Project Manager, JMorton Planning & Landscape Architecture

Education: Bachelor of Science Sustainability and the Built Environment
University of Florida
Master of Urban and Regional Planning
University of Florida

Affiliations: Member, American Planning Association.

Alex Ahrenholz grew up in Jupiter, FL and returned to Palm Beach County to begin his planning career with a local planning firm. Alex gained his private sector experience with land use and zoning entitlement projects and advanced to Project Manager.

After 3 years, Alex decided to expand his knowledge and experience by accepting a position as Principal Planner with the Village of North Palm Beach. He gained experience in writing code amendments, coordination with various design disciplines and presenting at public hearings.

Alex recently joined JMorton Planning and Landscape Architecture after 3 years with the Village and immediately became immersed in several large-scale development projects in Palm Beach County including Comprehensive Plan text amendments and Planned Unit Developments. He has also been invaluable in providing planning review services for the City of Riviera Beach.

PROJECT EXPERIENCE

North Palm Beach, Florida

Principal Planner/ Acting Community Development Director

- Coordinated development review for Planning Commission and Village Council. Created staff reports and gave presentations for various developments. Projects include 200 Yacht Club Drive and Prosperity Village.
- Organized and drafted regulations for the R1 single family zoning district after numerous meetings with the residential ad-hoc committee.
- Created new Planned Development regulations for the C3 Regional Business District after public meetings and coordination with Treasure Coast Regional Planning Council and Town of Lake Park.

Palm Beach County Fire Rescue Station 40

- Responsible for preparation and organization of all application materials. Coordination of design documents between engineer, architect, and traffic consultants.
- Facilitated community outreach meeting with adjacent neighbors.

Riviera Beach Plan Review Consulting Services

- Planning review of development applications for code compliance.
- Review of proposed City facilities and services.
- Coordination with City staff to provide timely feedback to applicants.



MICHELLE DUCHENE PLA, ASLA

Director of Landscape Architecture and Design, JMorton Planning & Landscape Architecture
LA6667416

Education: Bachelor of Landscape Architecture
University of Illinois

Affiliations: American Society of Landscape Architects

When **Michelle Duchene** graduated from the University of Illinois in 2005, she relocated to South Florida and focused her career on Palm Beach County and the surrounding regions. Her portfolio includes a wide range of projects from high-end residential and elite equestrian estates and event grounds, to large and small-scale industrial and commercial, multi-family residential, and institutional projects including museums, public parks and schools, and County fire stations. With 18 years of experience preparing code-compliant plans across many municipalities in Palm Beach County, Ms. Duchene brings specialized knowledge of municipal code interpretations and applications. Working closely with her colleagues of Planners and Site Designers, Ms. Duchene has the expertise to provide conceptual site design, through construction and close out. Throughout her career, she has been contracted to provide consulting work for municipalities, including the Town of Haverhill where she provided Landscape Plan review, inspections, and contributed to code updates and re-writes for several years. Ms. Duchene also sits on Palm Beach County's LDRAB Subcommittee as an interested party, bringing experience from the private sector to ensure code modifications are well rounded and reasonable. Currently, she performs site and landscape plan review for the City of Riviera Beach, represents the City during meetings with applicants, and utilizes the City's online system to provide comments and other conditions pertaining to applications.

PROJECT EXPERIENCE

Village of Palm Springs Public Safety Building Palm Springs, Florida

Project Manager

- Scope includes Conceptual Landscape Design and Final Contract Documents and Specifications
- Expansion includes modifications to parking lot, securing a portion of the site, relocating existing trees and water feature, and outdoor patio space for the employees
- Proposed landscape design integrates plant material from existing campus to the addition
- Shade trees are proposed in the parking lot to provide shade and reduce the heat island effect

West Riviera Beach Elementary School Riviera Beach, Florida

Project Manager

- Landscape and irrigation oversight
- Classroom buildings hug a courtyard landscape feature, which is flanked by landscaped children's play areas
- Sensory garden that incorporates landscape, hardscape, and raised planters
- Florida-Friendly landscape principles provide for low maintenance landscape with environmentally sustainable practices

Villages of Windsor Dog Park, PBC Parks & Recreation Lake Worth, Florida

Landscape Architect

- Site design for Phase I of 31-acre public park
- Site consists of lakes, dog parks, fitness trails, picnic areas
- Preparation of presentation graphics
- Future contracted Landscape Design for all planted areas and littoral areas



HAYS HENDERSON PLA, ASLA

Project Manager, JMorton Planning & Landscape Architecture
LA6667203

Education: Bachelor of Landscape Architecture
University of Florida

Affiliations: American Society of Landscape Architects • CLARB Certified • International Society of Arboriculture

Hays Henderson joined the JMorton team in 2015, providing landscape and hardscape design and project management. As a Florida registered Landscape Architect with over 30 years experience, he has worked on a wide range of projects from large residential communities and complex country club amenities to code review and plan analysis for public sector agency. Mr. Henderson combines his technical knowledge with his creative abilities to translate the Client's vision into an innovative design. He has a passion for transforming sites by combining detailed site analysis with the site program, proposed architecture, and Client consultation.

Mr. Henderson is an expert at site assessment including existing vegetation, topography and soil classification that inform how best to integrate proposed improvements with existing conditions. His ability to provide effective design solutions as projects progress and client needs evolve enables him to deliver successful outcomes regardless of the challenge. With his experience, lessons learned in the field, and creative abilities, he delivers well designed and detailed documents, limiting change orders so projects are delivered on time and on budget.

Mr. Henderson uses his vast knowledge and experience in the private sector to assist cities with landscape review and is a resource on all plant and hardscape questions. Because of great staff relationships, city staff utilize his expertise for city projects.

PROJECT EXPERIENCE

Town of Lake Park Public Works Lake Park, Florida

Project Manager

- Respond to requests by Public Works Director to prepare landscape/hardscape plans for projects such as Park Avenue Streetscape, Pocket Park and Dog Park.
- Participate in public outreach by assisting with presentation materials, Powerpoints, attending community meetings.
- Representation of projects before Town Council.

Canyon District Park Boynton Beach, Florida

Project Manager

- Designed a mix of active and passive recreation areas including sports fields and a fitness trail
- Canopy trees and low shrubs used around the active use fields to buffer park uses while providing for a visual connection with the park
- Interior planting design incorporated canopy and understory trees at varied growth stages to replicate a natural succession habitat

City of Delray Beach Development Services Delray Beach, Florida

Project Manager

- Landscape/Hardscape review of plans submitted for Technical Advisory Committee (TAC).
- Preparation of letter identifying code compliance deficiencies and recommendations for compliance.
- Participation in weekly TAC meetings.



KINSEY BULLOCK

Landscape Designer, JMorton Planning & Landscape Architecture

Education: Bachelor of Landscape Architecture
University of Georgia

Affiliations: American Society of Landscape Architects • Palm Beach North Chamber of Commerce

Kinsey Bullock specializes in solution-oriented design, producing creative plans that maintain functionality and meet or exceed municipal zoning code requirements. Recently Ms. Bullock successfully completed a large-scale mixed-used development design that included multifamily residential, industrial, recreational, commercial, and retail uses. The process of designing included several meetings with various stakeholders, municipality staff, the general public, and the Client. Utilizing the feedback received from various parties, plans were created to address all concerns, while offering an inspired design for the clients and the future site users.

Ms. Bullock's experience in site design includes large-scale design, religious and institutional campuses, mixed use developments, commercial and retail developments, and industrial developments. Ms. Bullock's experience in plan review includes landscape and site plan review consultation for multiple municipalities.

Prior to joining JMorton, Ms. Bullock worked as a freelance graphic designer. She worked with several large corporations and smaller start-up companies to build brand aesthetics and marketing materials through the use of logo design, brochures and business cards, print advertisements, and social media content.

PROJECT EXPERIENCE

City of Delray Beach Development Services Delray Beach, Florida

Contracted Reviewer

- Provided on-site landscape plan and permit review.
- Responded to phone calls, emails and office visits by the public.
- Utilized the City's systems for plan review, data input and permit sign-offs.

Town of Lake Park Community Development Services Lake Park, Florida

Contracted Reviewer

- Assists Project Manager with plan review.
- Identifies inconsistencies between plans and Town code. Cites code sections to utilize with comment letter.

WUD CROC Parking Expansion Palm Beach County, Florida

Landscape Designer

- Parking renovation to the Palm Beach County Water Utilities Department (WUD) Central Regional Operations Center (CROC) located at Okeeheelee Park in unincorporated Palm Beach County.
- Proposed site plan and required engineering easements created impacts to an existing native canopy tree stand. An assessment of the tree quality for impacted jurisdictional canopy, understory and palm plant material was provided to the client.
- Based on the resulting tree survey, a tree mitigation plan was created following Palm Beach County Department of Environmental Resources Management regulations.
- Initial tree assessment allowed JMorton to take the lead in fostering a dialogue between the Palm Beach County WUD and the Palm Beach County Department of Environmental Resources Management.



ANDREA M. TROUTMAN P.E.

President, PTC Transportation Consultants

Education: Bachelor of Science Civil Engineering
University of Miami

Affiliations: Institute of Transportation Engineers • Florida Engineering Society • Palm Beach County Planning Congress

Andrea Troutman has over 36 years of traffic and transportation engineering experience. Before founding Pinder Troutman Consulting, Inc. in 1998, she worked for nearly ten years on projects throughout South Florida for another consulting firm. Her experience included the preparation of signing and marking plans and signalization plans for several projects. She performed technical analyses for traffic impact studies including intersection and roadway link capacity analyses, as well traffic modeling.

Ms. Troutman is responsible for the daily management of the office, including all financial aspects, completing proposals, bids and overseeing staff. In addition to office management, Ms. Troutman is responsible for traffic engineering and transportation planning analysis for both private and public sector projects including the technical analysis, report preparation and presentation at agency review meetings. She has extensive experience with various computer programs.

PROJECT EXPERIENCE

Wellington Continuing Services

- PTC is the traffic engineering consultant for Wellington, responsible for reviewing traffic concurrency statements for compliance with Wellington’s comprehensive plan and concurrency regulations.
- Advises on other transportation issues regarding circulation, access, traffic calming, signal warrant and speed studies.
- Updated Wellington’s Traffic Performance Standards
- PTC has worked with Wellington for twenty years, with Ms. Troutman serving as the firm’s representative.

Palm Beach County Continuing Services

- PTC has been a sub-consultant for PBC’s Facilities and Property Real Estate Management Divisions for over twenty years, addressing traffic engineering and transportation planning issues.
- Completed numerous due diligence traffic analyses for property acquisition and development for libraries, jails, parks, sheriff’s substations and fire stations.

Palm Beach Gardens Continuing Services

- PTC has been one of the traffic engineering consultants for the City of Palm Beach Gardens for twelve years.
- Responsible for reviewing traffic concurrency statements for compliance with the City’s comprehensive plan for concurrency regulation.
- Recently completed, in conjunction with NUE Urban Concepts, Mobility Plan and Fee studies for the City that addressed multimodal improvements throughout the City and the adoption of a Mobility Fee.



REBECCA J. MULCAHY P.E.

Vice President, PTC Transportation Consultants

Education: Bachelor of Science Civil Engineering
University of Missouri - Rolla

Affiliations: Institute of Transportation Engineers • American Society of Civil Engineers

Rebecca Mulcahey is responsible for traffic engineering and transportation planning analysis for both private and public sector projects including the technical analysis, report preparation and presentation at agency review meetings. Ms. Mulcahy has an extensive background in traffic signal warrant studies, traffic signal design, signal timing, and traffic operations.

She has experience in various computer programs including Highway Capacity Software, Synchro, and FDOT LOS software, including ART-PLAN and HIGHPLAN. Additionally, she has developed complex trip internalization matrices for mixed-use projects.

Ms. Mulcahy has 38 years of traffic and civil engineering experience. She has been with Pinder Troutman Consulting, Inc. for 22 years. Prior to that, she worked for Palm Beach County for over nine years as the County's Traffic Signal Engineer. She also worked for another consulting engineering firm involved in roadway design, signing and pavement marking plans, transportation planning and site planning. Ms. Mulcahy also has experience working for a public utility company in Illinois.

PROJECT EXPERIENCE

City of Palm Beach Gardens Review

- PTC is the general consultant for the City of Palm Beach Gardens, responsible for reviewing traffic concurrency statements for compliance with the City's concurrency regulations.
- Ms. Mulcahy has reviewed traffic studies for private development projects, such as daycare facilities and a charter school, which included traffic concurrency, traffic circulation, and access.
- She is also reviewing all site plan applications for the Briger/Alton DRI, tracking vehicular trips and monitoring thresholds for compliance with Development Order conditions.

Westlake

- PTC was the transportation consultant for Minto's western community, now know as the City of Westlake.
- PTC conducted all aspects of the original traffic study, including trip generation, internalization, roadway and intersection analyses, mitigation measures, and proportionate share payments.
- Currently provide traffic statements for individual site plan applications, monitor Development Order conditions and assists with site access and internal roadway and intersection configurations.

School Traffic Studies

- Completed numerous concurrency traffic impact studies for Palm Beach County School District for new and expanded public schools and private schools.
- Developed site circulation plans for vehicular traffic, including buses, staff and parents.
- Traffic operation issues at school driveways were also addressed.



JONATHAN BURGESS PLA

Principal, Spinnaker Group

Education: Bachelor of Landscape Architecture
University of Rhode Island

Registrations/Accreditations: LEED Fellow • LEED Accredited Professional (AP) Building Design + Construction (BD+C) • LEED AP Neighborhood Development (ND) • WELL AP • USGBC Faculty • WELL Faculty • Sites AP • FGBC Designated Professional • Green Globes Professional

Affiliations: United States Green Building Council (USGBC) • American Institute of Architects (AIA) • Urban Land Institute (ULI) • American Society of Landscape Architects (ASLA)

Jonathan Burgess is a creative leader and serial entrepreneur focused on ventures that promote sustainable products, landscapes and real estate development. For more than a decade, he has focused on assisting architects, design professionals, and construction teams with creating high-performing, healthy buildings and neighborhoods.

As a LEED Fellow and Principal of Spinnaker Group, a Division of SOCOTEC, Jonathan and his team have consulted on more than 200 certified green-building projects (LEED, WELL, LBC, Green Globes, FGBC and NGBS). His firm has more than 200 active projects currently pursuing certification across the USA and beyond.

With more than 16 years of experience in sustainable design and landscape architecture, Jonathan became in 2017 the youngest person in the world to achieve the prestigious accreditation of LEED Fellow. As a much sought-after speaker and lecturer, Jonathan also tours the country as both USGBC Faculty and WELL Faculty, educating and advocating for the adoption of the LEED and WELL building standards across Florida and beyond. He is an Adjunct Professor at the University of Miami's prestigious School of Architecture. Jonathan was the Founding Chair of the West Palm Beach Sustainability Committee.

PROJECT EXPERIENCE

NEIGHBORHOOD DEVELOPMENT

- **The Square**, West Palm Beach, FL
Sustainability Consulting & Certification, LEEDv4 Neighborhood Development in Progress for Gold certification in 2024
- **Miami Design District**, Miami, FL
Sustainable Project Certification, LEEDv4 Neighborhood Development Gold 2021
- **Northwest Gardens**, Ft. Lauderdale, FL
Sustainable Project Certification, LEEDv2009 Neighborhood Development Silver 2019

EDUCATION

- **The Conservatory School**, North Palm Beach, FL
Sustainable Project Certification, LEEDv2009 for Schools Gold 2015

MUNICIPAL

- **Sustainable Building Ordinance**, City of Delray Beach, FL
Building Code Consulting
Completed 2022



RAFAEL SANCHEZ LEED AP BD+C

Director of Sustainability, Spinnaker Group

Education: Master in Habitat, National University of Colombia
Executive Master of Business Administration, University of Barcelona
Bachelor of Architecture, Central University of Venezuela

Registrations/Accreditations: LEED AP BD+C • FGBC Designation Professional • Green Globes Professional • Parksmart Advisor

Affiliations: United States Green Building Council (USGBC) • American Institute of Architects (AIA)

Rafael Sanchez is a Director of Sustainability at Spinnaker Group, a Division of SOCOTEC, focused on new construction and interiors projects. He spearheads the certification process for multiple green building rating systems and provides sustainable building research and project direction. With more than 15 years of experience in residential and retail architecture, Rafael has worked on architectural design projects in Miami, Venezuela, and Spain, always with an emphasis on efficient design. Rafael believes that sustainability efforts should be a part of everyone's life and, like human habitats, should be transdisciplinary experiences in which everyone is invited to participate.

Rafael is currently on the Florida Market Advisory Board for the U.S. Green Building Council, the organization that created and educates about LEED certification. He is also part of the Parent Advisory Committee for schools at Dream In Green, a nonprofit that focuses on providing free environmental education programs to schools and communities across Miami, the third largest school district in the U.S.

PROJECT EXPERIENCE

NEIGHBORHOOD DEVELOPMENT

- **The Square**, West Palm Beach, FL
Sustainability Consulting & Certification, LEEDv4 Neighborhood Development in Progress for Gold certification in 2024
- **Miami Worldcenter**, Miami, FL
Sustainable Project Certification, LEEDv2009 Neighborhood Development
Silver 2020

MUNICIPAL

- **Peter Bluesten Park**, Hallandale Beach, FL
Sustainable Project Certification, LEEDv2009 New Construction
Gold 2022
- **Hollywood Fire Station 45**, Hollywood, FL
Sustainable Project Certification, LEED V2009 New Construction
Gold 2021
- **Broward Sheriff Officer Training Center**, Ft. Lauderdale, FL
Sustainable Project Certification, LEEDv4 New Construction on progress to achieve LEED Silver Certification in 2023
- **Charlotte J. Burrie Community Center**, Pompano Beach, FL
Sustainable Project Certification LEEDv4 Operations + Maintenance on progress to achieve LEED Silver certification in 2023



LAWRENCE ZABIK

Partner, Zabik & Associates, Inc.

Education: B.S. Electrical Engineering
Norwich University

M.A. Economics
University of Oklahoma

United State Air Force: Commissioned Officer, Construction Engineer

Elected Positions: Fmr. Village Councilman, Vice Mayor, Village of Royal Palm Beach

Lawrence Zabik is one of the founding partners of Zabik & Associates, Inc. Mr. Larry Zabik has been managing construction projects for over 40 years. As a Managing Partner, Mr. Zabik is responsible for daily operations, direction of staff and specializes in total project management.

Zabik & Associates, Inc. has completed over 75 demographic and marketing studies in support of zoning applications and business development. Mr. Zabik utilizes IMPLAN Economic Impact Planning Software along with 35 years of local expertise and in-depth economic knowledge.

As Assistant Superintendent for Support Services for Palm Beach County Schools, Mr. Zabik directly managed all resources and personnel required for the physical operation and maintenance and maintenance of all 132 district campuses. During his tenure, \$500 million in construction and renovation was completed with 90% completed on-time and within budget, with a change order rate cited by Coopers and Lybrand as being half the national and state averages.

Mr. Zabik implemented use of the Design/Build delivery system, reducing historical construction costs by 30% and completion times by 25%.

PROJECT EXPERIENCE

Equestrian Village Lagoon & Estates, Wellington, FL

- Mixed use development includes 700 homes, townhouses, resort complex, enhanced equestrian amenities, shopping center and hotel.
- Prepared market study analyzing impacts to the local economy and incremental tax effect for the Village of Wellington
- Study was completed in conjunction with the Village of Wellington and the Village's planning consultant to provide high-quality data for Village financial projections.
- Project is currently being considered by Wellington Planning and Zoning Commission.

Tuttle Properties, Royal Palm Beach, FL

- Provided over five years of on-going market and demographic analysis to support various options being considered for the Tuttle Properties, also known as "The City Place of the West".
- The approved development includes approximately 2,000 residential units, 500,000 SF of commercial and retail space, a high-end hotel and charter school.
- Our analysis has been utilized by the Village of Royal Palm Beach for financial planning and to evaluate the proposed development.

Innovation Circle, Jupiter, FL

- The mixed-use development in the Town of Jupiter includes a hotel, a specialty hospital, medical office, retail and professional office space.
- Prepared a market study that quantified the economic impacts as well as confirmed support of the location at the intersection of I-95 and Indiantown Road.

JMorton is not involved in any litigation now or in the past 5 years.

JMorton has not been terminated for default, non-performance or delay in the past five (5) years.

JMorton's current hourly rates are listed below. If awarded the contract to provide planning services for the Village of North Palm Beach, we will provide the Village with a detailed proposal outlining the scope of services, professional fees and time required to complete a specific project. Depending on the Village's preference, JMorton can work on a fixed fee basis or hourly rate schedule which will be negotiated as part of the awarding of the contract.

Position	Hourly Rate
Principal	\$200
Project Manager	\$150
Senior Planner	\$150
Senior Landscape Architect	\$150
Urban Designer	\$150
Planner	\$125
Landscape Architect	\$125
Inspector (Zoning & Landscape)	\$125
GIS Specialist	\$125
CADD/Technician	\$125
Planning Technician	\$125
Clerical/Administrative	\$75

General Planning Services
Village of North Palm Beach

Ron DeSantis, Governor
Julie I. Brown, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

MORTON, JENNIFER LEE

JMORTON PLANNING & LANDSCAPE ARCHITECTURE, INC.
3910 RCA BLVD.
SUITE 1015
PALM BEACH GARDENS FL 33410

LICENSE NUMBER: LA0001666
EXPIRATION DATE: NOVEMBER 30, 2023
Always verify licenses online at MyFloridaLicense.com

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Ron DeSantis, Governor
Julie I. Brown, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

DUCHENE, MICHELLE LYNN

6927 BAYSHORE DRIVE
LAKE WORTH FL 33462

LICENSE NUMBER: LA6667416
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Julie I. Brown, Secretary

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STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

HENDERSON, HAYS PRESTON

900 NW TREASURE RD
STUART FL 34994

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Ron DeSantis, Governor
Melanie S. Griffin, Secretary

Florida FBPE

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

TROUTMAN, ANDREA M

4041 KINGSTON LANE
PALM BEACH GARDENS FL 33418

LICENSE NUMBER: PE45409
EXPIRATION DATE: FEBRUARY 28, 2025
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Ron DeSantis, Governor
Melanie S. Griffin, Secretary

Florida FBPE

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

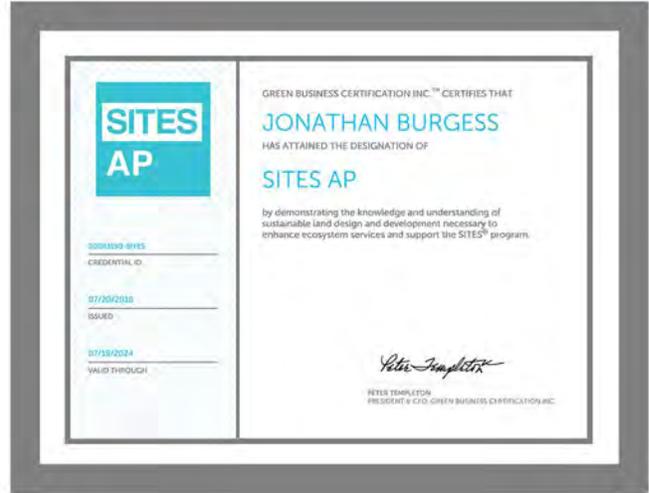
MULCAHY, REBECCA J.

6320 WOOD LAKE ROAD
JUPITER FL 33458

LICENSE NUMBER: PE42570
EXPIRATION DATE: FEBRUARY 28, 2025
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General Planning Services Village of North Palm Beach



General Planning Services
Village of North Palm Beach



LEED BUSINESS CERTIFICATION (B.C.) CARD FINDER TOOL

**Rafael Andres Sanchez
Brossard**

HAS ATTAINED THE DESIGNATION OF

LEED AP[®] Building Design + Construction

By demonstrating the knowledge and understanding of green building practices and principles needed to support the use of the LEED[®] Green Building Program.

Peter J. J. J.

LEED AP BUSINESS CERTIFICATION (B.C.) CARD FINDER TOOL



Exhibit B
INFORMATION STATEMENT

Please Note: All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration)
JMorton Planning & Landscape Architecture _____

Address:
3910 RCA Blvd., Suite 1015 _____

City: Palm Beach Gardens _____ State: FL _____ Zip: 33410 _____

Telephone No. (561) 500-5060 FAX No. _____

Email: office@jmortonla.com _____

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
1	7/10/23	4	7/12/23
2	7/10/23	5	7/14/23
3	7/12/23	6	7/17/23

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. If this section does not apply to your bid, simply mark N/A

N/A

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the Village and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, hereby agrees that the Village shall have no liability for respondent's indirect, incidental, consequential, special or

RFP – General Planning Services

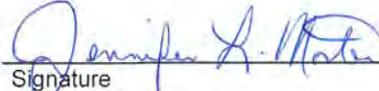
General Planning Services
Village of North Palm Beach

exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings.

Submitted by:

Jennifer L. Morton

Name (printed)


Signature

President

Title

July 20, 2023

Date

RFP – General Planning Services

EXHIBIT C

NONCOLLUSIVE AFFIDAVIT FORM

STATE OF Florida

COUNTY OF Palm Beach

Jennifer L. Morton being first duly sworn deposes and says that:

1. He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting the Proposal.
2. The Proposal is genuine and is not a collusive or sham Proposal.
3. Neither the Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, have in any way, colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Proposer, firm, or person to fix the price in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price in any other Proposer; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage in the proposed Contract.
4. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Date: 07/20/2023

By Jennifer L. Morton

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared Jennifer L Morton, an authorized representative of JMorton Planning and Landscape Architecture, well known to me and known to me to be the person(s) described in and who executed the foregoing instrument and have acknowledged before me that they executed the same. WITNESS my hand and official seal in the County and State last aforesaid this 20th day of July, 2023.

Lauren L. McClellan

Notary Public - State of Florida at Large
(Printed, typed or stamped commissioned name of notary public)



LAUREN L. MCCLELLAN
Commission # HH 057806
Expires February 28, 2025
Bonded Thru Budget Notary Services

RFP – General Planning Services

**EXHIBIT D
DRUG-FREE WORK PLACE CERTIFICATION**

The undersigned Contractor, in accordance with Section 287.087, Florida Statutes, hereby certifies that

JMorton Planning & Landscape Architecture does:
Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.

Jennifer A. Morton
Proposer's Signature

July 20, 2023
Date

EXHIBIT E
SCRUTINIZED VENDOR CERTIFICATION
PURSUANT TO SECTION 287.135, FLORIDA STATUTES

This sworn statement is submitted to the Village of North Palm Beach, Florida

by Jennifer L. Morton, President
(print individual's name and title)
for JMorton Planning & Landscape Architecture
(print name of entity submitting sworn statement)

whose business address is 3910 RCA Blvd., Suite 1015, Palm Beach Gardens, FL 33410

and (if applicable) its Federal Employer Identification Number (FEIN) is: 47-1615252

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

1. I hereby certify that the above-named entity:
 - A. Does not participate in the boycott of Israel; and
 - B. Is not on the Scrutinized Companies that Boycott Israel List.

Section 287.135, Florida Statutes, prohibits the Village from contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.

As the person authorized to sign on behalf of the above-named entity, I hereby certify that the statements set forth above are true and that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees and/or costs. I further understand that any contract with the Village for goods or services may be terminated at the option of the Village if the company has been found to have submitted a false certification.

Jennifer L. Morton
(Signature)

The foregoing document was sworn and subscribed before me this 20th day of July, 2023 by Jennifer Morton, who is personally known to me or produced _____ as identification.

Lauren L. McClellan
Notary Public
My Commission Expires:



LAUREN L. MCCLELLAN
Commission # HH 057806
Expires February 28, 2025
Bonded Thru Budget Notary Services

RFP – General Planning Services

EXHIBIT F
PUBLIC ENTITY CRIMES FORM

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to Village of North Palm Beach
(Print name of the public entity)

By Jennifer L. Morton, President
(Print individual's name and title)

for JMorton Planning & Landscape Architecture
(Print name of entity submitting sworn statement)

Whose business address is 3910 RCA Blvd., Suite 1015, Palm Beach Gardens, FL 33410

and (if applicable) its Federal Employer Identification Number (FEIN) is 47-1615252
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any Proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, no jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - 4-1. A predecessor or successor of a person convicted of a public entity crime:
or
 - 4-2. Any entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a

General Planning Services
Village of North Palm Beach

joint venture with a person who has been convicted of a public entity crime in the State of Florida during the preceding 36 months shall be considered an affiliate.

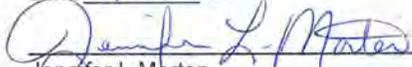
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposal applies to Proposals on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an entity.
6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (indicate which statement applies)

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one of more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

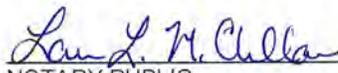
Date 7/20/2023

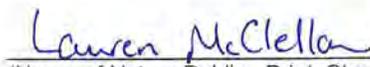

Jennifer L Morton

State of Florida
County of Palm Beach

The foregoing instrument was acknowledged before me this 20th day of July, 2023 by Jennifer L Morton of JMorton Planning and Landscape Architecture, who is personally known to me or who has produced _____ as identification and who did (did not) take an oath.

WITNESS my hand and official seal.


NOTARY PUBLIC


(Name of Notary Public: Print, Stamp,
or type as Commissioned)



LAUREN L. MCCLELLAN
Commission # HH 057806
Expires February 28, 2025
Bonded Thru Budget Notary Services

RFP – General Planning Services

REFERENCES

Customer Name:	City of Boca Raton
Customer Location:	Boca Raton, FL
Population (if Government):	94,885
Customer Contact Person:	Brandon Schaad, Director, Planning/Building/Code Enforcement
Customer Phone Number:	(561) 393-7789
Customer Contact Fax:	N/A
Customer Contact E-Mail:	bschaad@ci.boca-raton.fl.us
Project Description:	Planning Services for Boca Raton Golf Course

Customer Name:	City of Delray Beach
Customer Location:	Delray Beach, FL
Population (if Government):	66,044
Customer Contact Person:	Anthea Gianniotis, AICP, Development Services Director
Customer Phone Number:	(561) 243-7041
Customer Contact Fax:	N/A
Customer Contact E-Mail:	GianniotisA@mydelraybeach.com
Project Description:	Landscape Permit and Plan Review, Planning & Landscape Architecture Continuing Services Consultation

Customer Name:	Riviera Beach
Customer Location:	Riviera Beach, FL
Population (if Government):	39,040
Customer Contact Person:	Clarence Sirmons, AICP, Director of Development Services
Customer Phone Number:	(561) 845-4062
Customer Contact Fax:	N/A
Customer Contact E-Mail:	csirmons@rivierabeach.org
Project Description:	Development Services: Permit, Site Plan and Project Review, Preparation of Review Documents and Reports, Preparation of Presentation Graphics and Related Materials

Customer Name:	Town of Lake Park Public Works
Customer Location:	Lake Park, FL
Population (if Government):	8,836
Customer Contact Person:	Robert F. Travieso, MPA, Public Works Director
Customer Phone Number:	(561) 881-3345
Customer Contact Fax:	N/A
Customer Contact E-Mail:	rtravieso@lakeparkflorida.gov
Project Description:	Preparation of Site Plans and Landscape Plans for Site Specific Projects, Preparation of Landscape and Hardscape Plans for Park Avenue Community Outreach Professional Consulting

REFERENCES continued

Customer Name:	Architecture Green LLC
Customer Location:	West Palm Beach, FL
Population (if Government):	N/A
Customer Contact Person:	Mark Beatty, AIA
Customer Phone Number:	(561) 249-6371
Customer Contact Fax:	N/A
Customer Contact E-Mail:	msb@architecturegreenllc.com
Project Description:	Palm Beach County Parks: Neighborhood Outreach, Landscape Design, Construction Documents

General Planning Services
Village of North Palm Beach

Position	Hourly Rate
Principal	\$200
Project Manager	\$150
Senior Planner	\$150
Senior Landscape Architect	\$150
Urban Designer	\$150
Planner	\$125
Landscape Architect	\$125
Inspector (Zoning & Landscape)	\$125
GIS Specialist	\$125
CADD/Technician	\$125
Planning Technician	\$125
Clerical/Administrative	\$75



CREATIVELY TRANSFORMING HOW OUR WORLD IS **envisioned + designed + experienced**

ORIGINAL

July 31, 2023

REQUEST FOR PROPOSAL

GENERAL PLANNING SERVICES

Village of North Palm Beach

Contact

Angela Biagi, PLA, LEED AP BD+C
Contract Manager
2035 Vista Parkway
West Palm Beach, FL 33411
p. 561.687.2220
e. Angela.Biagi@WGInc.com

Principal Place of Business

2035 Vista Parkway
West Palm Beach, FL 33411
p. 561.687.2220



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July 31, 2023

Village of North Palm Beach

420 US Highway One

North Palm Beach, FL 33408

RE: RFP—General Planning Services

Dear Selection Committee Members:

In a highly visible and regularly scrutinized environment, municipal governments require timely and accurate information—a vital component to effectively make the many complex decisions on a daily basis. This is no different for the Village of North Palm Beach (Village). Residents and business owners rely on the Village’s government to build and maintain the physical and social infrastructure supporting *“The Best Place to Live Under the Sun.”* Those representing the Village must understand its culture and embrace its mission to provide the North Palm Beach community with exceptional, responsive, and sustainable services that support a high quality of life and positive experience for residents and visitors alike. Whether the visits involve hitting the links at the North Palm Beach Country Club or to the Community Development Department for a permit, WGI has the well-rounded experience to serve the Village’s needs.

WGI, Inc. is a multidisciplinary firm intent on delivering excellent client experiences. Since our inception in 1972, WGI has had a proven record throughout Florida for developing highly innovative solutions for community planning projects for governmental clients. Currently, we serve dozens of municipal clients under similar continuing service contracts.

With WGI, the Village receives:

 **A Planning Task Leader Who has Done this Before:** To lead all planning projects for the Village, we have selected **Kristen Nowicki, AICP** as the Planning Task Leader. With the support and expertise of Contract Manager **Angela Biagi, PLA, LEED AP BD+C**, Kristen will remain fully invested for the life of this contract. She brings invaluable experience, previously working as a consultant for the Village and directly for a similar municipality managing the development review committee. In her role as a planning consultant for municipal clients, she processes multi-disciplinary land development and entitlement applications. Kristen has 23 years of experience specializing in urban planning, community outreach, development services, public speaking, and leadership, delivering projects across Florida. She is a relationship builder with a perspective for projects from all angles, based on her experience in municipal planning and private-sector consulting. Kristen firmly believes in open, ongoing communication across all disciplines; she will coordinate each task assignment with the Village implementing a high standard of integrity and professionalism.



WGI, Inc.

Contact

**Angela Biagi, PLA,
LEED AP BD+C**

Contract Manager

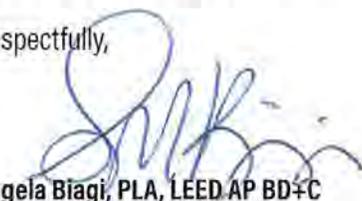
p. 561.687.2220

angela.biagi@wginc.com

- Experience with Landscape Review for the Village:** Landscape architecture lead, **Marisol Ortega, ISA**, has performed a landscape plan review for the Village under a similar continuing service contract. She was responsible for reviewing the plans for code compliance with Article VIII. Landscaping and making recommendations to applicants to assist them through the permitting process.
- One-Stop Shop:** As a full-service national design and professional services firm leading in technology-based solutions, WGI offers clients access to a wide variety of services, as well as subject-matter experts at the forefront of innovation in their specialty fields. WGI's local project managers look at every client's project through an interdisciplinary lens and a thorough understanding of the economic capacity and challenges unique to each. When reviewing complex project applications, WGI's diverse experts are just a phone call away when specialized recommendations are needed.
- Ample Local Support:** WGI has 193 associates in Palm Beach County, further supported by team members at other offices in Florida available remotely. These team members encompass 14 AICP-certified planners, several of whom managed county and municipal planning departments, bringing our team widespread expertise in municipal operations. Angela will be the Village's primary contact and responsible for all communications, coordination, and overall delivery of each task assignment. Angela and the rest of WGI's team will prepare deliverables to meet adopted local ordinances, applicable building codes, and industry standards. The team will also propose design solutions that meet Village budgets and schedules.
- Financial Analysis and Economics Experts:** We have teamed with **Jon Stover & Associates (JS&A)** to provide their expertise on financial analyses and economics for this project. They are an economic development consulting firm that specializes in conducting economic impact analyses, forming neighborhood and commercial revitalization strategies, and implementing strategic opportunities to bolster local economies. They have completed hundreds of projects throughout the nation, including many with local communities in Florida. Their experience includes helping the City of Fort Lauderdale with a COVID-19 impact study, for which their services included an industry impact assessment, economic development strategy, stakeholder engagement, and a business needs assessment. They have also completed several projects for the Lake Worth Beach Community Redevelopment Agency, providing services such as retail market analysis, economic development strategy and implementation, cultural asset inventory, revenue analysis, economic impact analysis, and community benefits analysis.

Thank you for your consideration. We look forward to further discussing our qualifications, your aspirations for the community, and so much more with the Village.

Respectfully,



Angela Biagi, PLA, LEED AP BD+C

Contract Manager

*Angela is an authorized agent of WGI. We acknowledge this proposal remains in effect for 60 days.

EXHIBIT A PROPOSER CHECKLIST

Note:

- 1) This Exhibit must be included in RFP immediately after the Letter of Transmittal.
- 2) RFP Package must be put together in the order set forth in this checklist.
- 3) Any supplemental materials must appear after those listed below and be tabbed "Additional RFP Information"

<u> X </u>	Title Page
<u> X </u>	Table of Contents
<u> X </u>	Letter of Transmittal
<u> X </u>	Copy of this Checklist (Exhibit A)
<u> X </u>	Introduction Letter
<u> X </u>	Approach to Scope of Services
<u> X </u>	Work Experience
<u> X </u>	Key Staff Experience and Qualifications
<u> X </u>	Litigation and/or Terminations
<u> X </u>	Cost Details

FORMS

<u> X </u>	Proof of Licenses
<u> X </u>	Information Statement (Exhibit B)
<u> X </u>	Noncollusive Affidavit (Exhibit C)
<u> X </u>	Drug Free Workplace form (Exhibit D)
<u> X </u>	Scrutinized Companies Certification (Exhibit E)
<u> X </u>	Public Entity Crimes Form (Exhibit F)
<u> X </u>	Reference Form (Exhibit G)
<u> X </u>	Fee Schedule (Exhibit H)

SECTION 1

Introduction Letter



SECTION 1: INTRODUCTION LETTER

Corporate Name: WGI, Inc.

Numbers of Years in Business: 51 | **Staff Size:** 641

Principal Office:

2035 Vista Parkway

West Palm Beach, FL 33411

p. 561.687.2220

Person Responsible for Project

Angela Biagi, PLA, LEED AP BD+C

Contract Manager

2035 Vista Parkway

West Palm Beach, FL 33411

p. 561.687.2220

e. Angela.Biagi@WGIInc.com

WHAT SETS US APART



INNOVATION

WGI's innovation focus is not to be all things to all people but to help clients with business, process, and technology innovation related to our core competencies and to provide innovative ideas and opportunities collaboratively with you. Incorporating these ideas leads to long-term cost savings and project process efficiency.

INNOVATION = DIGITAL TRANSFORMATION, EFFICIENCY, AND COST-EFFECTIVENESS



SRA

Sustainability, resilience, and adaptation (SRA) awareness are key to our vision. The solutions we provide address today's concerns and consider how these improvements will serve you and your residents in the future. We take pride in implementing SRA principles into our projects.

SRA AWARENESS = LONG-TERM, EQUITABLE SAFEGUARDING OF LOCAL RESOURCES



DE&I

WGI focuses significant time, resources, and energy on diversity, equity, and inclusion (DE&I). We foster a company culture that encourages all voices to be heard and implements ideas that work towards an equitable environment for all. We strive to enhance the well-being of our employees and community by creating awareness and celebrating the differences among us.

DIVERSE VOICES = GREATER OUTCOMES

Planning the future of a community can be challenging. It requires a team of diverse expertise, extensive public engagement, and innovative solutions to complex problems. With WGI, the Village will receive the services of a leading design firm that shares its values and commitment.

Founded in 1972, we are a full-service, multidisciplinary consulting firm providing a comprehensive range of infrastructure services. For nearly five decades, WGI has continued to uphold its tradition of incomparable service and a passion for innovation through our team of highly skilled and experienced professionals.

WGI is a carefully chosen balance of experienced industry veterans and new visionaries. These combined talents enhance WGI's ability to execute our strategic plan of market leadership while meeting evolving infrastructure demands and maintaining our focus on autonomy, smart and connected cities, resiliency, and sustainability.

As an award-winning firm headquartered less than 14 miles from North Palm Beach, we are recognized for exceptional service, commitment to providing superb work products, and continuing the tradition of being engaged, passionate, responsive, accountable, creative, and inspired. WGI is committed to remaining at the forefront of innovation, investing in the tools and people necessary to remain constantly agile and able to deliver tomorrow's possibilities, today.

Our associates are dedicated to growing professionally and finding satisfaction in their work, characteristics that result in higher-quality products for our clients. WGI has instilled those beliefs into a shared mission applied to everything we do. Our firm has a strong reputation for providing innovative, implementable, and high-quality solutions in community planning, landscape architecture, environmental sciences, civil and municipal engineering, survey/mapping, subsurface utility engineering (SUE), mechanical/electrical/plumbing, architecture, and parking solutions.

Areas of Expertise:

- Comprehensive planning
- Land development code and zoning regulation updates
- Stakeholder and public engagement
- Branding and marketing
- Plan analysis
- Master planning
- Site planning
- Grant funding
- Mobility and complete streets
- Subdivision and land development regulations and administration
- Plan and permit review

Angela Biagi, PLA, LEED AP BD+C

Contract Manager

*Angela is an authorized agent of WGI.



We are excited to be partnered with **Jon Stover & Associates (JS&A)** on this contract to provide financial analysis and economic development services. They bring ample experience working with local municipalities in Florida and throughout the nation. **Please see page 19 for more information on JS&A.**

Corporate Charter Registration

Articles of Amendment
to
Articles of Incorporation
of

Wantman Group, Inc.

(Name of Corporation as currently filed with the Florida Dept. of State)

S66593

(Document Number of Corporation (if known))

Pursuant to the provisions of section 607.1006, Florida Statutes, this *Florida Profit Corporation* adopts the following amendment(s) to its Articles of Incorporation:

A. If amending name, enter the new name of the corporation:

WGI, Inc.

The new name must be distinguishable and contain the word "corporation," "company," or "incorporated" or the abbreviation "Corp.," "Inc.," or "Co.," or the designation "Corp.," "Inc.," or "Co.". A professional corporation name must contain the word "chartered," "professional association," or the abbreviation "P.A."

B. Enter new principal office address, if applicable:
*(Principal office address **MUST BE A STREET ADDRESS**)*

N/A

C. Enter new mailing address, if applicable:
*(Mailing address **MAY BE A POST OFFICE BOX**)*

N/A

D. If amending the registered agent and/or registered office address in Florida, enter the name of the new registered agent and/or the new registered office address:

Name of New Registered Agent N/A

(Florida street address)

New Registered Office Address: _____, Florida _____
(City) (Zip Code)

New Registered Agent's Signature, if changing Registered Agent:

I hereby accept the appointment as registered agent. I am familiar with and accept the obligations of the position.

Signature of New Registered Agent, if changing

If amending the Officers and/or Directors, enter the title and name of each officer/director being removed and title, name, and address of each Officer and/or Director being added:

(Attach additional sheets, if necessary)

Please note the officer/director title by the first letter of the office title:

P = President; V= Vice President; T= Treasurer; S= Secretary; D= Director; TR= Trustee; C = Chairman or Clerk; CEO = Chief Executive Officer; CFO = Chief Financial Officer. If an officer/director holds more than one title, list the first letter of each office held. Presidents, Treasurer, Director would be PTD.

Changes should be noted in the following manner. Currently John Doe is listed as the PST and Mike Jones is listed as the V. There is a change, Mike Jones leaves the corporation, Sally Smith is named the V and S. These should be noted as John Doe, PT as a Change, Mike Jones, V as Remove, and Sally Smith, SV as an Add.

Example:

Change PT John Doe
 Remove V Mike Jones
 Add SV Sally Smith

Type of Action (Check One)	Title	Name	Address
1) <input checked="" type="checkbox"/> N/A Change	_____	_____	_____
<input type="checkbox"/> Add	_____	_____	_____
<input type="checkbox"/> Remove	_____	_____	_____
2) <input type="checkbox"/> Change	_____	_____	_____
<input type="checkbox"/> Add	_____	_____	_____
<input type="checkbox"/> Remove	_____	_____	_____
3) <input type="checkbox"/> Change	_____	_____	_____
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<input type="checkbox"/> Remove	_____	_____	_____
4) <input type="checkbox"/> Change	_____	_____	_____
<input type="checkbox"/> Add	_____	_____	_____
<input type="checkbox"/> Remove	_____	_____	_____
5) <input type="checkbox"/> Change	_____	_____	_____
<input type="checkbox"/> Add	_____	_____	_____
<input type="checkbox"/> Remove	_____	_____	_____
6) <input type="checkbox"/> Change	_____	_____	_____
<input type="checkbox"/> Add	_____	_____	_____
<input type="checkbox"/> Remove	_____	_____	_____

WANTMAN GROUP, INC.

ACTION OF THE BOARD OF DIRECTORS

The undersigned, being all of the members of the Board of Directors (the "Directors") of WANTMAN GROUP, INC., a corporation organized and existing under the laws of the State of Florida (the "Corporation"), do hereby approve to change the name of the Corporation from Wantman Group, Inc. to WGI, Inc..

IN WITNESS WHEREOF, each of the duly appointed directors of the Corporation does hereby affix his/her signature effective as of the 18 day of November, 2019.



Joel N. Wantman, Chairman Emeritus

11/18/2019
Date



David S. Wantman, CEO

11/18/2019
Date



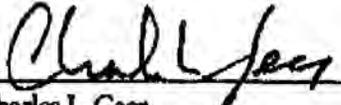
Gregory Saulter, President

11/18/2019
Date



Mario Echagaran, COO

11-18-2019
Date



Charles L. Geer

11/18/2019
Date



Eric L. Flicker

11/18/2019
Date

The date of each amendment(s) adoption: _____, if other than the date this document was signed.

Effective date if applicable: _____
(no more than 90 days after amendment file date)

Note: If the date inserted in this block does not meet the applicable statutory filing requirements, this date will not be listed as the document's effective date on the Department of State's records.

Adoption of Amendment(s) (CHECK ONE)

The amendment(s) was/were adopted by the shareholders. The number of votes cast for the amendment(s) by the shareholders was/were sufficient for approval.

The amendment(s) was/were approved by the shareholders through voting groups. The following statement must be separately provided for each voting group entitled to vote separately on the amendment(s):

"The number of votes cast for the amendment(s) was/were sufficient for approval
by _____"
(voting group)

The amendment(s) was/were adopted by the board of directors without shareholder action and shareholder action was not required.

The amendment(s) was/were adopted by the incorporators without shareholder action and shareholder action was not required.

Dated 11/18/2019

Signature [Signature] , CEO

(By a director, president or other officer - if directors or officers have not been selected, by an incorporator - if in the hands of a receiver, trustee, or other court appointed fiduciary by that fiduciary)

David Wantman, CEO
(Typed or printed name of person signing)

CEO
(Title of person signing)

ARTICLES OF AMENDMENT
of
THE WANTMAN GROUP, INC.

1. The Corporation's name is THE WANTMAN GROUP, INC.
2. Article I of the Articles of Incorporation of the Corporation is hereby amended to read as follows:

"ARTICLE I - NAME

The name of the corporation is WANTMAN GROUP, INC.
(the "Corporation")."

3. Article IV of the Articles of Incorporation of the Corporation is hereby amended to read as follows:

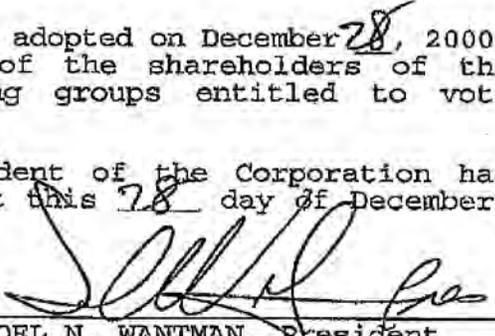
"ARTICLE IV

Capital Stock

The aggregate number of shares which the Corporation is authorized to issue is ONE HUNDRED THOUSAND (100,000) SHARES of Common Stock and such stock shall have a par value of \$1.00 per share."

4. The foregoing amendment was adopted on December 28, 2000, by a sufficient number of votes of the shareholders of the Corporation, there being no voting groups entitled to vote separately.

IN WITNESS WHEREOF, the President of the Corporation has executed these Articles of Amendment this 28 day of December, 2000.



JOEL N. WANTMAN, President

(J:\7\CLIENTS\WANTMAN\CORPORAT\AMENDMEN.WPD)

FILED
01 JAN -3 AM 8:58
SECRETARY OF STATE
TALLAHASSEE, FLORIDA

State of Florida

Department of State

I certify from the records of this office that WGI, INC. is a corporation organized under the laws of the State of Florida, filed on July 12, 1991.

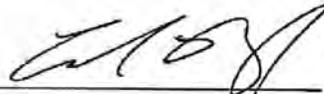
The document number of this corporation is S66593.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 3, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Third day of January, 2023*




Secretary of State

Tracking Number: 8096181842CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



SECTION 2
Approach to the
Scope of Services



SECTION 2: APPROACH TO SCOPE OF SERVICES

OVERALL APPROACH AND METHODS TO ACCOMPLISH THE GENERAL PLANNING SERVICES

Contract Management

We understand that under a continuing contract, task order assignments may require different approaches and processes. Once the Village provides us with a task order request, the WGI team will hold an internal meeting to identify the services required to complete the project or task. Contract Manager **Angela Biagi, PLA, LEED BD+C** will assign a task order manager best suited to the scope of services for each task order. We will then produce a draft scope and approach, including preliminary staff-hour estimates and schedules. We will request Village staff to confirm that the scope, deliverables, and communications protocol meet the expectations and comply with established schedules and budgets. Once a task order has been issued, we will hold a project kick-off meeting with staff to establish the communication and documentation protocol with the team and discuss the scope of services, schedule, and budget. WGI's team is prepared to provide the services the Village requests, from planning to project development and serve as an extension of the Village's Community Development staff.

Our experience from the past five years managing continuing services contracts for services similar to this contract is demonstrated below. Based on our experience, WGI understands how municipalities operate and can satisfy the Village's requirements for this contract. The WGI team understands the expectations in the role as an extension of Village staff and we are respectful of your timelines and financial responsibilities to your residents. Angela will serve as your initial point of contact for the assignments and your final point of contact for deliverables. This provides you with the consistency and predictability of reviews and inspections.

PROJECT	PLANNING	LANDSCAPE ARCHITECTURE	TRAFFIC SYSTEMS
City of Miami Beach Architectural and Engineering Services for Specialized Categories	✓	✓	
City of Coconut Creek Architecture, Landscape Architecture and Urban Design Services	✓	✓	✓
City of Dania Beach Architectural, Surveying, Landscape Architecture and Engineering Consulting		✓	✓
Seminole Tribe of Florida Professional Engineering Services for Miscellaneous Projects Agreement	✓	✓	
Charlotte County Professional Services Library	✓	✓	
City of Green Cove Springs Engineering on a Continuing Basis	✓	✓	
City of Gainesville Wild Spaces-Public Places Continuing Services	✓	✓	
City of Palm Beach Gardens Continuing Services	✓	✓	
City of Tallahassee Civil Engineering Consulting Continuing Services Contract	✓		
St. Johns County Professional Services Master Contract	✓	✓	

St. Lucie County General Planning Consulting Services	✓	
City of Winter Garden Continuing Contract for Professional Engineering Services	✓	
City of West Palm Beach Continuing Professional Services Agreement for Transportation Engineering and Planning Consultant Services Contract	✓	✓
City of Tampa Continuing Services Contract		✓
City of Delray Beach Agreement for Professional Services		✓
City of Lake Worth Beach Civil Engineering Services Continuing Contract	✓	
Pinellas County Planning Support Services Contract	✓	
Miami-Dade County Equitable Distribution Program Continuous Professional Services Agreement Contract		✓
Village of Palm Springs General Services Agreement	✓	✓
Baker County On-Call Planning and Zoning Consultant Services	✓	
Osceola County Continuing Services Contract	✓	✓
City of Greenacres Continuing Professional Services Agreement	✓	✓
Westgate CRA Agreement for Professional Planning, Landscape Architecture and Property Development Services	✓	✓
Town of Lauderdale-By-The-Sea Professional Services	✓	

QA/QC

Every deliverable submitted to the Village will be subject to our quality assurance/quality control (QA/QC) procedures to review the completeness and accuracy of reports, drawings, specifications, supporting calculations, and documentation.

QUALITY MANAGEMENT PLAN

WGI has a vigorous quality management plan customized for every project. Our plan is systematic and requires several different professionals to complete the checking and backchecking of work products. We incorporate these procedures into all our planning and design projects. The attention given to this process achieves several objectives—primarily and most notably, that the services meet or exceed the Village’s requirements and expectations. WGI’s approaches and methods have served our clients and their communities well, allowing us to develop our high-caliber, innovative, and well-received projects.

QA/QC REVIEW

We incorporate our QA/QC processes into all our planning and design projects. Our QA review verifies our QC processes are adhered to and that QC documentation is maintained. **Maryann Kwok, AICP** will be the assigned QA/QC manager. Angela and Maryann will ensure every deliverable submitted to the Village is subject to our QC procedure, including a review of the completeness and accuracy of reports and other



documentation. QA/QC is paramount for WGI. As part of our internal QA, project managers are required to attest that every project under their direct supervision or they worked on followed WGI's QC process.

COMMUNICATION PROTOCOL

Communication is the most critical component of a project's successful completion. To provide consistent communication, we recommend implementing a communication protocol that will utilize key points of contact between the Village and WGI. Angela will be WGI's single point of contact for all contract-related aspects and will be responsible for coordination with the Village's project manager. She will inform the Village's project manager of the progress made and review all issues requiring the Village's attention, promptly resolving them to avoid adverse impacts on the overall project schedule. She will remain involved in the contract's day-to-day operations and is directly responsible to the Village for performance on all project assignments.

Experience Providing Professional Planning Services

GENERAL PLANNING

With WGI, the Village would receive the services of a firm with extensive recent planning experience with local municipalities. Our experience includes all levels of planning and zoning work, including preparing revisions to comprehensive plans and land development regulations, conducting different types of planning studies, supporting municipal special projects, reviewing and processing development applications, managing the Development Review Committee, preparing and presenting projects to elected officials, and interagency and intergovernmental coordination, providing architectural and design standards peer review, permit reviews, business tax receipts, and supporting residents to resolve code violations and start new businesses.

We work daily with land development regulations, including rezoning, variances, conditional uses, annexations, platting, site plan designs and review, right-of-way use agreements, landscape and hardscape designs, and easement/right-of-way vacations/dedications. Our team has the advantage of working with local governments on these projects, either as a consultant or applicant, spanning the state from Jacksonville to the Florida Keys. Our many projects allow us to remain current on federal and state regulations and legislation impacting local planning in Florida. Our continuing services contracts also give us ample experience working with local government planning departments to resolve local issues, work with directors, and present to boards and commissions.

Our project experience with policy amendments includes:

- Comprehensive plan amendments and EAR-based amendments
- Rezoning applications, including planned unit developments and text amendments
- Feasibility studies and planning reports
- Writing, amending, and interpreting land development regulations
- Creating design standards, landscape guidelines, and similar manuals

Examples:

- **Clay County Land Development Code Revision, FL:** WGI was contracted to update Articles III (zoning and land use) and VII (signs) of the Clay County Ordinance.

AARP Code Audits, Various Jurisdictions:

WGI worked with numerous agencies across the country to audit their land development codes for language that is a barrier to AARP's livability goals and provide recommended solutions.



AARP Code Audits Conducted Throughout the United States

City of Greenacres Comprehensive Plan Update, FL:

WGI updated the City's Comprehensive Plan elements for Conservation and Community Health. This included data and analysis as well as the creation or update of the goals, objectives, and policies.

 **City of Lighthouse Point Review and Rewrite of City Code, FL:** The City of Lighthouse Point retained WGI to provide planning, legal, editing, and other associated disciplines to provide the City with a complete product of a review and rewrite of the entire City Code, including the City's Land Development Code.

 **Baker County Planning Services, FL:** WGI provided on-site and remote planning and zoning services as contract interim planning director. Our responsibilities included processing development applications (comprehensive plan amendments, rezonings, and land subdivisions); developing and presenting staff reports to the local planning board; interpreting comprehensive plan and land development regulations; and assisting members of the public with planning and zoning questions.

TRAFFIC IMPACT ANALYSIS

The WGI team has completed numerous traffic studies in Palm Beach County, allowing us to become remarkably familiar with the Palm Beach Transportation Planning Agency (TPA) and Palm Beach County traffic study guidelines and the local traffic network. We have extensive experience working with FDOT District 4 on traffic studies in Palm Beach County. We are knowledgeable of FDOT traffic study and design guidelines regarding roadway design, traffic controls, and signage. We use the latest traffic analysis/modeling and trip distribution software, which includes Synchro 11 and Cube. We take a comprehensive approach to developing traffic mitigation solutions that support all modes of transportation, improve traffic conditions and safety, and are financially efficient.

LEED AND SUSTAINABILITY CONSULTING

WGI conducts more than \$2M of nature-based adaptation, green infrastructure, and low-impact design annually. This includes living shorelines, mangrove restoration, beach and dune enhancements, seagrass and coral mitigation, swales, urban forestry, tree canopy enhancement, wetland design, and other environmental services. Many of our design staff are LEED or Sustainable SITES accredited professionals specializing in sustainable design solutions. WGI has designed numerous LEED-certified projects and nature-based landscape designs and provides both LEED and SITES sustainability consulting.

Examples:

- ❁ **Coconut Creek Vulnerability Assessment:** WGI is preparing the study for the City of Coconut Creek per FDEP requirements to evaluate the impacts of sea level rise, flooding, and heat vulnerabilities in the City.
- ❁ **Pine Jog Elementary:** WGI provided landscape architecture services for the first LEED Gold elementary school in Florida.
- ❁ **Clearwater Greenprint 2.0:** WGI worked with the City of Clearwater to update their sustainability plan that identifies a series of tangible actions to reduce energy consumption, pollution, and greenhouse gas emissions while stimulating the local economy and improving quality of life.

GRAPHIC DESIGN

WGI's visualization and graphic designers support many of our efforts, including public outreach and planning studies. Our designers produce photorealistic and stylized 3D renderings, 3D flythrough animations, immersive virtual reality experiences, and 2D multimedia animation of the built environment. They can create renderings so the public can better understand how development proposals will look in real life. We also have experience auditing and designing comprehensive wayfinding systems and design guidelines.

Examples:

- ❁ **JW Corbett Wayfinding Master Plan:** WGI created a wayfinding plan for Campground G that adhered to ADA, Florida Fish & Wildlife, and National Park standards and best practices.
- ❁ **Miami Beach Wayfinding Audit:** WGI inventoried over 1,700 municipal signs for the City of Miami Beach, documenting the condition and including design recommendations for an updated master sign plan.
- ❁ **Clay County Code Graphics:** WGI created supporting graphics for the new Clay County Land Development Code. These graphics illustrated signage and development regulations in a simple and concise manner, improving readability for the general public, developers, and county residents.

Some of our team's projects that have attained LEED or other sustainability certifications include:

- ▶ Pine Jog Elementary—LEED Collaborative
- ▶ Origin Hotel Mueller—LEED Silver and Austin Energy Green Building Three-Star Rating
- ▶ Southbound I-95 Weigh-in-Motion Station—First LEED Silver Certified Weigh Station Facility in Florida
- ▶ The St. John Apartments—Energy Star Certified, LEED Certified, and NAHB Green Certification
- ▶ Travis County North Campus—Austin Energy's Green Building Program Three-Star Rating Program (Conditionally Approved), Equivalent to LEED Gold
- ▶ The Grove at Shoal Creek—Austin Energy Green Building Certification



ECONOMIC DEVELOPMENT PLANNING AND RESEARCH

We have teamed with **Jon Stover & Associates (JS&A)** to provide their expertise on financial analysis and economic development. They specialize in conducting economic impact analyses, forming neighborhood and commercial revitalization strategies, and implementing

strategic opportunities to bolster local economies. Nationally, they have completed hundreds of projects, including many with local communities in Florida. Their experience includes helping the City of Fort Lauderdale with a COVID-19 impact study, for which their services included an industry impact assessment, economic development strategy, stakeholder engagement, and a business needs assessment. They have also completed several projects for the Lake Worth



Beach Community Redevelopment Agency, providing services such as retail market analysis, economic development strategy and implementation, cultural asset inventory, revenue analysis, economic impact analysis, and community benefits analysis.

LANDSCAPE DESIGN PLAN REVIEW AND INSPECTIONS SERVICES

Our team is composed of not only landscape architects and designers but also numerous ISA-certified arborists and LIAF-certified landscape inspectors. Our arborists and landscape inspectors provide landscape and irrigation inspections for adherence to local code requirements, safety criteria such as limits of clear sight and horizontal offsets, as well as landscape Best Management Practices, including FPL Right Tree, Right Place guidelines, plan layout and installation details, and Florida Grades and Standards. Our team has worked on landscape design and installation projects throughout Palm Beach County for over 20 years and has an in-depth knowledge of the local plant hardiness zone and plant species diversity. WGI's landscape architects and certified arborists also have extensive experience reviewing development applications that require tree removal and/or mitigation. Landscape architecture lead, Marisol Ortega, ISA, has performed a landscape plan review for Village under a similar continuing service contract. She was responsible for reviewing the plans for code compliance with Article VIII. Landscaping and making recommendations to applicants to assist them through the permitting process.

Our project experience with building permit reviews and landscape inspections includes:

Palm Beach Gardens Alternate A1A Streetscape Design, FL:

WGI assisted the City of Palm Beach Gardens in developing a beautification grant package and landscape plans for submittal to the FDOT District 4. The grant was for a 1.2-mile section of SR 811/Alternate A1A from the Earman Canal to Burns Road, immediately north of North Palm Beach's municipal limits.



City of Pahokee DRC Review, FL: WGI conducted a site plan and landscape permit plan review for compliance with City code.

Cities of Oakland Park and Deerfield Beach Zoning/Planning Review: WGI performed zoning permit reviews and has experience with the Broward County Board of Rules and Appeals (BORA) interpretations as well as impact fee and asbestos certifications.

🌀 **Broward County FDOT District 4 Districtwide In-House Support, FL:** Angela Biagi served as in-house support to the District 4 landscape architect. She performed a plan review for FDOT production projects, permits, and LAP projects. Angela also prepared design drawings, site analysis, and construction administration for internal landscape design projects.

🌀 **Miami Dade County FDOT District 6 Joint Participation Agreement (JPA) Inspections, FL:** WGI performed over 30 JPA landscape inspections for FDOT District 6. These inspections reviewed installation and quarterly inspections of contractors' adherence to plans and warranty duties.

🌀 **Miami-Dade and Monroe Counties Permit/Plan Review, FL:** As a subconsultant to Gannett Fleming on their General Engineering Contract with FDOT, WGI has performed over 40 utility permit and plan reviews. WGI reviews these permits and plans for impacts on the existing landscape and provides direction to protect and preserve the existing landscape.

WORKING KNOWLEDGE OF THE VILLAGE OF NORTH PALM BEACH

WGI brings a team with strong connections to the Village, at a local, county, and state level.

🌀 Planning Lead Kristen Nowicki worked as a planning consultant for municipal clients, including the Village of North Palm Beach, and processed multiple land development and entitlement applications.

🌀 Landscape Architecture Lead Marisol Ortega previously worked as a consultant for the Village, reviewing landscape plans for development applications and permits.

🌀 Senior Vice President, Michael Davis, is a long-standing Gubernatorial Appointee to the Treasure Coast Regional Planning Council Board.

🌀 Vice President of Government Affairs and former Palm Beach County Commissioner, Melissa McKinlay, collaborates with all WGI service lines to provide thought leadership on emerging policy at the local, state, and national levels.

Within the last five years, the specific local planning experience WGI's team brings to this contract includes:

🌀 Comprehensive plan updates, including EAR letters and innovative elements such as Community Health.

🌀 Coordination with city/town/village, county, and state jurisdictional agencies, including representation at public hearings of local municipalities, Palm Beach County Board of Commissioners for large-scale land use plan amendments.

🌀 Existing professional service contracts and good working relationships with neighboring communities of Palm Beach Gardens and Lake Park.



Thought leadership on mall redevelopment, like what the Village is currently working with on the Twin City Mall site. See our two-part white paper here:

- ▶ What's in Store: Redesigning the Mall (Part 1): <https://online.fliphtml5.com/nrjvf/pbmj/>
- ▶ A Future-Ready Mall Redevelopment (Part 2, case study): <https://online.fliphtml5.com/nrjvf/rtri/>

Click on the images or scan the QR codes below to see our two-part white paper on mall redevelopment:

WGI'S RESOURCES AVAILABLE TO MEET THE VILLAGE'S NEEDS

We Do it All

As a full-service, nationwide firm, WGI has an extensive network of subject matter experts in a diversity of fields. By integrating a multi-disciplinary approach to many of our projects, we can easily draw on a deep pool of knowledge from other fields such as environmental, survey, civil engineering, structural, MEP, and GIS. This allows us to access resources and expertise in-house, improving consistency and efficiency.

PROPOSED INNOVATIVE CONCEPTS TO ENHANCE THE VALUE AND QUALITY OF THE PROPOSED WORK

What Separates Us From The Rest?

- 🌀 **Data Analytics**—WGI has partnered with UrbanSDK, a GIS data and analytics platform that allows us to use real-world location data to analyze important mobility and planning elements like congestion, traffic counts, trip generations, sea level rise, equity, and foot traffic. This allows us to visualize trends, integrate data into models, and establish a holistic view of the community. We are currently using this data for a Mobility and Safety Action Plan with Lake Worth Beach and a parking and curbside management plan in the City of West Palm Beach.
- 🌀 **Engagement Resources**—WGI has the resources and capacity to do full-service public engagement, including the development of promotional materials, translation services, and printing in-house.



 **Private Development Experience**—Our team is well versed in site plan design, review, and processing of applications for private clients as well as public sector ones. We routinely work with developers to review, interpret, and comply with code requirements for their projects. The resulting design product is one that meets both the developer's objectives and that of the local agency. In addition, we have experience in processing requests for waivers, variances, and conditional use applications. Our services also include guiding applicants through the review process, coordinating with municipal staff, and presenting application requests to the necessary review boards and at public hearings.

Current Workload of Each Person Who Will Be Involved in the Proposal

WE HAVE THE AVAILABILITY

We have curated a qualified team of subject matter experts for this contract. All team members are available to undertake the kinds of projects or services under this contract. If an issue arises or someone becomes unavailable, WGI can draw from a national talent pool to fill any position with qualified personnel. As a firm with over 600 employees in 25 offices, we always have the capacity to fulfill our obligations for a contract such as this.

Favorable Cost Containment Approaches or Additional or Alternative Ideas that May be Successful if Implemented by the Village

GRANT ACQUISITION

Our team of professionals is well-versed in preparing, managing, and administering grant applications for our clients. Our team works collaboratively across disciplines to prepare grant materials, including the general application, narrative write-up, and conceptual design graphics to support the application. This collaborative process allows us to produce grant documents that address every detail of a project, ensuring that the application clearly and concisely explains the project itself, accurately estimates the budget, and enumerates the goals and benefits of the overall project. In addition to preparing the grants themselves, our team manages the coordination of the grant application with our clients and the funding organization throughout the entire grant process.

Some of our completed projects include preparing grants for the Palm Beach Transportation Planning Agency (TPA) Local Initiatives and Transportation Alternatives programs, resulting in a recent award of \$2.4M. In addition, our team administered a grant awarded by the Department of Opportunity to study a street corridor in Palm Beach County and create design recommendations to improve walkability, multimodal transportation, and the aesthetics of the streetscape. The designs developed during this project were instrumental in securing additional grant funding from the TPA. WGI associates have also successfully initiated or worked with several municipalities to secure FDOT LAP funding on multiple roadway projects. We recently worked with Clay County on preparing a Safe Streets and Roads for All (SS4A) grant application.

Fernandina Beach wants your input to shape the future of our community. Over the next several months, the City, in partnership with WGI consultants, will conduct outreach efforts and data collection to create the City's 2045 Vision Plan. This project long range action to guide city programs, future planning studies, and establish funding priorities. The Plan will set specific and measurable goals and benchmarks to support leadership decisions.

Outreach Efforts - Summer 2021 -

KICK-OFF MEETING
COMMUNITY VISION
2045
FERNANDINA BEACH
MAY 26, 2021
PLANNING ADVISORY BOARD

PLANNING WORKSHOP
open to all Fernandina Beach residents
COMMUNITY VISION 2045
FERNANDINA BEACH
JUNE 23rd
5pm at Central Park
Join us to shape the future of our community
PLANNING ADVISORY BOARD

DRAFT PRESENTATION
COMMUNITY VISION
2045
SEPTEMBER
FERNANDINA BEACH
PLANNING ADVISORY BOARD

[Presentation File from May 26, 2021](#)

June 23, 2021 ~ 5-7pm at

Online Surveys

Please select the survey that you feel best represents your role within the community, you can take all surveys which apply to you. Even if you take another measure to gain your perspective and input. Thank you for taking the time to help shape the future of Fernandina Beach.

SECTION 3 Work Experience



SECTION 3: WORK EXPERIENCE



Village of Palm Springs Park Connector Pathway

VILLAGE OF PALM SPRINGS GENERAL SERVICES AGREEMENT

Palm Springs, Florida

WGI currently holds a five-year contract with the Village of Palm Springs, starting in 2019 with three optional one-year renewals through 2027. **WGI was awarded the following projects since this contract's inception:**

- **Village of Palm Springs Park Connector Pathway:** As part of a multi-phase project, WGI provided design and consulting services to the Village of Palm Springs for their park connector project. The project provided a pedestrian greenway connecting the Village's numerous parks and encouraged a healthy lifestyle for the residents. WGI worked with the Village to develop the program and phasing of the project; developed design concepts for the hardscape, signage, site amenities, and landscape treatment; and then developed.
- **GIS Services:** This work authorization of the continuing services contract provides the Village of Palm Springs with GIS services, including an in-house GIS technician, mapping, management of data repository, creation of web applications, and training for the planning, zoning and building, public works, utilities, parks and recreation, police, and library departments and divisions.
- **Parks and Master Plan:** As part of the new Parks and Recreation Master Plan for the Village of Palm Springs, WGI developed a comprehensive outreach plan to engage the Hispanic community, families, and children.

REFERENCE:

Village of Palm Springs | Juan Ruiz
| Parks and Recreation Director |
e. jcrui@vpsfl.org

PROJECT DATES:

April 2019 - Ongoing

SERVICES PROVIDED:

Civil | Geospatial | Landscape
Architecture | Planning | SUE

CONTRACT AMOUNT:

Various

KEY STAFF:

Jason Mihalovits, PLA, LEED AP
Kirsten Siegel, PLA
Andrew Crozier, AICP
Angela Biagi, PLA, LEED AP BD+C



CITY OF LAKE WORTH BEACH CONTINUING CONTRACT

Lake Worth Beach, Florida

WGI currently holds a two-year contract as of March 2020, with three one-year optional renewals through 2023. The scope of services under this contract includes construction management, administration, and engineering inspection, cost-benefit analysis, cost estimates, drafting of codes, standards, and ordinances, environmental analysis, geotechnical engineering, hardscape design, irrigation design, land surveying, lighting designs/plans, and architecture or urban design for a wide variety of projects. **The projects WGI has been awarded since this contract's inception include but are not limited to:**

- **Golf Course Master Plan Urban Design and Planning:** WGI prepared a conceptual master plan to convert two holes of the city-owned golf course into a mixed-use development. The master plan identified buildings, pedestrian trails, vehicular access/parking, building location and massing, recreation/open space/plaza areas, and activity zones. The city used the master plan to prepare a development pro-forma for a future public/private (P3) opportunity.
- **Opportunity Zone Visioning:** WGI created a master plan outlining existing socioeconomic data within the opportunity zone, key subareas, and development potential on the subject parcels. The master plan options identify the use types (i.e., commercial, industrial, mixed-use, residential) for each area within the zone and maximum intensities. In addition, infographics were created to convey the data, promote the project, and match the City's branding.

REFERENCE:

City of Lake Worth Beach |
William Waters, AIA, NCARB,
LEED AP BD+C, ID, SEED |
Community Sustainability Director
| p. 561.586.1634 | e. wwaters@
lakeworthbeachfl.gov

PROJECT DATES:

March 2020 - Ongoing

SERVICES PROVIDED:

Urban Planning

CONTRACT AMOUNT:

Various

KEY STAFF:

Angela Biagi, PLA, LEED AP BD+C
Lisa Nisenon



CITY OF POMPANO BEACH CONTINUING CONTRACT FOR CIVIL ENGINEERING, LANDSCAPE ARCHITECTURE, AND SURVEY SERVICES

Pompano Beach, Florida

WGI currently holds a contract with the City of Pompano Beach, which was initiated in May 2021 and will continue until March 2026. The scope of services includes civil engineering, planning, landscape architecture, and survey for roadway, streetscape, parking, and parks and recreation facilities. **The following projects have been awarded since this contract's inception:**

- **Coral Highlands and NW 15th Street Due Diligence:** WGI's scope of services included due diligence reports and conceptual street layout plans for the Coral Highlands neighborhood and NW 15th Street.
- **NW 15th Street Right-of-Way Exhibits:** WGI's scope of services included sketches and descriptions and one overall exhibit for the proposed right-of-way acquisitions and easements.
- **Right-of-Way Vacation Application:** WGI's scope of services includes processing right-of-way vacation applications through Broward County on behalf of the City.
- **Coral Highlands and NW 15th Street Outreach:** WGI's scope of services included stakeholder outreach, conceptual engineering, and survey for right-of-way dedication.

REFERENCE:

City of Pompano Beach | Jean Dolan, AICP, CFM | Principal Planner | p. 954.786.4045 | e. Jean.Dolan@copbfl.com

PROJECT DATES:

October 2021 - Ongoing

SERVICES PROVIDED:

Civil | Landscape Architecture | Specialty Structures | Survey

CONTRACT AMOUNT:

Various

KEY STAFF:

Angela Biagi, AICP, LEED AP BD+C | Cheryl Callender, PLA | Kirsten Siegel, PLA | Jason Mihalovits, PLA, LEED AP | Roxann Read, AICP, CFM, FRA-RA



CITY OF COCONUT CREEK ARCHITECTURE, LANDSCAPE ARCHITECTURE AND URBAN DESIGN SERVICES

Coconut Creek, Florida

WGI currently holds a three-year contract as of January 2022, with two one-year optional renewals through 2027. The scope of services under this contract includes construction management, administration, and engineering inspection, cost-benefit analysis, cost estimates, drafting of codes, standards, and ordinances, environmental analysis, geotechnical engineering, hardscape design, irrigation design, land surveying, lighting designs/plans, and architecture or urban design for a wide variety of parks. **The following projects have been awarded to WGI since this contract's inception:**

- **Donaldson Park:** WGI is currently providing design services for park improvements for this municipal park facility. Improvements include the addition of a fishing dock and separate kayak launch platform, additional walking trails, a new outdoor entertainment area, site amenities, and hardscape and landscape improvements. WGI provides all the landscape architecture, civil, and structural engineering services.
- **Vulnerability Assessment:** The City of Coconut Creek enlisted WGI to prepare a climate change Impact Vulnerability Study. This study identified potential threats to Coconut Creek from increased greenhouse gas emissions. These threats were paired with critical community assets identified by the City, a Steering Committee, and the project team. The study leveraged existing GIS flood models to identify levels of exposure and sensitivity to climate impacts and translated this data into a list of critical resilience and adaptation projects for budgeting.

REFERENCE:

City of Coconut Creek | Brian Rosen | Project Supervisor | p. 954.545.6614 | e. BRosen@coconutcreek.net

PROJECT DATES:

January 2022 - Ongoing

SERVICES PROVIDED:

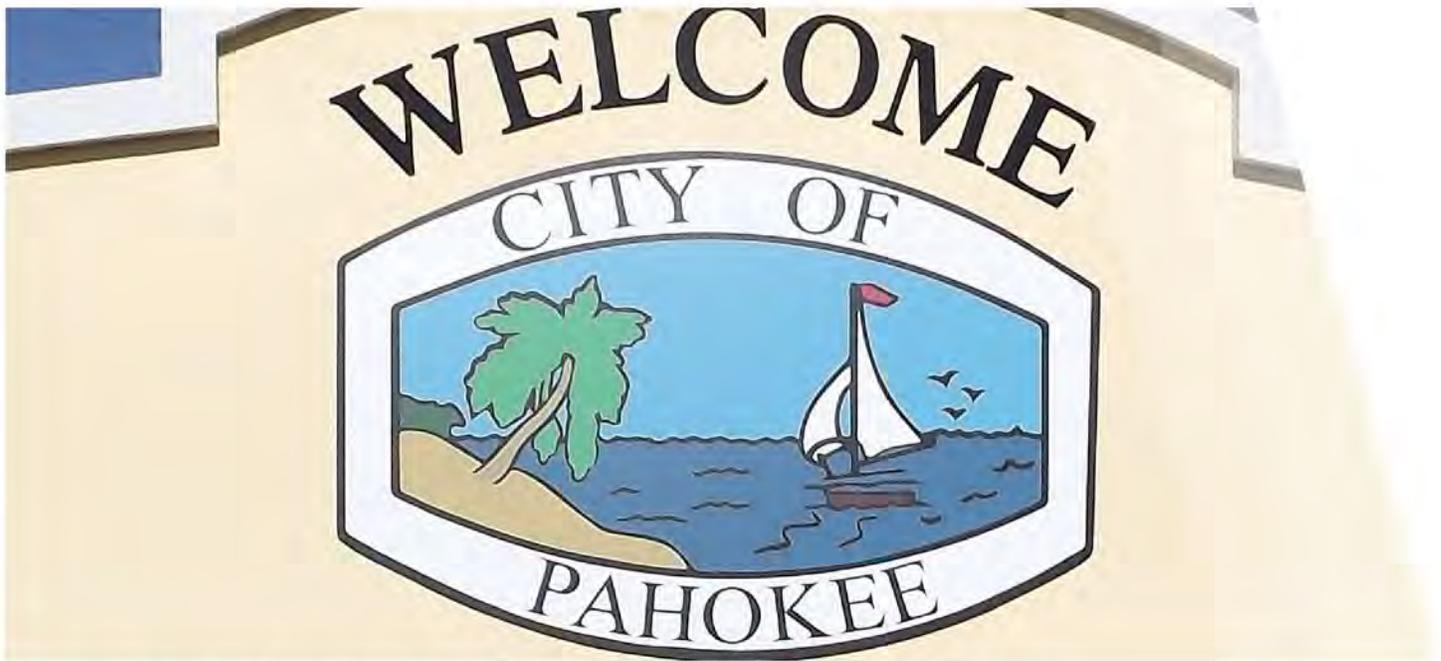
Architecture | Civil | Environmental | Landscape Architecture | MEP | Traffic and Transportation Planning | Urban Planning

CONTRACT AMOUNT:

Various

KEY STAFF:

Angela Biagi, PLA, LEED AP BD+C | Kristen Nowicki, AICP | Cheryl Callender, PLA | Jason Mihalovits, PLA, LEED AP | Marisol Ortega, ISA



CITY OF PAHOKEE PROFESSIONAL SERVICES CONTINUING CONTRACT

Pahokee, Florida

WGI currently holds a four-year contract with the City of Pahokee, starting in 2021, with two additional potential one-year extensions. Professional services provided under this contract include engineering, inspection, surveying, mapping, groundwater, surface water, water quality, utilities, land planning, land development, landscape architecture, and transportation/traffic.

The following project has been awarded since this contract's inception:

- **Development Review Committee (DRC) Review:** Our scope of work included a site plan and landscape application review. Application documents were reviewed for compliance with the City code.

REFERENCE:

City of Pahokee | Nohemi Polanco
| Building, Planning, and Zoning
Manager | p. 561.924.5534
ext. 2003 | e. npolanco@
cityofpahokee.com

PROJECT DATES:

December 2021 - Ongoing

SERVICES PROVIDED:

Civil | Geospatial | Landscape
Architecture | Planning | Survey
| Traffic and Transportation |
Planning | Transportation

CONTRACT AMOUNT:

Various

KEY STAFF:

Angela Biagi, PLA, LEED AP BD+C



CLEARWATER GREENPRINT 2.0

Clearwater, Florida

The Clearwater Greenprint document serves as a sustainability plan that identifies a series of tangible actions across eight topic areas that have the potential to reduce energy consumption, pollution, and greenhouse gas emissions while stimulating the local economy and improving quality of life. WGI worked with the City of Clearwater to produce an update to the Clearwater Greenprint dubbed “Clearwater Greenprint 2.0.” The document is intended to inform members of the general public and guide municipal staff and elected officials. It sets goals, objectives, target timelines, and strategies, supported by detailed Measurement Methodologies in an Appendix. Work included preliminary visioning, reformulating strategies in the draft document, and identifying new strategies based on Florida Green Building Coalition Green Local Government Standards. In addition, WGI coordinated with PFM Group Consulting, LLC to operationalize the strategies, transforming Clearwater Greenprint 2.0 into an actionable sustainability framework.

Improvements in Clearwater Greenprint 2.0 were not limited to the document’s material content. WGI completed a complete graphical rework of the paper with compelling graphic elements such as charts, graphs, and icons inspired by the City’s brand aesthetic and other “model documents” or similar plans by nearby, comparable local governments. WGI’s efforts with City staff resulted in a more current, comprehensive, and comprehensible Greenprint, reflecting the City’s sustainability priorities over the report’s 25-year time horizon.

REFERENCE:

City of Clearwater | Sheridan Boyle | Sustainability Coordinator | p. 727.562.4003 | e. Sheridan.Boyle@MyClearwater.com

PROJECT DATES:

October 2020 - May 2021

SERVICES PROVIDED:

Land Development | Sustainability Planning

CONTRACT AMOUNT:

\$53.1K

KEY STAFF:

Angela Biagi, PLA, LEED AP
BD+C
Andrew Crozier, AICP



LAND DEVELOPMENT CODE REVISION

Clay County, Florida

The WGI team completed a revision of the County's code, focusing on Article III: Zoning and Land Use and Article VIII: Sign Regulations. WGI thoroughly reviewed the existing code and provided changes aligned with the County's comprehensive plan and state statutes. The team was responsible for coordinating extensively with the County staff to report these conflicts or inconsistencies.

The County emphasized the importance of a new code incorporating desirable elements of two existing master plans. In addition, we integrated best practices to encourage new industries, redevelopment incentives, and incorporating green building standards for compliance with sustainable design standards. To make the code more concise, WGI created a set of new tables and graphics for the reader to better understand and interpret the code language.

Public involvement was essential in the project approach to build trust and understanding throughout the process. WGI led four community workshops and hosted workshops with the Planning Commission and Board of County Commissioners.

REFERENCE:

Clay County | Ed Lehman |
Planning and Zoning Director |
p. 904.541.3830 | e. Ed.Lehman@
claycountygov.com

PROJECT DATES:

January 2022 - August 2023

SERVICES PROVIDED:

Policy Planning

CONTRACT AMOUNT:

\$204K

KEY STAFF:

Courtney Powell, AICP

Angela Biagi, PLA, LEED AP

BD+C

Maryann Kwok, AICP, LEED AP

Roxann Read, AICP, CFM, FRA-RA



SEMINOLE TRIBE OF FLORIDA COMPREHENSIVE PLAN SUPPORT

Various Locations, Florida

WGI provided peer review and oversight of a draft comprehensive plan for several Seminole Tribe of Florida Reservations and Settlements. Our work included a review of the existing conditions and how the Tribe's culture, tradition, and history are honored and carried on through proposed goals, objectives, and policies for each plan.

WGI also provided review and recommendations for the plans, maps, stakeholder presentations, and outreach survey questionnaires. These efforts assisted the Tribe in preparing their first comprehensive plan; one that will be representative of the Tribe's goals, supported by Tribal members, and directs action to carry the Tribe into the next decade.

As a sovereign entity, the Seminole Tribe of Florida is not subject to the Community Planning Act (163.3161, Florida Statutes). Therefore, this is a voluntary effort initiated by the Tribe.

REFERENCE:

Seminole Tribe of Florida |
Harvey Rambarath, PMP, AICP,
LEED, GA | Assistant Director
of Planning and Development |
p. 954.966.6300 ext. 10647 | e.
harveyrambarath@semtribe.com

PROJECT DATES:

February 2022-Ongoing

SERVICES PROVIDED:

Planning

CONTRACT AMOUNT:

Confidential

KEY STAFF:

Kristen Nowicki, AICP

Angela Biagi, PLA, LEED AP BD+C

Courtney Powell, AICP

Tyler Tornese

References

1. Clay County

Ed Lehman | Planning and Zoning Director

477 Houston Street, P.O. Box 1366, Green Cove Springs, FL 32043

p. 904.541.3830 | ed.lehman@claycountygov.com

Project: Land Development Code Revision—WGI revised the two articles of the County’s zoning code to modernize the code and make it more user-friendly.

Project Dates: January 2022-Ongoing

2. City of Lake Worth Beach

Erin F. Sita, AICP | Assistant Director, Community Sustainability Department

1900 Second Avenue North, Lake Worth Beach, FL 33461

p. 561.586.1617 | esita@lakeworthbeachfl.gov

Project: Opportunity Zone Master Plan—WGI created a master plan outlining existing socioeconomic data within the opportunity zone, key subareas, and development potential on the subject parcels.

Project Dates: May 2019-January 2020

This project was completed on schedule.

3. Seminole Tribe of Florida

Harvey Rambarath, PMP, AICP, LEED GA | Assistant Director of Planning and Development

5700 Griffin Road, Davie, FL 33314

p. 954.966.6300 ext. 10647 | harveyrambarath@semtribe.com

Project: Comprehensive Plan Support—WGI provided peer review and oversight of draft Comprehensive Plan elements for several Tribal Reservations and Settlements.

Project Dates: December 2022-August 2022

This project was completed on schedule.

4. Westgate CRA, Palm Beach County

Denise Pennell, FRA-RA | Senior Planner/Project Manager

1280 N. Congress Avenue, Suite 215, West Palm Beach, FL 33409

p. 561.640.8181 x105 | DPennell@pbcgov.org

Project: Westgate CRA Agreement for Professional Planning, Landscape Architecture, and Property Development Services —WGI provided grant application services, landscape architecture, and conceptual engineering to secure a \$1M grant TPA grant for complete street work.

Project Dates: December 2019-August 2020

This project was completed on schedule.

5. Town of Lake Park

Nadia Di Tommaso, FRA-RP, LEED Green Associate | Community Development Director

535 Park Avenue, Lake Park, FL 33403

p. 561.881.3319 | NDiTommaso@lakeparkflorida.gov

Project: Kelsey Park Master Plan—WGI developed a master plan to create a more active and sustainable urban waterfront park.

Project Dates: March 2022-August 2022

This project was completed on schedule.

Letters of Recommendation



Community
Development
Department

April 13, 2023

RE: Reference Letter for WGI, Inc.

To Whom It May Concern:

I am pleased to express the positive experience I had in collaborating with WGI on the Kelsey Park Master Plan.

The Town of Lake Park commissioned WGI to develop a master plan creating a more active urban and waterfront park setting as part of the Town's centennial celebration. The team analyzed the existing conditions of the site and were respectful to preserve the historic elements. WGI also conducted a robust public engagement process. The project began in March 2022 and concluded in August 2022.

Throughout the project, we were confident in the work performed by WGI and were satisfied with the deliverables they prepared.

Please feel free to contact me if you have any questions. I do not hesitate to recommend WGI for any project.

Sincerely,

A handwritten signature in black ink, appearing to read "Nadia Di Tommaso".

Nadia Di Tommaso, FRA-RP, LEED Green Associate
Community Development Director
Town of Lake Park, Community Development Department
535 Park Avenue
Lake Park, FL 33403
(561) 881-3319
NDiTommaso@lakeparkflorida.gov

535 Park Avenue
Lake Park, FL 33403
Phone: (561) 881-3318
Fax: (561) 881-3323

www.lakeparkflorida.gov



Department: Economic and Development Services

Division: Planning

Address
Green Cove Springs, FL
32043

Area Code: 904
Phone: 541-3830

County Manager
Howard Wanamaker

Commissioners:

Mike Cella
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Kristen Burke, DC
District 5

claycountygov.com



April 12, 2023

RE: Reference Letter for WGI, Inc.

To Whom It May Concern:

I am pleased to express the positive experience I have had in collaborating with WGI on Clay County's Code Revision.

WGI provided revisions to Clay County's code, focusing on Article III: Zoning and Land Use and Article VIII: Sign Regulations. WGI thoroughly reviewed the existing code and provided changes aligned with the County's comprehensive plan and state statutes. The team was responsible for coordinating extensively with the County staff to report these conflicts or inconsistencies. The project began in January 2022 and is anticipated to conclude August 2023.

Throughout the project, we have felt confident in the work performed by WGI and have been very satisfied with the deliverables that have been prepared to date.

Please feel free to contact me if you have any questions; I do not hesitate to recommend WGI for any project.

Sincerely,

Edward Lehman, Director of Planning and Zoning
Clay County Board of County Commissioners
477 Houston Street, P.O. Box 1366
Green Cove Springs, FL 32043
(904) 541-3830
Ed.Lehman@claycountygov.com

RE: Reference Letter for WGI, Inc.

To Whom It May Concern:

I am pleased to express the positive experience I had in collaborating with WGI on the City of Lake Worth Beach Continuing Service contract, specifically for the ongoing City mobility plan. WGI has had a contract with the city since March of 2020 and their current contract runs through March 2026.

The City has awarded WGI several task work orders under this contract including:

- Golf Course Master Plan - WGI prepared a conceptual master plan to convert two holes of the city-owned golf course into a mixed-use development. The master plan identified buildings, pedestrian trails, vehicular access/parking, building location and massing, recreation/open space/plaza areas, and activity zones.
- Opportunity Zone Visioning - WGI created a master plan outlining existing socioeconomic data within the opportunity zone, key subareas, and development potential on the subject parcels. The master plan options identify the use types (i.e., commercial, industrial, mixed-use, residential) for each area within the zone and maximum intensities. WGI also lead the public outreach for the visioning.
- Mobility Plan - WGI is currently working to develop a city-wide strategic Mobility Plan. This plan is structured to align funding opportunities, infrastructure improvements, technology, and planning innovation. This project includes a robust public engagement component.

I have had the opportunity to work with the WGI on the City's Mobility Plan and have been confident in the work performed by WGI and satisfied with the deliverables they prepared.

Please feel free to contact me if you have any questions, and am happy to recommend the firm.

Sincerely,

Erin Sita
Digitally signed by Erin
Sita
Date: 2023.07.25
13:06:30 -04'00'

Erin F. Sita, AICP
Assistant Director | Community Sustainability Department
City of Lake Worth Beach
1900 Second Avenue North
Lake Worth Beach, FL 33461
561-586-1617
esita@LakeWorthBeachfl.gov



SECTION 4
Key Staff Experience
and Qualifications

SECTION 4: KEY STAFF EXPERIENCE AND QUALIFICATIONS

Staffing Levels at Office Locations

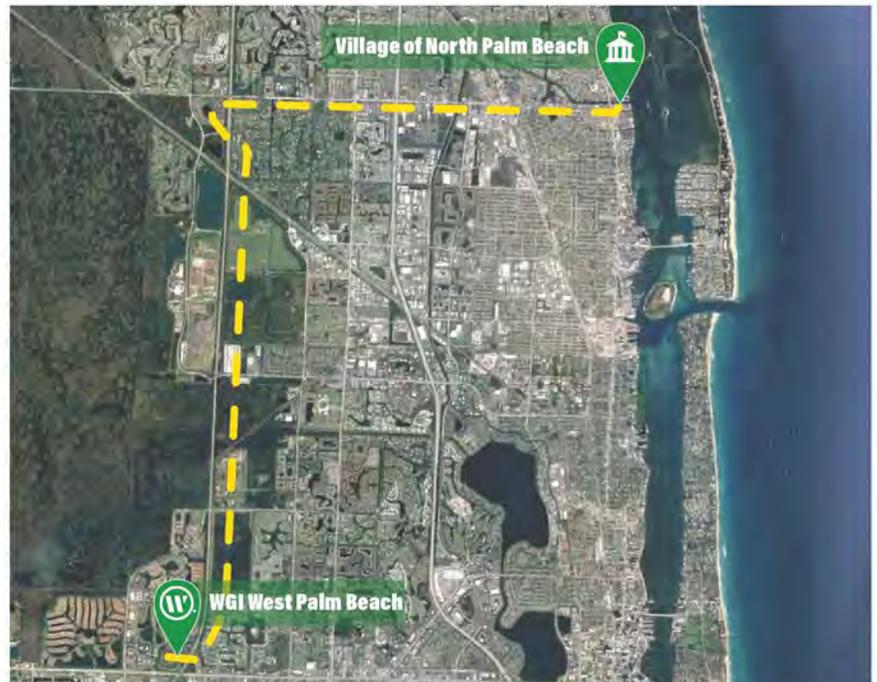
Staff in WGI Offices:

Office Location	Total Staff
HQ - West Palm Beach, FL	181
Miami, FL	14
Fort Lauderdale, FL	20
Fort Meyers, FL	2
Port St. Lucie, FL	20
Tampa, FL	66
Orlando, FL	19
Winter Garden, FL	6
Gainesville, FL	7
Jacksonville, FL	22
Tallahassee, FL	24
Arlington, VA	8
Charlotte, NC	8
Raleigh, NC	40
Chicago, IL	11
Denver, CO	2
Huntsville, AL	40
Indianapolis, IN	5
Remote Employees in PA	8
Atlanta, GA	1
Austin, TX	77
Dallas, TX	13
Houston, TX	16
San Antonio, TX	31
TOTAL STAFF	641

WGI Offices in Florida:



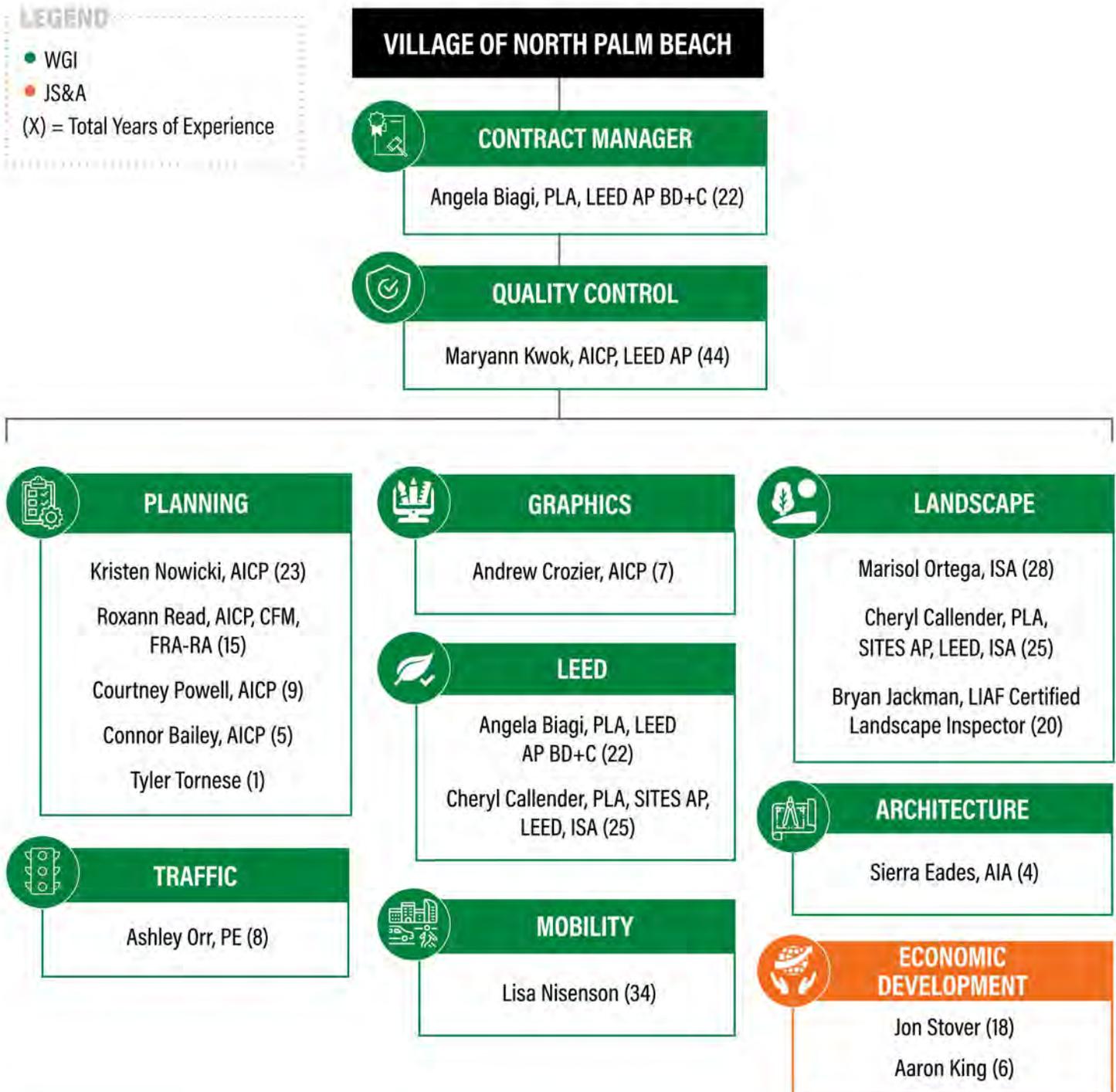
We are less than 30 minutes away from the Village of North Palm Beach:



Organizational Chart

The WGI team brings a strong commitment, dedication, and teamwork to this contract.

Depending on the nature of the task assignment, we will assigned the most appropriate team members based on their specific expertise, experience, and, when applicable, proximity to the project site. We have hand selected our team based on their expertise and capacity to ensure we have the resources needed to address the Village's varying tasks. Our team has ample capacity to competently complete all assignments in a timely manner.



Angela is a director at WGI, leading the firm's planning department. She leads a talented team of planners and designers who are dedicated and experienced in shaping the public realm. An active member of her community and respected professional in the industry, her passions include urban design, complete streets, and multi-modal transportation projects. Leveraging her landscape architecture background along with her experience in planning, she works with agencies to provide planning and design solutions that create vibrant, safe, and livable communities. Her project experience involves master planning, complete street design, site and landscape design for the corridor and open space design, and extensive project coordination, including comprehensive plan and zoning code updates.



Angela
**Biagi, PLA, LEED AP
BD+C**

RELEVANT EXPERIENCE

Kelsey Park Master Plan, Town of Lake Park, FL, Project Manager. With Angela as the project manager, WGI developed a master plan creating a more active and sustainable urban waterfront park as part of the Town of Lake Park's centennial celebration organizing it into five distinctive zones: the waterfront, the great lawn, the gateway plaza, the children's area, and the sports center. Public outreach included multi-lingual surveys, multiple public workshops and charrettes, and engagement with local churches and schools.

Opportunity Zone Master Plan and Massing Study, City of Lake Worth Beach, FL, Project Manager. Angela was responsible for the overall delivery of the project. WGI was hired to undertake a massing study and conceptual master plan for the study area to help attract opportunity zone funds and direct development. The master plan breaks the study area into six nodes to guide where specific development types. How these nodes interact with the existing community was a special consideration for the team since the master plan focuses on multi-story mixed-use development, and the existing neighborhood is primarily single-family. The WGI team worked closely with the community to assess the types of businesses and redevelopment that would most benefit the neighborhood.

Jefferson Terminal District Parking Use Study, City of West Palm Beach, FL, Project Manager. Angela served as the project manager. Under the Transportation Engineering, Planning Consultant Continuing Services contract, the City of West Palm Beach authorized WGI to complete a parking study for the Jefferson Terminal District and its redevelopment. The scope of work includes a parking inventory and geographic information system (GIS) mapping of current conditions, land use and parking ratio analysis, and a parking capacity analysis.

Consolidated Plan, Clay County, FL, Project Manager. Angela served as the project manager, facilitating communication between the consultants and the County. The Consolidated Plan assesses the needs of the County's low and moderate-income residents offering solutions in the form of accessibility to affordable housing, community development needs, infrastructure investment, market conditions, and public services. WGI developed the citizen participation plan, led virtual stakeholder and community workshops, and developed an online public survey.

Review and Rewrite of City Code, City of Lighthouse Point, FL, Project Manager. Angela reviewed the entire code and proposed revisions to modernize the code language. The City of Lighthouse Point retained WGI to provide planning, legal, editing, and other associated disciplines to provide the City with a complete product of a review and rewrite of the entire City Code, including the City's Land Development Code.

REGISTRATIONS:

Professional Landscape Architect:
Florida #LA6666787, 2005

EDUCATION:

Bachelor of Landscape
Architecture—University of Illinois,
2001

CERTIFICATIONS:

LEED BD+C

AFFILIATIONS:

American Society of Landscape
Architects
Congress for the New Urbanism

YEARS OF EXPERIENCE

TOTAL: 22 WITH WGI: 9

Maryann has extensive work experience in both the public and private sectors. Before joining WGI, she was employed by Palm Beach County, Planning, Zoning, and Building Department for more than two decades. She is well versed in different aspects of the planning and zoning fields, from application review, analysis of research and information, code amendments, master planning, and consensus building through public meetings and presentations to government officials. Maryann also had international experience working in the private sectors, as a landscape architect and urban designer in Canada, and in Asia (Hong Kong/China, Malaysia). Maryann served as a project manager responsible for new town planning, landscape design, and assisting clients through the review and approval process.

RELEVANT EXPERIENCE

Land Development Code Revision, Clay County, FL, Quality Assurance/Control Coordinator. Maryann was responsible for reviewing code regulation standards, as well as performing QA/QC of project deliverables. WGI was contracted to update Articles III (Zoning and Land Use) and VII (Signs) of the Clay County Ordinance. Updated articles were developed to the latest industry regulation standards and provided innovative strategies to create a cohesive and user-friendly document. In addition, the project required careful coordination with County initiated text amendments to ensure consistency and cohesive project deliverables. Successful project completion included effective project management, valuable community engagement, adopted articles, and Web Content Accessibility Guidelines compliant final deliverables.

Review and Rewrite of City Code, City of Lighthouse Point, FL, Project Manager. Maryann's role is to review current codes, communicate with key staff to discuss code-related issues/industry trends, and coordinate revision with City Staff. The City of Lighthouse Point retained WGI to provide a review and rewrite of the entire City code, which includes the administrative code and the land development code. Although numerous ordinances were codified through the years, the City code was not fully reviewed since the 1970s, and many sections were inconsistent and obsolete.

Unified Land Development Code (ULDC) Revision and Maintenance, Palm Beach County, FL, Deputy Zoning Director. Maryann's role in this code amendment process was to assist the zoning director in the review of the draft amendments prepared by staff, coordinate with other government agencies for input and feedback, and provide a final draft to be presented to the Land Development Regulations Advisory Board for recommendation. Maryann also attended public hearings for the adoption of the ordinances by the Board of County Commissioners. She participated in the explanation of the amendments and responded to questions raised by the Boards or by interested parties. Maryann was also responsible for training staff on the adopted Code amendments.

Reorganization and Update of Comprehensive Plan and Zoning Application Processes and Procedures, Palm Beach County, FL, Deputy Zoning Director/Project Manager. Maryann was the project manager for the updates and reorganization of the Code as it is related to the Processes and procedures of planning and zoning applications, which includes comprehensive plan text amendment, land use amendment, zoning code amendments, public hearings, and administrative applications. In addition, further amendments to the above zoning processes were required based on changes to House Bill 7103, Florida State Statutes, of which the timeline of processes was revised to comply with the state requirements.



Maryann Kwok, AICP, LEED AP

REGISTRATIONS:

American Institute of Certified Planners: #016208, 2000

EDUCATION:

Bachelor of Science, Landscape Architecture— University of Toronto, 1979

CERTIFICATIONS:

LEED AP

AFFILIATIONS:

American Planning Association
American Society of Landscape Architects
Palm Beach County Planning Congress

YEARS OF EXPERIENCE

TOTAL: 44 WITH WGI: 2

Kristen is a senior project manager specializing in urban planning, community outreach, development services, public speaking, and leadership. Her planning experience includes development review, transportation, writing and revising comprehensive plans, Community Redevelopment Area plans, and land development regulations. She is a relationship builder with an eye for projects from all angles based on her experience in municipal planning and private-sector consulting. Kristen has consistent success implementing planning processes that align with projected trends to promote sustainable growth and redevelopment. She is active in professional associations and engaged in multi-disciplinary learning and sharing for continued professional growth.



Kristen
Nowicki, AICP

RELEVANT EXPERIENCE

General Planning Services, Village of North Palm Beach, FL, Senior Planner. Providing both in-house and remote Planning Division assistance to the Village temporarily while the Department was short-staffed, Kristen prepared staff reports for Planning Commission and Village Council, responded to resident and business owner inquiries, and reviewed business tax receipts and building permit applications.

Comprehensive Plan Update, City of Greenacres, FL, Project Manager. As the WGI lead, Kristen worked with City staff and other consultant teams to provide an updated Comprehensive Plan. WGI prepared the updated data, inventory, and analysis as well as the goals, objectives, and policies for the Conservation Element and the brand-new Community Health Element.

Community Redevelopment Area, Osceola Park Neighborhood Plan Update, City of Delray Beach, FL, Senior Planner. Kristen provided her technical knowledge for the Delray Beach Neighborhood Plan update. The goal of this project was to determine if the current redevelopment strategies and development standards were still applicable and to propose new neighborhood improvement actions and redevelopment projects. Deliverables included a site inventory and analysis and an update to the Osceola Park Redevelopment Plan.

Comprehensive Plan Update, City of Lauderdale Lakes, FL, Senior Planner. To update the future land use and recreation and open space elements of the City's Comprehensive Plan, Kristen assisted in the community outreach efforts and conducted surveys of residents. She also prepared BrowardNEXT-compliant revisions to the goals, objectives, and policies, and data/analysis updates.

Major Thoroughfare Design Guidelines, City of Lake Worth Beach, FL, Senior Planner. In coordination with the urban design team, Kristen assisted in the preparation of a site inventory and Analysis Report, researched City policies and regulations, and provided QA/QC on the Design Guidelines document.

Development Review Services, Town of Cutler Bay, FL, Senior Planner. Supporting the Town's Planning and Zoning Division, Kristen reviewed applications for new commercial and residential development, redevelopment, and variance requests. Reviews included preparation of application comments based on the Land Development Code, coordination with engineering, traffic, and landscape disciplines, and presentations to Town Council.

Historic Preservation Fund, City of Miami Beach, FL, Senior Planner. Kristen worked with City staff and the Miami Design Preservation League to develop a framework for grants to assist in preservation efforts and resiliency improvements to structures in the City of Miami Beach. Tasks included the preparation of recommendations and presentations to the Finance Committee and Miami Beach City Commission.

REGISTRATIONS:

American Institute of Certified Planners: #023382, 2009

EDUCATION:

Master of Arts, Urban and Regional Planning—University of Florida, 2007

Bachelor of Science, Environmental Science—University of Florida, 1998

CERTIFICATIONS:

Certifications

AFFILIATIONS:

American Planning Association
American Planning Association
Broward Section, Immediate Past Chair

American Planning Association
Florida Chapter
Leadership Broward Class XLI

YEARS OF EXPERIENCE

TOTAL: 23 WITH WGI: 4

Roxann is a highly experienced planner and project manager with several years of extensive expertise in planning for high-growth Florida jurisdictions' development, infrastructure, comprehensive plans and policy, zoning codes, and development review. She is an accomplished workshop facilitator, event moderator, and meeting organizer for both in-person and online events using a variety of digital platforms. She excels at research and policy analysis and can visualize the big picture as well as pay attention to detail. She is a proven leader with significant volunteer service to the profession and nonprofit management experience, including strategic planning, program development, volunteer recruitment, management, and budgeting.



Roxann
Read, AICP, CFM,
FRA-RA

RELEVANT EXPERIENCE

Comprehensive Plan Update, City of Wildwood, FL, Assistant Director Development Services. Roxann led the RFP, proposal evaluations and ranking, oral presentations, and contract award processes. She worked with the consulting firm awardee, staff, and City leaders to review and evaluate all draft documents, which included data and analysis, appendices and goals, objectives, and policies. This resulted in the successful adoption by the City Council of the 2050 Comprehensive Plan after a successful review by the Florida Department of Economic Opportunity.

Comprehensive Plan Update, Charlotte County, FL, Planner II. Roxann worked with the Parks and Recreation Department, Charlotte County Historical Society, and fellow planners to update the County's 2050 Comprehensive Plan. She guided the elimination of the historical element while keeping the goals, objectives, and policies intact, coordinating the placement of those goals, objectives, and policies in the appropriate future land use, housing and recreation, and open space elements. She also worked closely with the Parks and Recreation Department to revise and update the recreation and open space element, guiding the update of the data and analysis, goals, objectives, and policies, as well as the map series.

Land Development Regulations and Architectural Design Standards Updates, City of Wildwood, FL, Assistant Director Development Services. Roxann managed the review and revision of the City's Land Development Regulations and Architectural Design Standards on a biannual basis to meet state mandates and improve efficiencies to streamline development. She worked with City staff from various departments to ensure their questions were answered and their needs met during each revision process.

Zoning Code Update, Charlotte County, FL, Planner II. Roxann met with Community Development Department staff weekly to review the existing zoning code and discuss possible revisions and updates.

Community Planning, Charlotte County, FL, Community Planner. Roxann worked with the communities of Manasota and Sandpiper Key, Little Gasparilla Island, and Grove City to implement their Special Area Community Plans and revise and update the zoning overlay for Manasota and Sandpiper Key. She worked alongside residents in those communities to foster an understanding of the special area plans and zoning overlays by attending monthly meetings in the community and bringing special guests to the meetings when needed.

REGISTRATIONS:

American Institute of Certified Planners: #177090, 2009
CFM #US-18-10316, 2018
Florida Redevelopment Association RA (FRA-RA)

EDUCATION:

Master of Public Administration—Southern Illinois University, 2004
Bachelor of Arts, History and Political Science—Southern Illinois University, 2002

CERTIFICATIONS:

Certifications

AFFILIATIONS:

American Planning Association, Florida Chapter; Equity, Diversity, and Inclusion Committee
Orlando Metro Section
The Florida Redevelopment Association

YEARS OF EXPERIENCE

TOTAL: 15 WITH WGI: <1

Courtney has more than nine years of planning experience, with a strong understanding of local government operations. She specializes in comprehensive planning, small area plans, land management ordinance administration, report and text amendment writing, public engagement, public presentation, municipal processes, customer service, and project management. She leverages her acquired academic knowledge and work experience from both private and public sector angles to deliver a high standard of practice, ethics, and professional conduct to improve the quality of life for community stakeholders. With her extensive public planning and project management experience, she has facilitated several successful planning processes, open houses, and stakeholder groups in a collaborative and welcoming environment. Her passion to create tailored processes and a sense of place drives her to find creative and implementable solutions.



Courtney
Powell, AICP

RELEVANT EXPERIENCE

Land Development Code Revision, Clay County, FL, Project Manager. Courtney was responsible for project management, code regulation standards, and timely delivery of work products. WGI was contracted to update Articles III (Zoning and Land Use) and VII (Signs) of the Clay County Land Development Code. Updated articles were developed to the latest industry regulation standards and provided innovative strategies to create a cohesive and user-friendly document.

Kelsey Park Master Plan, Town of Lake Park, FL, Quality Control Project Management. Courtney assisted with site analysis and QA/QC. WGI developed a master plan to create a more active and sustainable urban waterfront park as part of the Town of Lake Park’s centennial celebration. The master plan organized the park into five distinctive zones: the waterfront, the great lawn, the gateway plaza, the children’s area, and the sports center. This strategy allowed a design that is cohesive and unified spaces while establishing unique identities for each sector complete with amenities targeted at different users. The scope of work included significant public outreach.

Westgate Avenue Corridor Streetscape Plan, Westgate Belvedere Homes CRA, FL, Planner. Courtney was responsible for planner duties such as due diligence, project coordination, and entitlements. WGI prepared a plan for the 1.5-mile Westgate Avenue Corridor Streetscape project. The Westgate CRA was awarded a \$25K grant by the Department of Economic Opportunity to further a study on a streetscape design for the Westgate Avenue Corridor. The study promotes improved walkability and other multi-modal transportation opportunities, in addition to beautifying, enhancing, and creating an environment to attract new investment and foster economic vitality within the project area.

AARP Code Audits, Various Jurisdictions, AARP, QC Project Management. Courtney was responsible for reviewing code regulation standards and case studies, as well as performing QA/QC of project deliverables. WGI analyzed the zoning codes of multiple cities and counties to identify livability barriers for vulnerable populations. The audits also included the analysis of relevant planning studies and master plans. Most of the code audits focused on regulatory barriers to the development of affordable housing and dwelling units that allow seniors to age in place. Other common themes included regulatory barriers to senior housing, accessory dwelling units (ADUs), equitable redevelopment, complete streets, senior/low-income mobility, and access to public parks. WGI identified specific code sections that hinder the development and implementation of these elements. The team developed recommendations backed by best practices and successful case studies for sections of the code that would have the most significant impact on AARP’s target populations.

REGISTRATIONS:

American Institute of Certified Planners: #029031

EDUCATION:

Master of Arts, City and Regional Planning—Clemson University, 2014
Bachelor of Arts, Art History and Urban Studies—Furman University, 2012

AFFILIATIONS:

American Planning Association, Virginia—YPG Subcommittee Leader
American Planning Association
Urban Land Institute
National Trust for Historic Preservation

YEARS OF EXPERIENCE

TOTAL: 9 WITH WGI: 3

Connor is a planner with experience in both the public and private-sector planning. As a public sector planner, Connor provides planning support for land acquisition through the eminent domain process in association with FDOT. As a private sector planner, Connor applies his diverse skillset to a wide array of project deliverables including GIS analysis, due diligence reports, justification statements, and graphical representation of development projects.

RELEVANT EXPERIENCE

South Dixie Highway Streetscape/Landscape Improvements from Albemarle Road to Okeechobee Boulevard, City of West Palm Beach, FL, Planner. Connor helped provide and coordinate with the design team regarding land development regulations for the streetscape improvements. WGI provided urban design services and led the public outreach efforts for this 1.5-mile road diet project. This corridor is home to many restaurants, retail shops, and adjacent residential neighborhoods. With this in mind, the City and community desired to create a complete and walkable street to improve safety, access to local businesses, and aesthetics along the corridor. The WGI team took special care to ensure that the streetscape design addressed the existing infrastructure constraints of the corridor, access to business entrances, and signage visibility. A unique feature of the design is that the City and business owners wanted the landscape to respond to the nature and brand of the individual businesses rather than form a homogeneous streetscape. The plant palette promoted harmony in the overall design while still allowing the landscape to address the distinctive features of each property.

Opportunity Zone Strategic Plan and Assessment, City of Lake Worth Beach, FL, Planner. Connor assisted with the community outreach, helping with design charrettes with the community, due diligence into opportunity zones, and how development regulations could be proposed for the Opportunity Zone. He worked closely with the City regarding the visualization of example projects or development programs. WGI was also hired to undertake a massing study and conceptual master plan for the study area to help attract Opportunity Zone funds and direct development. In addition, the WGI team worked closely with the community to assess the types of businesses and redevelopment that would most benefit the neighborhood. Two public outreach meetings were held to ensure that the community's insights and opinions were considered throughout the planning process.

Sims Creek Preserve Planning and Conceptual Design for Public Hearing, Town of Jupiter, FL, Planner. Connor helped prepare the entitlement applications for the project, coordinate with the Designer regarding the development regulations for the conceptual designs, and represent the application with the Town of Jupiter. As a consultant for the Town of Jupiter, WGI provided conceptual engineering, site design, and landscape planting design. Sims Creek Preserve is a 2.81-acre passive open space property owned by the Town of Jupiter on the northeast intersection of Center Street and Indiantown Road. As part of the City's Open Space Program, this project supports the goal of providing a system of parks, recreation, and open space throughout the Town. With this in mind, the project consisted of adding a new kayak launch and the required parking to the site while maintaining and enhancing its existing natural character. The overall project consists of adding a grass paved surface parking lot, walking paths, picnic areas, and the kayak launch. Due to the adjacent creek bank being heavily planted with mangrove trees, the kayak launch was carefully sited in a corner of the property where there is an existing break in the vegetation and small slope to the water. The surface parking lot and walking paths were carefully sited to preserve the dense planting of mature Live Oaks. The lot and sidewalks were constructed of pervious pavement to minimize impact to those trees. The proposed planting plan is entirely Florida native vegetation which is compatible with the existing upland plant palette.



**Connor
Bailey, AICP**

REGISTRATIONS:

American Institute of Certified Planners: #34417, 2022

AFFILIATIONS:

American Planning Association
Palm Beach County Planning Congress

YEARS OF EXPERIENCE

TOTAL: 5 WITH WGI: 5

Tyler is a recent graduate from the University of Florida where he grew his talents from his experience as a graduate assistant for the University of Florida GeoPlan Center. Tyler assisted the research hub on various projects, ranging from Sea Level Rise to Metropolitan Planning Organization/Transportation Planning Organization long-range transportation plan analysis. During the middle of his Master's degree program, Tyler completed a three-month internship with the South Dakota Department of Transportation. During the internship, Tyler wrote a master transportation plan to assist in the future planning endeavors of a small town in South Dakota.



Tyler
Tornese

RELEVANT EXPERIENCE

Comprehensive Plan Update, City of Greenacres, FL, Planner. Tyler was responsible for researching and updating the Conservation Element while also taking input from city officials to create the new Community Health element. WGI prepared the updated data, inventory, and analysis as well as the goals, objectives, and policies for the Conservation Element and the brand-new Community Health element.

Mobility Plan, City of Lake Worth Beach, FL, Lake Worth Beach Planning Department and CRA, Planner. Tyler leads the project's GIS analysis component. Project deliverables include delivering a high-quality analysis of the City's mobility network while identifying key trends concerning crashes, annual average daily traffic, and infrastructure. This plan aligns funding opportunities, infrastructure improvements, technology, and planning innovation to improve safety, access, and transportation. WGI will use a new analytics platform, UrbanSDK, for a data-driven approach to identifying locations for improvements and performance indicators for the City's multi-modal transportation system.

Planning Due Diligence, City of Palm Beach Gardens, FL, Planner. Tyler performed planning due diligence for a private client in Palm Beach Gardens. As part of the due diligence, Tyler was responsible for researching the applicable land development code standards and summarizing their relation to the project site. Additionally, Tyler led the pre-application meeting with City staff, representing the consultant team and the project. The Planning Due Diligence report provided the client with historical approval history of the site, development timeline, analysis of flood hazard areas, and in-depth code review to determine applicable standards and possible uses.

Land Entitlement Applications, City of Palm Beach Gardens, FL, Planner. As the planner, Tyler worked with engineers, surveyors, architects, lidar experts, and attorneys to submit and prepare high-level land development applications for submittal to the City of Palm Beach Gardens on behalf of private clients. The applications submitted and prepared include future land use amendments, rezoning, site plan approval, and platting. Additionally, Tyler utilized his experience with visualization techniques and prior knowledge of lidar to engage multidisciplinary team members in advanced lidar modeling of the project site, to model future conditions.

EDUCATION:

Master of Science, Urban and Regional Planning—University of Florida, 2022
Bachelor of Science, Sustainability and the Built Environment—University of Florida, 2020

YEARS OF EXPERIENCE

TOTAL: 1 WITH WGI: 1

Andrew specializes in comprehensive urban development, urban design, streetscape design, site planning, and green infrastructure. Andrew's portfolio of work includes projects in the United States, Europe, and Japan. He has facilitated planning workshops in several states and three countries with both Americans and foreign nationals. Andrew's passion for urban planning and design drives him to create plans that are implementable, equitable, and tailored to the unique conditions and visions of his clients.

RELEVANT EXPERIENCE

Kelsey Park Master Plan, Town of Lake Park, FL, Public Outreach. Andrew spearheaded the public outreach activities, developed the community surveys and charrette workshops, and was charged with document design and production. His public engagement strategy was crafted and tailored to the demographics and needs of the community by utilizing both print and digital marketing materials, engagement activities at local festivals, churches, and schools, developing a comprehensive brand and visual language for the project, and creating a social media campaign with customized Facebook and Twitter graphics. The public engagement plan also included components specifically targeting outreach to minority and underrepresented communities. The WGI team developed a master plan to create a more active and sustainable urban waterfront park as part of the Town of Lake Park's centennial celebration.

AARP Code Audits, Multiple Jurisdictions, AARP, Urban Planner. Andrew conducted extensive code research and analyzed existing resources such as demographic data, planning documents, and strategic plans to identify the barriers to AARP's goals of developing livable communities and provided recommendations, best practices, and relevant case studies to remove these barriers. The team developed recommendations backed by best practices and successful case studies for sections of the code that would have the most significant impact on AARP's target populations.

Florida Fish and Wildlife Conservation Commission J.W. Corbett Campground Retrofit for Accessibility, Florida Fish and Wildlife Conservation Commission, FL, Lead Designer.

Andrew was the lead designer for the project. WGI designed an accessible year-round campground in the J.W. Corbett Wildlife Management Area. The camp renovations included individual ADA-compliant areas that can accommodate varying group sizes, new dock locations, compressed gravel roads, parking, and ancillary amenities. In addition, the team put together alternatives for signage and campsite demarcation. WGI then provided a conceptual plan package with details of each camping variation and graphic representations of each conceptual design.

Parks and Recreation Master Plan, Village of Palm Springs, FL, Project Manager. Andrew led the public engagement efforts for the Village of Palm Springs Parks and Recreation Master Plan by utilizing a blend of traditional outreach approaches and traditional in-person event and digital strategies, including flyers to local HOAs and apartment complexes, advertisements on Village signs, hosting booths at the local Fall Festival and Tree Lighting Ceremony, school outreach, engagement with community groups and organizations, and robust stakeholder engagement. The public engagement plan included a blend of traditional outreach approaches and new strategies adopted in the wake of the COVID-19 pandemic. A digital survey formed the backbone of the outreach plan and was available virtually on the Village's website and physically through distribution efforts that were promoted through social media channels, the Village Website, and in-person attendance at local events.



**Andrew
Crozier, AICP**

REGISTRATIONS:

American Institute of Certified Planners: #29685, 2016

EDUCATION:

Bachelor of Arts, Graphic Design and History—Ohio Northern University, 2013
Master of City and Regional Planning—Ohio State University, 2015

AFFILIATIONS:

American Institute of Certified Planners
American Planning Association

YEARS OF EXPERIENCE

TOTAL: 7 WITH WGI: 2

Marisol lends more than 28 years of experience as a designer, project manager, arborist, and specialized inspector to the landscape architecture division. Her background spans all aspects of the Green Industry, from pre-construction site survey and analysis, overall project design, construction management to post-development inspection and reporting for residential, commercial, and municipal projects. She has worked with numerous community and city officials and developers to provide project landscape design and contract management and oversight for the installation and maintenance of city monuments, parks, roadways, commercial centers, and housing developments. She has also provided post-storm hazard assessment, environmental mitigation observation, and reporting for wetland and coastal environments.



Marisol Ortega, ISA

RELEVANT EXPERIENCE

SR 7/US 441 Transit Corridor Improvements, FDOT District 4, FL, Project Manager. Marisol provided detailed tree disposition plans and tree protection and landscape design to meet FDOT Design Manual (FDM) criteria. This was an off-system project aimed at improving access to transit facilities on SR 7 as recommended in the SR 7 Multimodal Improvements Corridor Study completed by the Broward Metropolitan Planning Organization.

General Planning Services, Town of Cutler Bay, FL, Landscape Designer. Marisol updated the Town of Cutler Bay's Land Development Regulations Architecture Form and Standards and Landscaping and Tree Preservation sections. Updates included a full rewrite to streamline the architectural standards. Marisol identified areas to be amended and clarified. Marisol also conducted workshops with the Town Council to review the existing Architecture Form and Standards and to conduct a visual preference survey. Marisol updated the current landscape code to be in keeping with the Town's future goals. She also provides landscape plan reviews for the Town's development applications.

Terramar Park, City of Parkland, FL, Landscape Designer. Marisol provided the redesign and renovations of an old sports field to incorporate two new fields with irrigation and site amenities, including bleachers and shade structures. She also redesigned an old playground to incorporate two new age-appropriate ADA-accessible playground areas, including ADA-compliant rubberized surface and shade structures.

I-75 Interchange at CR 776, FDOT, FL, Landscape Designer. Marisol provided landscape plans, pre-design site inventory, existing conditions, opportunities and constraints, soil sampling, and photo documentation for this FDOT stand-alone project.

SR 907/Alton Road from 43rd Street to Westbound SR 112/I-95/Julia Tuttle Causeway, FDOT District 6, FL, Landscape Designer. Marisol provided the landscape component of this project handling the tree inventory and relocation plans for the Miami Beach-maintained landscape impacted by the roadway improvements.

SR A1A/Collins Avenue from North of Haulover Inlet to South of Bayview Drive, FDOT District 6, FL, Landscape Designer. This landscape component of the RRR project adjacent to Haulover Park consists of landscape inventory and relocation plans for the new pathway along the beach. Marisol provided tree inventory plans with thorough dune selective clearing and grubbing plans meeting State Coastal permitting regulations. Marisol also provided relocation plans which met with overall Miami-Dade County goals for the park.

SR-5/US-1/Islamorada Fills, Monroe County, FL, Landscape Designer. Marisol acted as lead designer and project manager to provide community outreach, site evaluation, tree assessments, landscape design, project construction management and inspection, tree selection and grading. The project within the scenic corridor of Islamorada in the Florida Keys is a landscape enhancement project following roadway improvements in the area. Existing heritage trail buffer plantings throughout were provided.

CERTIFICATIONS:

International Society of Arboriculture Certified Arborist
#FL-0741A, 2001

AFFILIATIONS:

International Society of Arboriculture

YEARS OF EXPERIENCE

TOTAL: 28 WITH WGI: 2

Cheryl is a trilingual (English, Spanish, and French) professional designer and project manager with extensive experience including designing and managing the construction of multiple high-profile urban projects, as well as designing numerous streetscapes, private and municipal projects, and large-scale roadway beautification and gateway projects in Florida. Cheryl provides her expertise in all aspects and stages of the design process, production, and construction, focusing on implementing green practices and techniques.

RELEVANT EXPERIENCE

Marine Way Seawall and Dock Repair Phase II, City of Delray Beach, FL, Landscape Design.

With a significant amount of pedestrian and vehicular traffic along Marine Way, Cheryl proposed a landscape design, including hardy species that could withstand trampling and saltwater intrusion to eliminate the need for regular replanting, subsequently reducing maintenance for the City. This sustainability project for the City of Delray Beach, Marine Way Seawall, and dock replacement is the final piece of the Veteran's Park to City Marina seawall and dock improvements and the third for WGI.

NE 2nd Avenue/Seacrest Beautification Project Phase III, City of Delray Beach, FL, Landscape Architect of Record.

Cheryl served as landscape architect of record for the fourth beautification and safety enhancement project along NE 2nd Avenue/Seacrest Boulevard corridor in Delray Beach, Florida. This project is the fourth beautification/safety enhancement project along the NE 2nd Avenue/Seacrest Boulevard corridor in the City of Delray Beach. The project is partially funded by the Delray Beach Community Redevelopment Agency and partially funded by the Florida Department of Transportation (FDOT) Local Agency Program (LAP). Design services included reducing travel lanes from 12 feet to 10 feet along Seacrest Boulevard from NE 22nd Street to Gulfstream Boulevard to encourage motorists to drive within the posted speed limit, and providing bike lanes and sidewalks on each side of the road. The bike lanes were constructed with a green pavement surface coat and the crosswalks were constructed with brick pavers to create awareness for the public and for aesthetic appeal. Signalization and pedestrian improvements were included at three intersections. Because this project was partially funded by FDOT LAP money, WGI also provided a Cultural Resource Assessment Report and Environmental Assessment Report, both required for LAP funding. WGI provided full right-of-way surveys for the project to the City of Delray Beach standards.

Sara Sims Park, City of Boynton Beach, FL, QA/QC Director.

Cheryl was responsible for the plan production coordination and quality control of deliverables for the conceptual design for the redevelopment of this 12-acre park in downtown Boynton Beach, Florida. WGI provided the conceptual design for the redevelopment of Sara Sims Park in downtown Boynton Beach. The park included several passive and active recreational activities, including walking trails, basketball courts, and a children's playground, all of which had fallen into disrepair. The park is also part of the City's Cemetery Heritage Trail. Improvements by WGI included the development of a new conceptual site plan for the park, as well as landscape and irrigation improvements. Additional improvements included an incremental fitness trail, parking lighting and signage, pavilions, and other site amenities.



**Cheryl
Callender, PLA, SITES
AP, LEED, ISA**

REGISTRATIONS:

Professional Landscape Architect:
Florida #LA6667177, 2014

EDUCATION:

Bachelor of Science, Architecture—
University of Panama, 1997
Master of Landscape Architecture—
Florida A&M University, 2006

CERTIFICATIONS:

International Society of
Arboriculture Certified Arborist #FL-
9410A, 2018
LEED Green Associate
SITES AP

AFFILIATIONS:

American Society of Landscape
Architects
United States Green Building
Council
International Society of
Arboriculture

YEARS OF EXPERIENCE

Bryan is a designer with many years of experience focused on the landscape design of commercial, mixed-use, master planning, healthcare, resort, parks and recreation, trail systems, golf course and country club, aromatherapy gardens, production housing, and residential projects. Bryan is responsible for the design and construction documentation of hardscape/lighting/planting/irrigation, creating hardscape and planting details, hand and computer rendering and 3D modeling, writing specifications, and project management/construction administration.

RELEVANT EXPERIENCE

Cinquez Park Design-Build, Town of Jupiter, FL, Designer. Bryan served as the landscape designer. Cinquez Park is a 13-acre community park located at the intersection of Indiantown Road and Center Street in the Town of Jupiter, Florida. The Park's development was split into two phases. Phase I included an open space park with on-street parking, site lighting, a small restroom/storage building, sidewalks, gazebos, a lake, and a dog park. Phase II of Cinquez Park included a playground area, additional sidewalks, an additional gazebo, and the construction of a treehouse in the large Banyan tree located on the property. WGI's scope of work included civil engineering, survey, environmental, and landscape architecture services.

Currie Park Green Streets, City of West Palm Beach, FL, Designer. Bryan served as landscape designer. WGI performed survey, civil engineering, and landscape architecture services to accommodate new infrastructure associated with the Currie Park Green Streets project. The scope of work included a design to reduce flooding, improve water quality, and provide streetscape improvements incorporating the benefits of Low Impact Design.

Park Connector Pathways, Village of Palm Springs, FL, Designer. Bryan served as landscape designer. WGI was hired to provide landscape architecture, survey, geospatial, and electrical design services for Phases 1 and 2 of the Village of Palm Springs Park Connector Pathway project.

SR 7/US 441 Transit Corridor Improvements, FDOT District 4, FL, Landscape Designer. Bryan assisted in the development of the project's landscape plans. This project consisted of roadway widening and sidewalk construction aimed at improving pedestrian and bicyclist continuity along Prospect Road from SR 7 to SR 870/Commercial Boulevard and along Copans Road from SR 7 to Lyons Road in Broward County. This was an off-system project aimed at improving access to transit facilities on SR 7 as recommended in the SR 7 Multimodal Improvements Corridor Study completed by the Broward Metropolitan Planning Organization. The improvements included roadway widening along Prospect Road to provide for buffered bicycle lanes and the construction of a raised separated bicycle facility within the swale along Copans Road. Services for this project included roadway widening, drainage engineering, signalization, landscape architecture, miscellaneous structures, lighting, utility coordination, environmental permitting, surveying, subsurface utility exploration (SUE), geotechnical exploration, and public involvement.

Bear Lakes Country Club Addition, Bear Lakes Country Club, Palm Beach County, FL, Designer. Bryan assisted in the development of the project's site and landscape plans. Bear Lakes Country Club developed a 4,500-square-foot addition to their existing clubhouse with modifications being made to the cart access barn and associated golf facilities adjacent to the addition. WGI provided surveying, planning, landscape architecture, traffic engineering, site civil engineering design, and permitting services. In conjunction with a local architect, WGI assisted in the zoning approvals and all site-related approvals and permits.



**Bryan
Jackman, LIAF
Certified Landscape
Inspector**

EDUCATION:

Bachelor of Science, Landscape Architecture—The Ohio State University, 2002

CERTIFICATIONS:

LIAF Certified Landscape Inspector

AFFILIATIONS:

American Society of Landscape Architects

YEARS OF EXPERIENCE

TOTAL: 20 WITH WGI: 6

Ashley began her career in transportation design, honing her skills in roadway design, drainage, signing and pavement marking design, maintenance of traffic, and community outreach. Now in the traffic and mobility arena, Ashley has taken these experiences and transferred her knowledge of practical design and technical concepts to the world of traffic studies, transportation impact analyses, and parking planning. She has worked closely alongside clients and local jurisdictions to accomplish their goals and propose creative-but-feasible solutions to mobility problems—solutions that promote growth while also preserving and enhancing a community’s unique character. She brings to our team extensive experience providing traffic and transportation solutions for several municipalities.



**Ashley
Orr, PE**

RELEVANT EXPERIENCE

Parking and Mobility Plan, Private Client, West Palm Beach, FL, Traffic Engineer. Ashley is the traffic scope production lead for this project. She is working closely with the client team to identify strategic study intersections to capture current traffic trends and identify traffic pinch points on downtown corridors. The scope will include layering in future growth plans and identifying potential traffic and parking impacts, all aimed to recommend opportunities to develop smarter and more sustainably.

Mobility Plan, Lake Worth Beach Planning Department and CRA, FL, Traffic Engineer. Ashley is the traffic scope production lead for this project. WGI is assisting the City in developing a city-wide strategic Mobility Plan. This plan is structured to align funding opportunities, infrastructure improvements, technology, and planning innovation to improve safety, access, and transportation. WGI will be using a new analytics platform for a data-driven approach to identifying locations for improvements and performance indicators for the City’s multi-modal transportation system.

Paid Parking Plan, City of Lake Worth Beach, FL, Engineer Intern. Using the City’s parking demand requirements, industry best practices, and client input on the capacity of the park’s most widely-attended events, Ashley developed a reusable estimating tool that would allow the city to determine the parking demand based on the characteristics of specific events hosted at the park—that is, the size of the park area reserved for the event, the percent occupancy of that area based on the number of planned attendees, and whether the amphitheater was going to be used. The tool would serve as the basis for requiring events to supply off-site parking to cover their generated demand. The City of Lake Worth Beach’s Bryant Park is located on the Intercoastal waterway and hosts many large community events throughout the year—the largest of which being the 4th of July celebration and Pride Fest.

SR 865 (San Carlos Boulevard) from North of Crescent Street to North of Hurricane Pass Bridge, FDOT District 1, FL, Engineer. Ashley performed Signal Warrant Analysis studies at the intersections of Fifth Street and Main Street and conducted a Speed Zone Study to evaluate the need to reduce the posted speed limit from Main Street to the north of the Hurricane Bay Bridge. Ashley also modeled and proposed the new signal timings at both intersections, providing a leading pedestrian interval to promote pedestrian safety in the area. SR 865 (San Carlos Boulevard) is the main access to Fort Myers Beach. The project involved reconfiguration of existing travel lanes to provide two inbound lanes to the beach and providing pedestrian-bicyclist connectivity on both sides of SR 865. The scope included new signals at Fifth Street and Main Street. Existing signals at Prescott Street/Buttonwood Drive were converted to actuated metering to allow one lane of traffic at a time when backups are detected on the Matanzas Pass Bridge. Unique activities included coordination with the Town of Fort Myers Beach on a parking availability study with options to address parking demand management and coordination with the developer for a new Margaritaville Resort.

REGISTRATIONS:

Professional Engineer: Florida
#95635, 2023

EDUCATION:

Bachelor of Science, Civil
Engineering—Pennsylvania State
University, 2014

AFFILIATIONS:

Institute of Transportation
Engineers, STEM Committee
Member

YEARS OF EXPERIENCE

TOTAL: 8 WITH WGI: 8

Lisa is a respected urban designer known for combining timeless community design and innovation with a focus on fast-tracking advanced planning techniques and emerging technologies. She has been a new mobility and smart city consultant, researcher on smart mobility, and urban planning start-up founder. Her passion is reinventing community planning processes and tools to meet trends and challenges.

RELEVANT EXPERIENCE

Ultimate Urban Circulator Autonomous Vehicles (AV) Shuttle Outreach, Balfour Beatty, FL, Outreach Lead. Lisa worked with the Jacksonville Transit Authority to develop and execute stakeholder outreach for the autonomous transit shuttle service on a 10+ mile section of Jacksonville, making this the largest deployment of AV shuttles in the US.

Complete Streets and Mobility Hubs, American Planning Association (APA), Complete Chicago, IL, Co-author. APA has hired WGI to update planning resources for their 40,000 members, including the March 2022 Zoning Practice on mobility hubs, an update to the 2010 Complete Streets Planner Advisory Service report, and various projects related to planning for AVs in 2018. This work advances APA's efforts to incorporate new research and topics such as Vision Zero, climate change, equity, and emerging technologies.

Citywide Parking and Curb Use Study, City of Somerville, MA, Parking Technology and Resilience Advisor. Lisa provided her expertise as a parking technology and resilience advisor for the City's parking master plan. Her tasks include identifying curbside management recommendations and a suite of promising and practical technologies for improving the overall mobility system. She also identified links between parking management and the city's ability to meet aggressive greenhouse gas reduction targets.

Parking and Curbside Management Master Plan, City of Delray Beach, FL, Mobility. Lisa oversaw analysis, recommendations, policy, implementation design, and stakeholder outreach. This innovative plan transforms the City's outdated parking system into a technology-enabled and performance-based program to better use existing parking facilities and institute curbside management through new pricing and time limits, updated permits, mobility, infrastructure improvements, and a technology roadmap.

Sustainable Mobility Plan, Town of Wellesley, MA, Principal. Lisa led stakeholder engagement, data strategy development, research, and analysis for new mobility solutions to reduce transportation-related climate impacts. Concepts include both mobility and land-use approaches (15-minute city, transit-oriented development) linking mobility strategies to state and federal funding resources.

Comprehensive Plan and Land Development Code Revision, City of Neptune Beach, FL, Principal and Policy Development/Mobility Lead. Lisa assisted Dover-Kohl & Partners in developing new vision and comprehensive plan documents for Neptune Beach with a focus on technology, mobility, parking, and complete streets. Midway through the process, the team pivoted stakeholder engagement due to COVID-19, which resulted in a greater number and variety of participants.

Consortium for Scenario Planning Impactful Projects Program, Cambridge, MA, Lincoln Institute for Land Policy, Author. Lisa was awarded a grant to develop sample scopes of work for various scenario planning exercises. The Lincoln Institute for Land Policy's Consortium for Scenario Planning seeks to rapidly scale next-generation planning processes to help communities and agencies better incorporate trends and uncertainty into the development of plans, policies, and built projects.



**Lisa
Nisenon**

EDUCATION:

Master of Arts, Education
Administration—Harvard University,
1988

Bachelor of Arts, Biology—Meredith
College, 1984

AFFILIATIONS:

American Planning Association

YEARS OF EXPERIENCE

TOTAL: 34 WITH WGI: 4

Sierra's experience includes architectural design, visual graphics development, programming, facility analysis, project coordination, and Building Information Modeling (BIM). Sierra has been involved in the development of industrial, transportation, and commercial projects from the schematic design phase to closeout documents.

RELEVANT EXPERIENCE

Nationwide Program Initiatives, National Online Retailer, Various Locations, Architect. Sierra is managing the design team for over 25 projects nationwide. WGI was selected as a consultant of record to perform full-service planning, design, and consulting services on various initiatives and facility enhancements across the United States.

FDOT District 1 Conference Center Design Services, FDOT District 1, FL, Architect Designer. Sierra served as architect designer on this project and provided design assistance and developing visualization imagery. The existing daycare building has been vacant for several years, and WGI was tasked to design the repurposing of the building into a modern conference center for FDOT staff, as well as for other state agencies. The new facility will connect to the existing headquarters with an overhead canopy structure to protect occupants from inclement weather, and an exterior covered canopy area will allow for overflow of occupants during conference breaks and other events for the district staff. The interior of the building was completely re-designed to accommodate as many occupants as possible in technology-driven conference spaces.

6th Street and Austin Avenue Parking Garage, City of Georgetown, TX, Architectural Design Lead. Sierra served as architectural designer on this project and developed visualization imagery for client coordination and stakeholder involvement. WGI was hired to manage and perform full-service consulting and management for a new parking garage in the Downtown core. Scope included all design services through construction administration. The project is subject to architectural design review through the City's Historic Architectural Review Commission (HARC) and includes right-of-way modifications to accommodate the parking structure. The design character is driven by the City's local environment, surrounding architecture, safety, and wayfinding, with provisions for mixed-use areas along the major arterial streets and placemaking strategies consistent with the Georgetown Main Street Program's "Downtown Public Spaces" survey. The garage structure will be constructed as an amenity for the City and its citizens.

Pedestrian/Bicycle Bridge Concept Additional Services, City of Doral, FL, Architect Designer. Sierra coordinated with other disciplines and developed the design-build criteria document. WGI performed this work as part of a continuing services contract with the City of Doral. This project included the development of design-build RFP criteria for architecture and bridge aesthetics, utility coordination, and environmental documentation. Deliverables and specific RFP components included a bridge aesthetic manual, completed permitting applications, and utility documentation. The Bridge Aesthetics Manual (BAM) will be included within the criteria document as a means to identify architectural and aesthetic requirements for the proposed pedestrian bridge.

Pedestrian Overpass from Courtney Campbell Causeway (SR 60) Trail to Bayshore Trail, FDOT District 7, FL, Architect Designer. Sierra served as the architectural designer responsible for the design concept development, stakeholder engagement, and overall coordination of the technical design requirements. This project included the development of design-build RFP criteria for architecture and bridge aesthetics, utility coordination, and environmental documentation. The Bridge Aesthetics Manual will be included within the criteria document as a means to identify architectural and aesthetic requirements for the proposed pedestrian bridge. WGI also utilized the latest visualization technologies to enhance the bridge aesthetics manual with photo-realistic 3D imagery.



Sierra
Eades, AIA

REGISTRATIONS:

Registered Architect: Florida
#AR102409, 2022

EDUCATION:

Master of Architecture—Tulane
University, 2018
Bachelor of Design, Architecture—
University of Florida, 2016

AFFILIATIONS:

American Institute of Architects
CREW of Tampa Bay

YEARS OF EXPERIENCE

TOTAL: 4 WITH WGI: 4

Jon is the founder and managing partner of JS&A. He is an expert in neighborhood revitalization and public-private economic development initiatives that help local stakeholders achieve a shared vision for their communities. He has secured, planned, and directed projects with hundreds of county agencies, city departments, community groups, non-profit organizations, neighborhood stakeholder organizations, real estate developers, and private business owners. He specializes in real estate market analysis; fiscal and economic impact analysis; development feasibility; inter-agency coordination; and economic development strategies.



Jon Stover

RELEVANT EXPERIENCE

- **Coral Gables Economic Development Strategy, City of Coral Gables, FL**
- **Boynton Beach Economic Development and CRA Enhancement Strategy, City of Boynton Beach, FL**
- **Gulfstream Hotel Impact Analysis City—CRA Partnership Assessment, City of Lake Worth Beach, FL**
- **Lake Worth Beach Arts and Culture Economic Development Strategy and CRA Support Study, City of Lake Worth Beach, Lake Worth CRA**
- **Analysis of the Impact of COVID-19 on Business in Fort Lauderdale, City of Lauderdale, FL**
- **Mount Dora Development Feasibility and Fiscal, Economic, and Community Impact Analysis, Mount Dora, FL, AMCO Development**
- **Real Estate and Analysis to Inform Boston Zoning Update, Boston, MA, Boston Planning and Development Agency**
- **Friendship Heights Post-Pandemic Neighborhood Revitalization Opportunity Snapshot, Washington, DC, Friendship Heights Alliance**
- **Southwest Neighborhood Plan, Washington, DC, DC Office Planning**
- **Mid City East Small Area Plan Real Estate Market Assessment, Washington, DC, DC Office Planning**
- **DC Nightlife Industry Analysis and Economy Impact Assessment, Washington, DC, Washington DC Economic Partnerships, The Mayor’s Office of Nightlife and Culture**
- **Innovation Space and Marketplace Analysis, Washington, DC, Office of the Deputy Mayor for Planning and Economic Development**
- **Downtown East Small Area Plan, Washington, DC, DC Office of Planning**
- **Michigan Street African American Historic Corridor Strategic Plan, Buffalo, NY, Michigan Street African American Historic Corridor Commission**

EDUCATION:

Masters of City Planning, Real Estate Development, Urban Design—University of Pennsylvania, 2007
 Bachelor of Science, City and Regional Planning—Cornell University, 2005

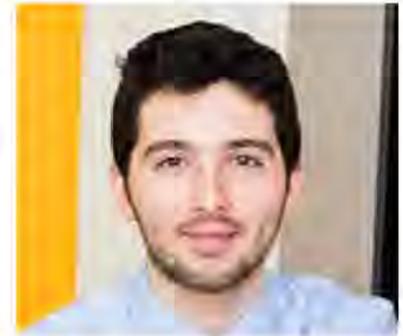
YEARS OF EXPERIENCE

TOTAL: 18 WITH JS&A: 13

Aaron combines his background in public policy and community development to engage with stakeholders, collect and analyze data, and craft actionable strategies for a range of public and private sector clients, which have included real estate developers, city agencies, economic development corporations, and community development nonprofits. He has successfully completed projects relating to retail market analysis, small business technical assistance strategy, commercial corridor revitalization, development feasibility, economic and fiscal impact analysis, and community engagement.

RELEVANT EXPERIENCE

- **Analysis of the Impact of COVID-19 on Business in Fort Lauderdale, City of Fort Lauderdale, FL**
- **Lake Worth Beach Arts and Culture Economic Development Strategy and CRA Support Study, City of Lake Worth Beach, FL, Lake Worth CRA**
- **Great Streets Grant Program Assessment and Strategic Recommendations, Washington, DC, Office of the Deputy Mayor for Planning and Economic Development**
- **Arts and Cultural Post-Pandemic Economic Recovery Support Strategy Recommendations Washington, DC, DC Commission of Arts and Humanities**
- **Friendship Heights Post-Pandemic Neighborhood Revitalization Opportunity Snapshot Washington, DC, Friendship Heights Alliance**
- **Gulfstream Hotel Impact Analysis and City—CRA Partnership Assessment, City of Lake Worth Beach, FL**
- **Mount Dora Development Feasibility and Fiscal, Economic, and Community Impact Analysis, Mount Dora, FL, AMCO Development**
- **Main Street Retail Market Analysis and Enhancement Strategies—15+ Commercial Corridors in Washington, DC, DC Department of Small and Local Business Development**
- **Reimagining Reeves Market Analysis and Transformation Strategy, Washington, DC, DC Deputy Mayor’s Office of Planning and Economic Development, Office of Planning**
- **Deanwood Retail Enhancement Strategy and Vacancy Activation Strategy, Washington, DC Ward 7 Business Partnership**
- **Economic Impact of Streetcar Ridership, Washington, DC, H Street Main Street**
- **COVID-19’s Impact on Pennsylvania Avenue East Corridor and the Chevy Chase Neighborhood Washington, DC, DC Department of Small and Local Business Development**
- **DC Nightlife Industry Analysis and Economy Impact Assessment, Washington, DC, Washington DC Economic Partnership, The Mayor’s Office of Nightlife and Culture**



Aaron King

EDUCATION:

Bachelors of Arts in Public Policy, Urban Policy, Planning, and Historic Preservation Concentration—University of Delaware, 2017

YEARS OF EXPERIENCE

TOTAL: 6 WITH JS&A: 5

Tasks to Be Subcontracted

Economic Development—Jon Stover & Associates (JS&A)

Personnel Licenses

Ron DeSantis, Governor
Julie I. Brown, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

BIAGI, ANGELA M
610 CLEMATIS STREET
APT 310
WEST PALM BEACH FL 33401

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Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

ORR, ASHLEY ELIZABETH
620 N FAYETTE ST
APT 240
ALEXANDRIA VA 22314

LICENSE NUMBER: PE95635
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Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE ARCHITECT HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

EADES, SIERRA R
7546 ARMAND CIRCLE
TAMPA FL 33634

LICENSE NUMBER: AR102409
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.
This is your license. It is unlawful for anyone other than the licensee to use this document.

This certificate hereby qualifies

Kristen A. Nowicki, AICP

as a member with all the benefits of a Certified Planner and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number 023382

Paul Farmer
Paul Farmer, FAICP
Executive Director and CEO

Graham Billingsley
Graham Billingsley, AICP
President

APA
The American Planning Association's
Professional Institute
AICP
American Institute
of Certified Planners
Making Great Communities Happen

This certificate hereby qualifies

Andrew Crozier, AICP

as a member with all the benefits of a Certified Planner and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number: 29685

James M. Drinan
James M. Drinan, Jr
Executive Director

Glenn E. Larson
Glenn E. Larson, AICP
President

APA
The American Planning Association's
Professional Institute
AICP
American Institute
of Certified Planners
Making Great Communities Happen

American Institute of Certified Planners

AICP

Connor Bailey, AICP
APA ID: 347013
AICP Membership: 1/30/19-12/31/2023
AICP Start Date: 08/31/2022
AICP Certification #: 34417

Badges
AICP

CM Reporting Period Ends: 12/31/2025

The American Institute of Certified Planners provides the only nationwide, independent verifications of planners' qualifications. Certified planners pledge to uphold high standards of practice, ethics, and professional conduct, and to keep their skills sharp and up to date by continuously pursuing advanced professional education.





SECTION 5
Litigation and Terminations

SECTION 5: LITIGATION AND TERMINATIONS

Neither WGI nor our principals have ever been declared bankrupt or reorganized under Chapter 11 or put into receivership. WGI and its principals do not have any criminal violations and/or convictions. WGI has not had contracts for the services sought under this RFP which were terminated for default, non-performance, or delay in the past five years. **Please see below for a summary of WGI's litigation history from the past five years.**

CASE	COURTS	SUMMARY	STATUS	AMOUNT
ACTIVE CASES				
Community Asphalt Corp. v. WGI, Inc. et al. 2018-CA-029816	11th Judicial Circuit Court Miami-Dade County, FL	Disputed claims for alleged breach of contract between contractor and design team.	In Discovery	Unknown at this time
Morrison-Cobalt JV v. Kimley-Horn and Associates, Inc. 2021-CA-002092	2nd Judicial Circuit Court Leon County, FL	Disputed claims for alleged breach of contract between contractor and design team.	In Discovery	Unknown at this time
Martinez v. Condotte America, Inc. 2019-013734-CA-01	11th Judicial Circuit Court Miami-Dade County, FL	Traffic accident during construction	In Discovery	Unknown at this time
Currell v. WGI, Inc., et al. 562022CA001297	19 th Judicial Circuit Court St. Lucie County	Traffic accident during construction	In Discovery	Unknown at this time
Walker Izquierdo v. Community Asphalt, et al. 2021-011062-CA-01	11th Judicial Circuit Court Miami-Dade County, FL	Traffic accident during construction (related to Izquierdo case below)	In Discovery	Unknown at this time
Alfonso Perez v. Community Asphalt Corp., et al. 2021-012281-CA-01	11th Judicial Circuit Court Miami-Dade County, FL	Traffic accident during construction (related to Perez case above)	In Discovery	Unknown at this time
RESOLVED CASES				
Community Asphalt Corporation v. Wantman Group, Inc., AAA01-21-0003-6723	American Arbitration Association	Disputed claims for alleged breach of contract between contractor and design team,	Settled	Confidential
KAST Construction v. Hunters Run Property Owners Assoc., 50-2020-CA-000769-XXXX-MB	15th Judicial Circuit Court Palm Beach County, FL	Disputed claims for alleged breach of contract between contractor and design team.	Case ongoing, WGI was dismissed (2022)	\$0.00 as to WGI
Ranger Construction v. WGI, Inc. 50-2020-CA-002166-XXXX-MB	15th Judicial Circuit Court Palm Beach County, FL	Disputed claims for alleged breach of contract.	Settled	An amount less than \$5,000.
Beck Architecture/ Beck Ltd. v. Big Red Dog, WGI, et al (Omni Resort, Austin, TX)	Travis County, TX	Disputed claims regarding contract plan details against a firm WGI acquired	Dismissed following settlement (2021)	Confidential
Hernandez v. Dragados USA, Inc. et al. CACE-18-002189	17th Judicial Circuit Court Broward County, FL	Traffic accident during construction	WGI was dismissed (2018)	\$0.00 as to WGI
Plum Owner Ft. Collins Co., LLC v. Wantman Group, Inc., N/K/A WGI, Inc. Civil Action No.: 1:22-cv-02953 MEH	United States District Court of Colorado	Disputed claim of successor liability for alleged breach of contract between contractor and a firm WGI acquired.	Dismissed following settlement (2022)	Confidential
WGI, Inc. v. City of Fort Lauderdale, Florida. CACE-22-001050	17th Judicial Circuit Court Broward County, FL	Bid dispute/protest.	Dismissed following settlement (2022)	\$0.00 as to WGI

SECTION 6

Cost Detail



SECTION 6: COST DETAIL

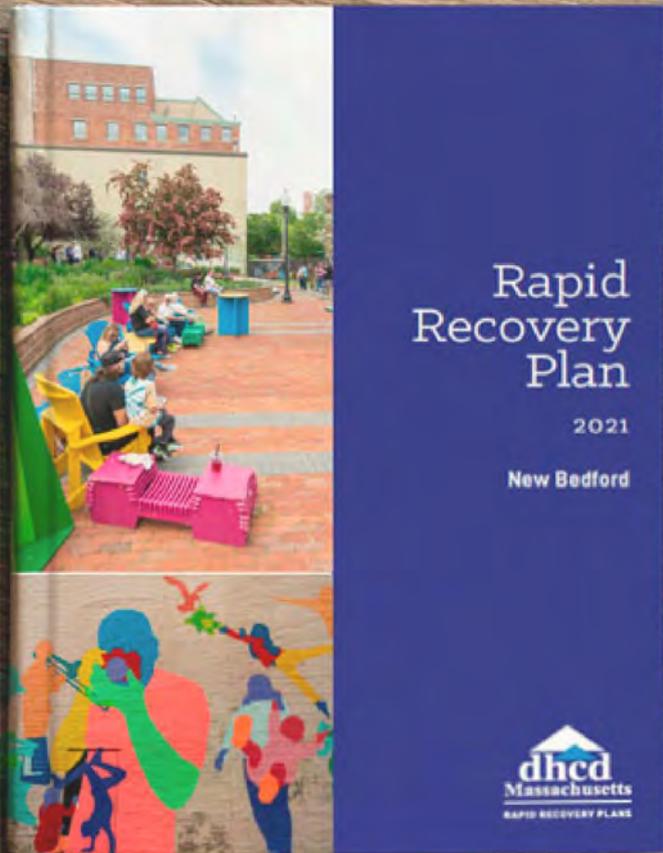
Exhibit H | Schedule of Fees

EXHIBIT H SCHEDULE OF FEES

PLANNING SERVICES	
Executive Planner	\$325.00
Chief Planner	\$250.00
Principal Planner	\$210.00
Senior Project Manager	\$200.00
Project Manager	\$175.00
Senior Planner	\$150.00
Planner	\$115.00
LANDSCAPE ARCHITECTURE SERVICES	
Principal Landscape Architect	\$265.00
Senior Project Manager	\$210.00
Project Manager	\$175.00
Senior Landscape Architect	\$220.00
Landscape Architect	\$185.00
Senior Designer	\$150.00
Designer	\$115.00
Entry Level Designer	\$100.00

ENGINEERING SERVICES	
Executive Engineer	\$345.00
Chief Engineer	\$335.00
Principal Engineer	\$300.00
Senior Project Manager	\$300.00
Project Manager	\$235.00
Senior Engineer 2	\$275.00
Senior Engineer 1	\$245.00
Engineer 2	\$215.00
Engineer 1	\$195.00
Senior Engineer Intern	\$150.00
Engineer Intern	\$135.00

ARCHITECTURAL SERVICES	
Principal Architect	\$300.00
Senior Project Manager	\$260.00
Project Manager	\$215.00
Senior Architect	\$250.00
Project Architect	\$200.00
Architect	\$170.00
Senior Graduate Architect	\$150.00
Graduate Architect	\$130.00
OTHER PROFESSIONAL SERVICES	
Expert Witness	\$425.00
GIS Technician	\$115.00
Administrative Assistant	\$120.00
Intern	\$80.00
REIMBURSABLE EXPENSES	
Copies, Black & White (each)	\$0.30
Copies, Color (each)	\$1.00
Plots, Black & White (each)	\$2.00
Plots, Color (each)	\$15.00
Mylars (each)	\$70.00
Foam Core Presentation Boards (each)	\$7.50
All Third-Party Expenses	Cost Plus 15%



FORMS

7



SECTION 7: FORMS

Firm Licenses

Florida dbpr Department of Business & Professional Regulation HOME CONT

ONLINE SERVICES

- Apply for a License
- Verify a License
- View Food & Lodging Inspections
- File a Complaint
- Continuing Education Course Search
- View Application Status
- Find Exam Information
- Unlicensed Activity Search
- AB&T Delinquent Invoice & Activity List Search

LICENSEE DETAILS

Licensee Information

Name:	BROPHY, JEFFREY NORMAN (Primary Name)
	WGI, INC. (DBA Name)
Main Address:	2035 VISTA PARKWAY WEST PALM BEACH Florida 33411
County:	PALM BEACH

License Information

License Type:	Registered Landscape Architect
Rank:	Landscape Arc
License Number:	LA6668868
Status:	Current, Active
Licensure Date:	01/08/2007
Expires:	11/30/2023

Special Qualifications Qualification Effective

Alternate Names

Florida dbpr Department of Business & Professional Regulation HOME C

ONLINE SERVICES

- Apply for a License
- Verify a License
- View Food & Lodging Inspections
- File a Complaint
- Continuing Education Course Search
- View Application Status
- Find Exam Information
- Unlicensed Activity Search
- AB&T Delinquent Invoice & Activity List Search

LICENSEE DETAILS

Licensee Information

Name:	WGI, INC. (Primary Name)
Main Address:	2035 VISTA PARKWAY WEST PALM BEACH Florida 33411
County:	PALM BEACH

License Information

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	33574
Status:	Current
Licensure Date:	10/24/2019
Expires:	

Special Qualifications Qualification Effective

Alternate Names

4:54:37 PM 8/3/2021

Licensee Details

Licensee Information

Name:	HERNANDEZ, ARNALDO (Primary Name)
	WGI, INC. (DBA Name)
Main Address:	2106 W VIRGINIA AVE TAMPA Florida 33607
County:	HILLSBOROUGH
License Mailing:	
LicenseLocation:	

License Information

License Type:	Architect
Rank:	Architect
License Number:	AR0009893
Status:	Current, Active
Licensure Date:	08/23/1983
Expires:	02/28/2023

Special Qualifications Qualification Effective

Alternate Names

Exhibit B | Information Statement

Exhibit B INFORMATION STATEMENT

Please Note: All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration)

WGI, Inc.

Address:

2035 Vista Parkway

City: West Palm Beach

State: FL

Zip: 33411

Telephone No. 561.687.2220

FAX No. 561.687.1110

Email: Angela.Biaqi@WGI.com

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
1	7/10/23	4	7/12/23
2	7/10/23	5	7/14/23
3	7/12/23	6	7/17/23

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. If this section does not apply to your bid, simply mark N/A

N/A

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the Village and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, hereby agrees that the Village shall have no liability for respondent's indirect, incidental, consequential, special or

exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings.

Submitted by:

Angela Biagi, PLA, LEED AP BD+C

Name (printed)



Signature

Director, Planning

Title

7.31.2023

Date

Exhibit C | Noncollusive Affidavit

EXHIBIT C

NONCOLLUSIVE AFFIDAVIT FORM

STATE OF Florida

COUNTY OF Palm Beach

Angela Biagi, being first duly sworn deposes and says that:

1. He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting the Proposal.
2. The Proposal is genuine and is not a collusive or sham Proposal.
3. Neither the Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, have in any way, colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Proposer, firm, or person to fix the price in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price in any other Proposer; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage in the proposed Contract.
4. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Date: 7.27.23

By [Signature] Angela Biagi, PLA, LEED AP BD+C | Director, Planning

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared Angela Biagi, an authorized representative of WGI, Inc., well known to me and known to me to be the person(s) described in and who executed the foregoing instrument and have acknowledged before me that they executed the same. WITNESS my hand and official seal in the County and State last aforesaid this 27th day of July, 2023.

Alicia Joseph

Notary Public - State of Florida at Large
(Printed, typed or stamped commissioned name of notary public)



ALICIA JOSEPH
Commission # HH 118672
Expires April 19, 2025
Bonded Thru Budget Notary Services

Exhibit D | Drug Free Workplace

EXHIBIT D DRUG-FREE WORK PLACE CERTIFICATION

The undersigned Contractor, in accordance with Section 287.087, Florida Statutes, hereby certifies that
WGI, Inc. does:

Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.


Proposer's Signature

7.31.2023

Date

Exhibit E | Scrutinized Companies Certification

EXHIBIT E SCRUTINIZED VENDOR CERTIFICATION PURSUANT TO SECTION 287.135, FLORIDA STATUTES

This sworn statement is submitted to the Village of North Palm Beach, Florida

by Angela Biagi, PLA, LEED AP BD+C | Director, Planning
(print individual's name and title)

for WGI, Inc.
(print name of entity submitting sworn statement)

whose business address is 2035 Vista Parkway, West Palm Beach, FL, 33411

and (if applicable) its Federal Employer Identification Number (FEIN) is: 65-0271367

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

1. I hereby certify that the above-named entity:
 - A. Does not participate in the boycott of Israel; and
 - B. Is not on the Scrutinized Companies that Boycott Israel List.

Section 287.135, Florida Statutes, prohibits the Village from contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.

As the person authorized to sign on behalf of the above-named entity, I hereby certify that the statements set forth above are true and that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees and/or costs. I further understand that any contract with the Village for goods or services may be terminated at the option of the Village if the company has been found to have submitted a false certification.


(Signature)

The foregoing document was sworn and subscribed before me this 27 day of July, 2023 by Angela Biagi, who is personally known to me or produced _____ as identification.

April 19, 2025
Notary Public
My Commission Expires:



ALICIA JOSEPH
Commission # HH 118672
Expires April 19, 2025
Bonded Thru Budget Notary Services

Exhibit F | Public Entity Crimes

EXHIBIT F PUBLIC ENTITY CRIMES FORM

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to Village of North Palm Beach
(Print name of the public entity)

By Angela Biagi, PLA, LEED AP BD+C, Director, Planning
(Print individual's name and title)

for WGI, Inc.
(Print name of entity submitting sworn statement)

Whose business address is 2035 Vista Parkway, West Palm Beach, FL 33411

and (if applicable) its Federal Employer Identification Number (FEIN) is 65-0271367
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any Proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, no jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - 4-1. A predecessor or successor of a person convicted of a public entity crime:
or
 - 4-2. Any entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a

joint venture with a person who has been convicted of a public entity crime in the State of Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposal applies to Proposals on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an entity.
6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (indicate which statement applies)

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

State of **Florida**
County of **Palm Beach**

The foregoing instrument was acknowledged before me this 27th day of July, 2023 by Angela Biagi of WGI, who is personally known to me or who has produced _____ as identification and who did (did not) take an oath.

WITNESS my hand and official seal.



NOTARY PUBLIC

Alicia Joseph

(Name of Notary Public: Print, Stamp, or type as Commissioned)



ALICIA JOSEPH
Commission # HH 118672
Expires April 19, 2025
Bonded Thru Budget Notary Services

Exhibit G | Reference Form

EXHIBIT G REFERENCES

PROPOSER REFERENCES

Please submit a minimum of five references in detail; give client references who have been clients (of the Proposer) for at least one year (preferably municipal governments or other governmental agencies of similar size in Florida where your company has provided same and similar services General Planning Services). The Village may contact some of the Proposer's current and former clients, both supplied by the Proposer and independently derived, to request that they validate the qualifications of the Proposer and the accuracy of the claims made by the Proposer in its Proposal, and that they assess the Proposer's ability to perform the types, level and quality of services that the Village desires. All references contacted will be asked to rate those aspects of the Proposal's performance on a scale from 0 – 5: zero (0) being poor and (5) being excellent.

- Excellent: Frequently exceeds client reference's specifications/requirements
- Good: Meets client reference's specification/requirements.
- Poor: Frequently does not meet client reference's specifications / requirements

1. CUSTOMER NAME:	Clay County
CUSTOMER LOCATION:	477 Houston Street, P.O. Box 1366, Green Cove Springs, FL
POPULATION, if Government:	218,245 (Clay County Population Census, April, 2020)
CUSTOMER CONTACT PERSON :	Ed Lehman
CUSTOMER PHONE NUMBER:	904.541.3830
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	ed.lehman@claycountygov.com
PROJECT DESCRIPTION:	Land Development Code Revision
2. CUSTOMER NAME:	City of Lake Worth Beach
CUSTOMER LOCATION:	1900 Second Avenue North, Lake Worth Beach, FL 33461
POPULATION, if Government:	43,201 (Lake Worth Beach Population Census, July 2022)
CUSTOMER CONTACT PERSON :	Erin F. Sita, AICP
CUSTOMER PHONE NUMBER:	561.586.1617
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	esita@lakeworthbeachfl.gov
PROJECT DESCRIPTION:	Master Plan
3. CUSTOMER NAME:	Seminole Tribe of Florida
CUSTOMER LOCATION:	5700 Griffin Road, Davie, FL 33314
POPULATION, if Government:	N/A

CUSTOMER CONTACT PERSON :	Harvey Rambarath, PMP, AICP, LEED GA
CUSTOMER PHONE NUMBER:	954.966.6300 ext. 10647
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	harveyrambarath@semtribe.com
PROJECT DESCRIPTION:	Comprehensive Plan Support
4. CUSTOMER NAME:	Westgate CRA, Palm Beach County
CUSTOMER LOCATION:	1280 N. Congress Avenue, Suite 215, West Palm Beach, FL 33409
POPULATION, if Government:	1,518,477 (Palm Beach County Population Census, July 2022)
CUSTOMER CONTACT PERSON :	Denise Pennell, FRA-RA
CUSTOMER PHONE NUMBER:	561.640.8181 x105
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	DPennell@pbcgov.org
PROJECT DESCRIPTION:	Planning, Landscape Architecture, and Property Development Services
5. CUSTOMER NAME:	Town of Lake Park
CUSTOMER LOCATION:	535 Park Avenue, Lake Park, FL 33403
POPULATION, if Government:	9,047 (Lake Park Population Census, April 2020)
CUSTOMER CONTACT PERSON :	Nadia Di Tommaso, FRA-RP, LEED Green Associate
CUSTOMER PHONE NUMBER:	561.881.3319
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	NDiTommaso@lakeparkflorida.gov
PROJECT DESCRIPTION:	Kelsey Park Master Plan

WGI'S CORE VALUES



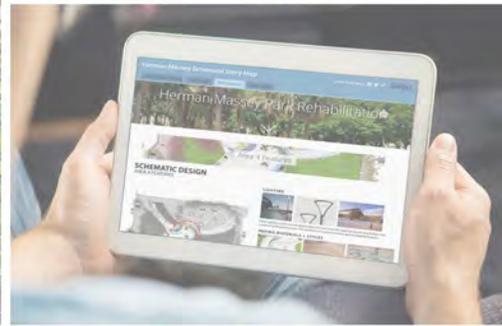
**PASSION
FOR PEOPLE**



**BE THE
CHANGE
YOU SEEK**



**COMMIT TO
GREATNESS**



LET'S TALK



Angela Biagi, PLA, LEED AP BD+C
CONTRACT MANAGER

2035 Vista Parkway
West Palm Beach, FL 33411
p. 561.687.2220
e. Angela.Biagi@WGInc.com

WGInc.com

ELECTRONIC



Calvin, Giordano & Associates, Inc.

A SAFEbuilt[®] COMPANY

RFQ NO. RFP-2023-06-CGY-COMMDEV-0-2023/CGY

Prime Firm:

Calvin, Giordano & Associates, Inc.

Due Date and Time:

July 31, 2023 at 2:00 PM

Primary Contact:

James "Jim" Hickey, AICP
Project Manager
JHickey@cgasolutions.com

Address:

580 Village Blvd.
Suite 325
West Palm Beach, FL 33409

Telephone No.:

561.684.6161

PROPOSAL FOR GENERAL PLANNING SERVICES

Village of North Palm Beach, Florida



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Calvin, Giordano & Associates, Inc.
A SAFEbuilt COMPANY

- Building Code Services
- Civil Engineering / Roadway & Highway Design
- Coastal Engineering
- Code Enforcement
- Construction Engineering & Inspection (CEI)
- Construction Services
- Data Technologies & Development
- Electrical Engineering
- Engineering
- Environmental Services
- Facilities Management
- Grant Management & Writing
- Geographic Information Systems (GIS)
- Governmental Services
- Indoor Air Quality (IAQ)
- Landscape Architecture
- Planning
- Project Management
- Redevelopment & Urban Design
- Surveying & Mapping
- Transportation & Mobility
- Transportation Planning
- Water / Utilities Engineering
- Website Development

580 Village Boulevard
Suite 325
West Palm Beach, FL 33409
Tel: 561.684.6161
Fax: 561.684.6360

www.cgasolutions.com

July 27, 2023

Village of North Palm Beach
Village Clerk
501 US Highway One
North Palm Beach, Florida 33408

RE: RFP-2023-06-CGY-COMMDEV-0-2023/CGY General Planning Services

Dear Selection Committee,

Calvin, Giordano & Associates, Inc. (CGA) is pleased to submit for your consideration our proposal to provide General Planning Services to the Village of North Palm Beach (Village). CGA is a multi-disciplinary firm that specializes in providing a range of professional planning, urban design, master planning, transportation, engineering, landscape architecture, and environmental services to both public and private sector clients throughout Florida. We have a strong presence in the South Florida and tri-county area in particular, with our Palm Beach office located at 580 Village Blvd, Suite 325, West Palm Beach, FL 33409, serving as the office responsible for this contract.

For over 85 years, CGA has been providing consulting services to a wide range of government clients, including within Palm Beach County. With over 370 employees, including a Planning Department consisting of eight (8) AICP-Certified planners and current contracts with over 60 governmental entities, our firm provides a broad range of services typical of a much larger firm, but with the personalized attention of a smaller firm. Our project managers and key team members do not simply delegate the work; they are active participants in the projects and are the individuals dealing directly with the clients. At CGA, client relationships, knowledge of the work at hand, budgets, and schedules are paramount. For most projects, CGA executes a Project Management Plan to ensure ongoing customer satisfaction.

CGA's complete suite of services and public involvement expertise allows us to address the multiple interrelationships between master planning and land use, transportation, landscape architecture, graphic design, LEED and sustainability, economic, and community development. We also have in-house resources in other disciplines to support additional work that may be needed under this contract.

Over the last decade, CGA has completed numerous comprehensive plan updates, land development code amendments, research and analysis of planning issues, and general

planning services for numerous cities within the State of Florida. CGA has served as professional consultants, in multiple planning capacities, to over 60 municipalities throughout Florida including the Towns of Bay Harbor Islands, Belleaire, Davie, Lake Park, Mangonia Park, Medley, Palm Beach, and Surfside, and, the cities of Boca Raton, Cooper City, Dania Beach, Delray Beach, Fort Lauderdale, Greenacres, Hallandale Beach, Hollywood, Key West, Lauderhill, Madeira Beach, Marathon, Miami Beach, Miami Gardens, Miramar, North Lauderdale, Oakland Park, Pembroke Pines, South Pasadena, Sunny Isles Beach, Tamarac, West Palm Beach, and Weston, and the Village of Indiantown and North Bay Village. Many of these communities have been repeat clients for more than 20 years.

We have a multidisciplinary team of qualified professionals, possessing the diversity of technical skills required for this contract. Team members have worked together to build a long resume of providing outstanding solutions for our clients.

In addition, our subconsultants Lambert Advisory and Urban Compass, will provide additional resources to fulfill the needs of a comprehensive professional planning approach above and beyond the services we provide :

- Lambert Advisory (Lambert), a long-standing partner on projects involving market studies, economic development and housing policy will join our team on this project. Lambert is an internationally recognized real estate and economic advisory firm, which has built a specialty within its practice dedicated to assisting municipalities, community and economic development agencies/organizations with economic development, development planning, housing, fiscal impact analysis, and public/private and partnerships.
- Also part of the CGA team will be Urban Compass. they are a land planning firm based in West Palm Beach, specializing in comprehensive planning, neighborhood and master planning and preparation of planning policy and regulation.

Should CGA be selected to provide services under this contract, Mr. **James "Jim" Hickey** will serve as the Project Manager and will be the primary person responsible for this project during the term of the contract. Mr. Hickey can be reach at **954.766.2786 or JHickey@cgasolutions.com**.

We are excited to respond to this request and know that given the opportunity, the Village of North Palm Beach will benefit from our team's range of expertise, our extensive experience in the industry, and our collaborative and innovative approaches to problem-solving. You will find, through the due diligence process of CGA's provided references, that client satisfaction remains our underlying theme and is the most important part of any statement on past performance.

Sincerely,



David Stambaugh, PE, DBIA

Vice President

**EXHIBIT A
PROPOSER CHECKLIST**

Note:

- 1) This Exhibit must be included in RFP immediately after the Letter of Transmittal.
- 2) RFP Package must be put together in the order set forth in this checklist.
- 3) Any supplemental materials must appear after those listed below and be tabbed "Additional RFP Information"

<u> X </u>	Title Page
<u> X </u>	Table of Contents
<u> X </u>	Letter of Transmittal
<u> X </u>	Copy of this Checklist (Exhibit A)
<u> X </u>	Introduction Letter
<u> X </u>	Approach to Scope of Services
<u> X </u>	Work Experience
<u> X </u>	Key Staff Experience and Qualifications
<u> X </u>	Litigation and/or Terminations
<u> X </u>	Cost Details

FORMS

- X Proof of Licenses
- X Information Statement (Exhibit B)
- X Noncollusive Affidavit (Exhibit C)
- X Drug Free Workplace form (Exhibit D)
- X Scrutinized Companies Certification (Exhibit E)
- X Public Entity Crimes Form (Exhibit F)
- X Reference Form (Exhibit G)
- X Fee Schedule (Exhibit H)

Section 1



CGA Project for Wilton Manors Comprehensive Plan and Land Development Regulations

Introduction Letter



Section 1 Introduction Letter

Calvin, Giordano & Associates, Inc's (CGA) Planning Practice consists of eight (8) AICP-certified planners and additional planning staff, all of whom serve contracts with over 60 governmental entities in Florida. Over the **85 years** of the company's history, CGA has helped dozens of local governments to create and update their comprehensive plans, as well as providing them with implementation tools such as land development codes, design guidelines, urban form studies, and others. Our track record of success has earned us a reputation for advancing the art and science of comprehensive planning by successfully helping small communities achieve their unique visions, goals, and sense of place. We have the in-house resources and other disciplines to support the work needed to prepare the comprehensive plan, land development regulations and actions, code amendments, and planning studies.

CGA's success in creating comprehensive plans, land development regulations, and other development applications that get adopted and implemented, stems in part from the tailored approach, which we take with each project and the emphasis on planning specifically with the community we serve. We do not create cookie-cutter plans. As consultants, we consistently stand out among competitors for three (3) key qualities that keep our clients coming back:

- ✓ We are **problem-solvers, out-of-the-box thinkers, and consensus builders**. Our commitment to, and track record of offering our clients "**exceptional solutions**" has allowed us to become a premier leader in government services.
- ✓ We bring a **unique "insider" perspective** to our consulting work for public sector clients because most of our professional personnel previously worked as building, planning, zoning, community development, transportation, or public works staffers and directors in municipal government and have even served as City/Village administrators; and
- ✓ We are **nimble, adaptable, and highly responsive**. Not only are we known for being accessible and available to our clients, but we are quick to act on client requests.

We have a strong presence in the South Florida and Palm Beach County in particular, with our Main Headquarters located at **1800 Eller Drive, Fort Lauderdale, FL 33316 (954.921.7781)**. Our West Palm Beach office located at **580 Village Blvd., Suite 325, West Palm Beach, FL 33409** serving as the principal office responsible for this contract.

Mr. **James "Jim" Hickey** will serve as the Project Manager and will be the primary person responsible for this project during the term of the contract. Mr. Hickey can be reach at **954.766.2786 or JHickey@cgasolutions.com**.

Sincerely,

Calvin, Giordano & Associates, Inc.

David Stambaugh, PE, DBIA

Vice President



CORPORATE STRUCTURE

Effective February 2018 Calvin, Giordano & Associates, Inc, became a subsidiary of SAFEbuilt, LLC. SAFEbuilt LLC, has been expanding and continually improving Municipal Building Departments for more than 30 years. Being a part of the SAFEbuilt team allows for CGA to reallocate resources to address a sudden peak in planning needs with relatively short notice should a large project be needed by the Village.

FOUNDED IN HOLLYWOOD

1937



370+

EMPLOYEES

SERVING

60+

MUNICIPALITIES THROUGHOUT FLORIDA



LOCATIONS

- West Palm Beach
- Fort Lauderdale
- Port St. Lucie
- Miami-Dade
- Clearwater
- Estero

State of Florida Department of State

I certify from the records of this office that CALVIN, GIORDANO & ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on June 27, 1985.

The document number of this corporation is M17373.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 5, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixth day of January, 2023*



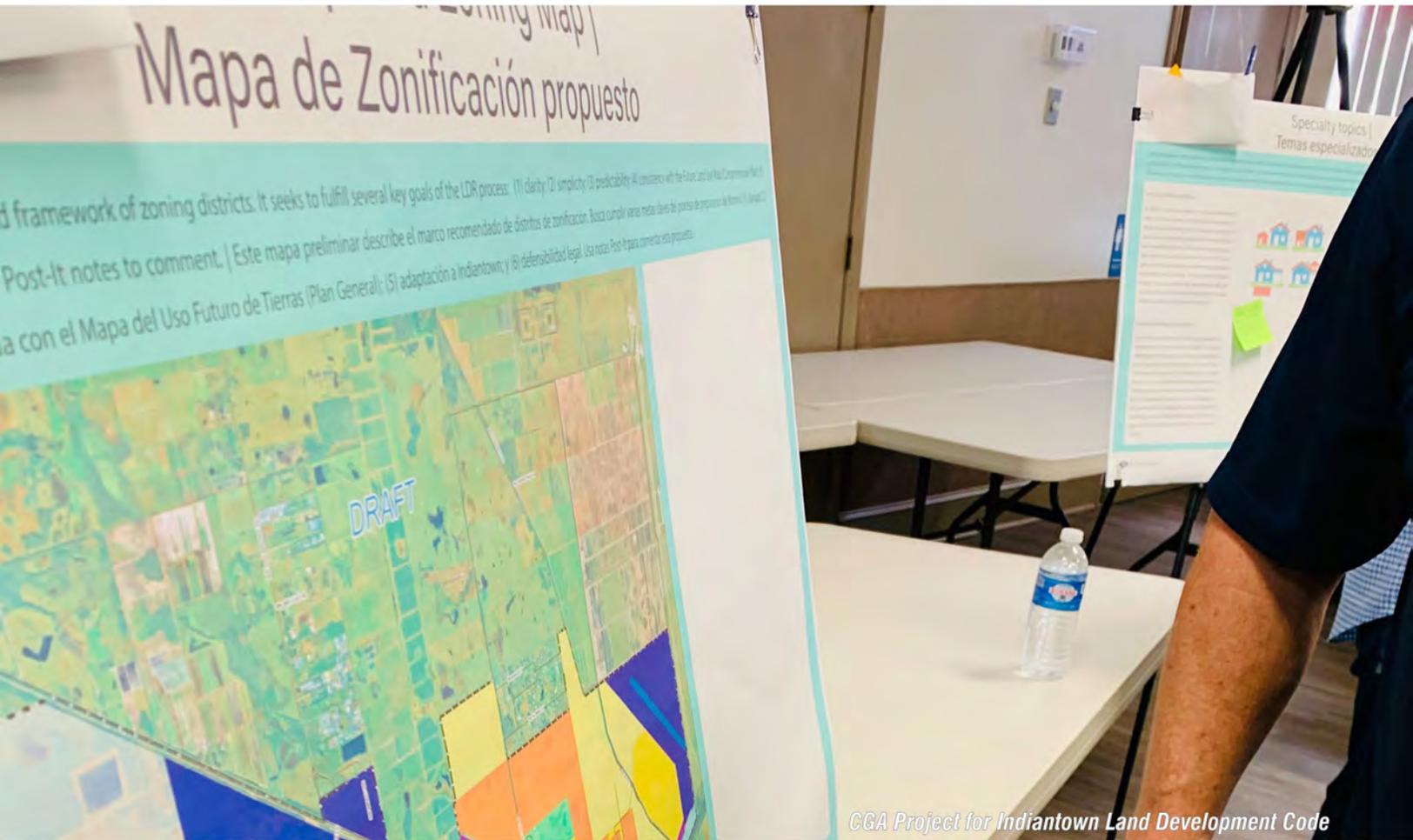
[Signature]
Secretary of State

Tracking Number: 2380348890CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

Section 2



CGA Project for Indiantown Land Development Code

Approach to the Scope of Services



Section 2 Approach to the Scope of Services

CGA recognizes planning consulting services often function as an extension of, and in concert with, municipal departments and their staff. The broad scope of services requested require the consultant to be readily available for routine tasks as they are for larger projects. CGA has extensive experience in balancing both of those needs, as well as the background necessary to manage the planning-related functions of municipalities and provide the resources to ensure all needs are met.

Upon receiving notification of a new project from the Village, Project Manager Jim Hickey will meet with Village staff to determine the specific requirements of the project (or study). He will then prepare a project scope and a preliminary project timeline and budget to be provided to the Village for review and approval prior to the CGA internal project “Kick-off Meeting” which will occur after the initial project award meeting between Village staff and the CGA Project Manager.

It has been our practice to work closely with municipal staff in the processing of development actions related to the planning and zoning process. Once the project begins, CGA staff holds a coordinating meeting with the applicant prior to officially submitting development plans, landscape plans, plan amendments, sign programs, variances, rezonings, conditional use applications, land use amendments, planned unit development amendments, architectural review, and annexations. In our experience, we have found pre-submittal meetings are important as it allows us to review proposed applications and plans to ensure the correct application(s) are provided to the applicant.



CGA Project: Urban Form and Density - Wilton Manors



The Project Manager will also be responsible for identifying the required and appropriate CGA and consultant team members to execute the project based on the project scope and the required expertise. The qualifications of the personnel assigned to work on each particular project will be readily available to the Village staff, as a list of the project team members and their respective roles will be included for Village approval within the understanding of scope.

CGA will work with Village staff to determine whether the implementation of a particular task will be accomplished remotely or in person. Our Project Manager will determine with the Village the best process for the assigned task. CGA staff has extensive experience with remote and in-person plan review, site plan reviews, and preparation of



CGA Virtual Public Outreach



CGA Staff at stakeholders meeting



CGA Pop-Up Outreach at Town Center - Sunny Isles

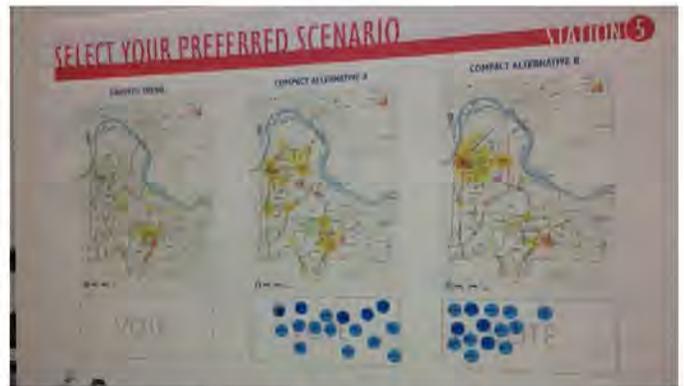


staff reports for Planning Commission as well as Village Council. The Project Manager will work with Village Staff to determine how to best complete the requested task with the level of service needed for each task. If the project involves a particular site, the first step would be to complete a site visit. CGA finds that this first step is extremely necessary as it provides a visual inspection of the property, the adjacency of the property to other parcels, rights-of-way, canals, and parks and provides first-hand knowledge of the site.

The Project Manager would attend all necessary meetings including public hearings and public engagement meetings requested by Village staff included in the approved work authorization. For larger projects, CGA works with Village staff to determine the number of public meetings needed and develops a comprehensive public engagement strategy to implement each project.

Since the COVID-19 pandemic, CGA staff has become flexible in providing planning services to municipalities through various digital platforms including Bluebeam for plan review and digital formats such as Zoom, Microsoft Teams, and Webex for site plan review and public meetings. We have completed a number of virtual public engagement processes as well as attending community events. We have also utilized online videos, surveys and instant polling to obtain the necessary public input on projects. CGA's Project Manager will periodically review the progress of the project to assure meeting the project timeline and budget as initially approved by the Village. The project manager will then update Village staff of the project progress.

Regular project meetings will be held with Village Staff for all phases of the project. The CGA staff present at the meetings will be dependent on the complexity and the phase of the project. These meetings will be focused on adherence to the project timeline, quality control, budget, and resolution of any outstanding issues.



CGA Community Outreach Events in various locations



WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS

CGA recognizes the importance of providing clients with quality jobs that meet the agreed schedules and project budgets. The CGA team has a proven record of completing projects on or ahead of schedule and within budget. Our understanding of scheduling and budget requirements as well as overall procedures, preferences, and standards has been acquired and perfected over our long history working with municipal clients on critical projects. The following are key components that ensure success for every CGA project:

- Clear expectations for scope, schedule, and budget
- Project controls to maintain project schedule and budget
- Assignment of personnel to effectively handle all tasks and maximize efficiency

At CGA, a key exercise, performed in the kick-off meeting, is finalizing the schedule and identifying our key risk factors. The complete involvement emphasizes schedule awareness and complete team buy-in.

The CGA team understands that a schedule is intended not only for the consultant, but also for the Village to coordinate their resources for reviewing submittals and for reporting to other Village staff and Departments. Project Budgets are controlled by consistent review throughout the design life of a project. Additionally, CGA's Quality Assurance/Quality Control (QA/QC) process requires cross discipline and independent reviews at each milestone.

The approach to controlling project budgets is to identify if the budget is sufficient for the scope of work being requested at the beginning of a project and track the budget throughout the life of the project. CGA will work with the Village and become familiar with the commitments to understand the basis of the budget amount to help ensure that additional scope is not added without consideration on how it affects the budget. If a project is in jeopardy of being over budget, immediate attention is provided to address why and determine what steps need to be taken.

The CGA team's goal is to provide the Village with a high-quality project by meeting the Villages schedule and budget requirements, as well as assign the most qualified and dependable staff to carry out the work required under this Contract. The CGA team values the importance of meeting milestone dates, review dates, and final submittal dates. Overall, the CGA team has the resources, skills, leadership and desire to deliver a successful project on-time and within budget to the Village.



CGA Community Outreach Events in various locations



WHY CGA?

The firm's municipal experience in Florida is considerable and noteworthy. We currently serve as consultants to many municipalities including, among others, Bal Harbour, Bay Harbor Islands, Cutler Bay, Dade City, Dania Beach, Davie, Greenacres, Hialeah Gardens, Hillsboro Beach, Hollywood, Indiantown, Lake Hamilton, Lauderhill, Margate, North Bay Village, North Lauderdale, North Miami Beach, Oak Hill, Oakland Park, Pompano Beach, South Miami, South Pasadena, Tarpon Springs, Weston, Wilton Manors and Yankeetown as well as contracts with the cities of Mountain Park, GA and Ridgeland, SC. We also have current contracts with a number of Florida counties, including, Highlands, Hillsborough, Pasco, Sarasota, and St. Lucie. Outside of Florida, we currently work in the counties of Oglethorpe and Twiggs in Georgia.

CGA has eight (8) AICP-certified planners, most of which have worked for municipal governments prior to entering their careers in the consulting world. This breadth of experience allows our team to address the challenges of crafting and implementing plans and policies, and we approach all of our planning efforts from this important perspective.

Because of this experience, we are cognizant of the importance of providing exceptional customer services that fit the immediate need of the unique situations that arise in municipal planning offices. We are also aware that services and work products rendered should generate solutions that are implementable that consider the regulatory and budgetary realities of design solutions. We understand successful implementation of any project is driven not just by which is desired, but by that which is achievable.

CGA employs a proven approach that emphasizes communication, project monitoring, and quality control to ensure that projects are completed on-time and within budget, and that delivers exceptional work products that meet the needs and desires of our clients. Our typical approach for major planning projects is described in this request for proposal. This approach will be customized based on the direction of the Village to meet the requirements of a specific project and the scale of work to be completed.





We have helped numerous communities with ongoing challenges including revitalization, redevelopment, increased diversity, community engagement and inclusion, climate resiliency, water and land conservation, affordable and workforce housing, and economic development. We understand the relationships the comprehensive plan and land development regulations must have with all of these to develop policies that target economic development, housing, sustainability, urban design, public utilities and facilities to shape the future of communities.

Having practiced in Florida for many decades, CGA has grown and responded to the increasingly urbanized character of our communities as well as those communities that want to retain their old Florida charm or rural character. Having had experience in urban, suburban, and rural areas, we are sensitive to preserving the community's character while allowing the location and scale of growth based on the vision of the jurisdiction. We provide an array of services that not only include land development actions, but also special area plans, corridor plans, and housing studies.

As the term implies, "planning" is a transitory, ever-changing process. Jurisdictions must be able to respond to changing land use and development patterns that emerge over time, while incorporating innovation and remaining compliant with planning and zoning changes at the county or state level.

As CGA is a multi-disciplinary firm, our team has in-house expertise to assist the planning team. We utilize our transportation planning, survey, landscape architecture, and technology services departments to assist with the planning process including review of legal documents, assistance with landscape review and inspection, as well as extensive analysis using GIS. Because our state-wide as well national reach from our parent company, SAFEbuilt, we can add more personnel to any given project, depending on the Village's needs at relatively short notice.





Grant Experience

CGA team over the years have successfully secured funding through competitive grants from Federal, State and Regional agencies and administered entitlement grants for our clients, allowing them to leverage funding to construct and deliver vital improvements and program to their community. CGA monitors grant compliance throughout the project “life,” including appropriate invoicing, reporting, grant procedural requirements so as not to jeopardize any eligibility of grant reimbursement. The complex network of federal rules and regulations requires nothing short of diligence, aggressive follow up, troubleshooting, and follow-up with federal agencies. We are pro-active to ensure the appropriate steps are taken before problems arise, not after. CGA staff have experience in participation of federal audits and have received positive audit reviews. This is possible through our team’s meticulous oversight of records and documentation. This allows for efficient project close out, quick snap shot of project progress and accountability of funding expenditures as required for grant fund programs.

Our team has successfully secured and administered grant including Florida Department of Health Water Treatment Fluoridation Grant, Broward Boating Improvement Program Boat Ramp, FDOT Beautification Grant and Safe Routes to School Grants (SRTS), Complete Streets & Localized Initiative Program (CSLIP), Flood Mitigation Assistance and Hazard Mitigation Grant Program (HMGP), Local Agency Program (LAP), South Florida Water Management District (SFWMD) grant and Florida Inland Navigation District (FIND) Grants.

Throughout the project the CGA team will provide Technical Assistance to correspond and resolve issues with the Village and funding requirements regarding unforeseen hurdles with state and federal-aid funding specific to eligibility and procedural requirements. Our primary goal for agencies is to successfully deliver projects efficiently which will result in meeting fund compliance and minimizing local resources. CGA has successfully worked with many agencies in collaboration with Funding agencies for meeting project delivery and funding compliance.

Section 3



CGA Project for Plan It Pompano! Comprehensive Plan Update, City of Pompano Beach

Work Experience



Section 3 - Work Experience

PLANNING PHILOSOPHY

CGA's philosophical approach to providing professional planning services is underpinned by three (3) pillars:

- ✓ **Personalized Approach:** We always base our process on extensive research into the context and conditions that result in development character and patterns that are responsive to the uniqueness of each community. We do not subscribe to formulaic, cookie-cutter approaches, because every community is unique. Custom Exceptional Solutions is the core of our business. Accordingly, for this assignment we have designed an approach that is tailored to the expectations of the Village, based on the RFP, and our current understanding of the issues. However – because we know that we don't know everything — the methodology we propose has enough built-in flexibility to accommodate change.
- ✓ **Public Engagement-Driven Process:** Planning is by nature a process – one that includes information, education, conversation, and reaction. Often the process is as important to the ultimate success of the project as the product itself. For this reason, we believe community engagement is the main driver of the planning process and the key to the success of comprehensive plan or large area plan during and after the completion of the project. Our public engagement methodology will be a customized kit of tools and techniques that fit the Village's context and the RFP's requirements. We are committed to equity and inclusivity in each and every public engagement process, providing opportunities, information and deliverables that are accessible to all.
- ✓ **Implementation Focus:** As a full-service firm, CGA can provide a comprehensive approach to many types of assignments. This means we are not only planners working at the policy level; we focus on implementation from the inception of the project. It is for this reason that in many communities, after a comprehensive plan is complete, we have gone on to help craft implementation tools and progress measures – including best practice toolkits, zoning codes, overlay districts and design guidelines, economic development strategies, beautification initiatives, capital improvement programs, and performance metrics and indicators. We have designed and built community wayfinding, gateway features; we have helped improve roads; we have updated water and sewer systems and upgraded existing parks or created new ones.

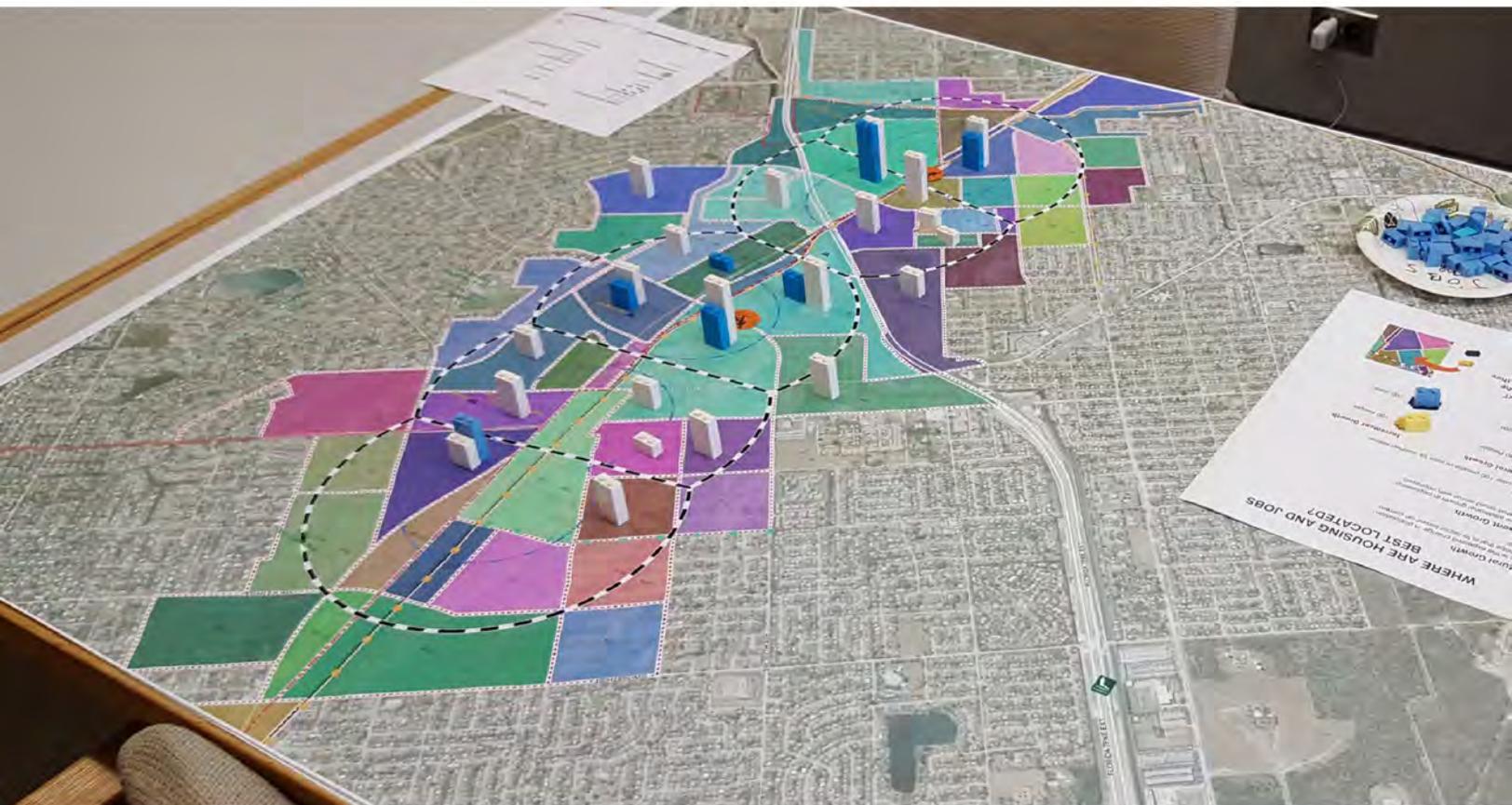
We know what it takes to turn planning studies into tangible results, whether in better regulatory or administrative processes, successful programs, improved community relations, or built projects.



PLANNING EXPERIENCE

CGA has undertaken the role of both leading and supporting planning and zoning departments in several communities for more than 25 years. CGA has handled all planning and zoning activities for the City of Weston and the Village of Estero since their incorporations. CGA also leads the Planning Departments in the Cities of Lighthouse Point and Miami Springs, the Town of Hillsboro Beach and North Bay Village. While these are long-established communities, they lacked a full-service department and had serious deficiencies in their processes. In every community where we work, CGA can assist to formalize the development process and create standards for applications, including timeframes for completion of tasks. CGA's planning staff possesses a thorough and complete understanding of planning processes from both a public and private perspective and from municipal to state authority. CGA staff participates in and regularly attends conferences and seminars at the local, state and national levels in order to keep abreast of trends in planning.

CGA staff assists communities with day-to-day planning in multiple municipalities. In that role, we provide information to residents, business owners, developers and the general public at large. We view our role as an extension of staff and, if invited, attend staff meetings, Planning Commission meetings and Village Council meetings, provide monthly reports and provide onsite assistance, if requested.



Miami-Dade TPO SMART Plan



COMPREHENSIVE PLANNING SERVICES EXPERIENCE

CGA's staff is extremely familiar with the various regulatory agencies specific to their disciplines. Over the years, the team members have established invaluable relationships with these agencies, which facilitates obtaining information and feedback. For example, our planning staff is in continuous communication with the Department of Economic Opportunity (DEO) on a variety of issues on behalf of our municipal clients. Additionally, our staff is involved and is active participants in County and Regional planning organizations and endeavors.

This experience allows us to exchange information amongst our fellow planners and technical experts at all of the review agencies and keep us on the cutting edge of planning trends and processes required. Finally, our planners attend the state and national conferences and workshops to keep abreast of changes in State and Federal laws. This ongoing coordination keeps us in touch with the rules and requirements of review agencies and current trends.

CGA's multidisciplinary team members and our subconsultants have worked together to build a long resume of providing comprehensive and neighborhood planning services throughout our many years of experience. An important component of those plans and long-term visions typically includes analyses and discussions on environmental protection, prevention of sprawl, housing opportunities, improving neighborhoods, building upon existing community character, coordinating infrastructure improvements and maintaining and improving quality of life.

Our Team will review for consistency with regulatory provisions, as well as consistency with the adopted Comprehensive Plan and existing neighborhood plans to ensure compatibility. The CGA Team has collectively completed hundreds of comprehensive plans, regulatory updates, district plans, housing studies, and other types of relevant plans over the past several decades. Below is a sampling of CGA's experience from the past 5 years:

- City of Weston
- Town of Surfside
- Town of Medley
- City of South Miami
- City of Pompano Beach
- St. Lucie County
- City of Lauderhill
- City of Wilton Manors
- North Bay Village
- Town of Indiantown
- City of Belleview
- City of Anna Maria Island
- City of South Pasadena
- Town of Belleair
- City of Tarpon Springs

LAND DEVELOPMENT REGULATIONS SERVICES

CGA Staff works for several communities assisting municipal staff with site plan reviews, processing land development actions (rezoning, conditional uses, etc.), preparing staff reports and assisting municipalities in day-to-day and long-range planning activities. We currently provide services to the cities of Bradenton Beach, Cutler Bay, Dania Beach, Hallandale Beach, Hillsboro Beach, Hollywood, Lauderhill, Lighthouse Point, Margate, Miami Shores, Miami Springs, Oak Hill, South Miami, Treasure Island, Weston, Wilton Manors, and the Villages of Estero, Indiantown, and North Bay Village.

Municipal Land Development Codes encompass not only planning and zoning items, but extend to Landscape Architecture, Civil Engineering, and Transportation & Mobility. With our broad range of in-house professional services, CGA planning staff can consult with technical experts with years of professional experience. CGA staff worked on the Land Development Codes (LDC) for the Cities of Fort Myers, Pembroke Pines, Plantation, Sunny Isles Beach, West



Park, Weston, Wilton Manors, the Towns of Palm Beach, Medley and Surfside, North Bay Village as well as Sarasota County. Our work includes the first LDC's for the Village of Indiantown, and cities of West Park and Weston after their incorporation. These projects require updating current regulations to reflect current trends and conditions, as well as incorporation of the community's vision for the future.

CGA prides itself in preparing analyses that are tailor-made for each community, balancing the existing character with a desire to introduce new and innovative design aesthetics and planning principles – like rural development and land conservation – into a community's fabric. CGA staff has had the unique position of working with clients who range from small cities to large counties. As such, we are aware of the need for regulations to be clear, concise, relevant, and easily implementable to eliminate delays, streamline the review and permitting process, and achieve the desired results within the built environment.

ENVIRONMENTAL PLANNING

Environmental planning has become a much more important part of planning over the past several years. As we work with a number of coastal communities, our work has focused more on climate resiliency. We have worked with communities to ensure compatibility with new construction of homes and structures that are built higher than their adjacent properties. We have amended codes regarding screening, storm water management and drainage as well as changes to an increase in height of the public right-of-way. We are also working with communities looking to increase sea wall heights along the intercoastal waterway to provide additional storm hardening and protection when major tropical events occur. Recent work includes the towns of Hillsboro Beach and Palm Beach, and the cities of Lighthouse Point, Pompano Beach and Wilton Manors.





CGA is a leader in implementing resiliency strategies for more than 10 years, starting with requirements we prepared for energy efficiency and greenhouse gas reduction. Our EAR-based Amendment work with the City of Weston and the Town of Medley and the first Comprehensive Plan for the Town of Loxahatchee Groves was used as examples by DEO and cited in the University of Florida publication Greenhouse Gas Reduction and Energy Conservation.

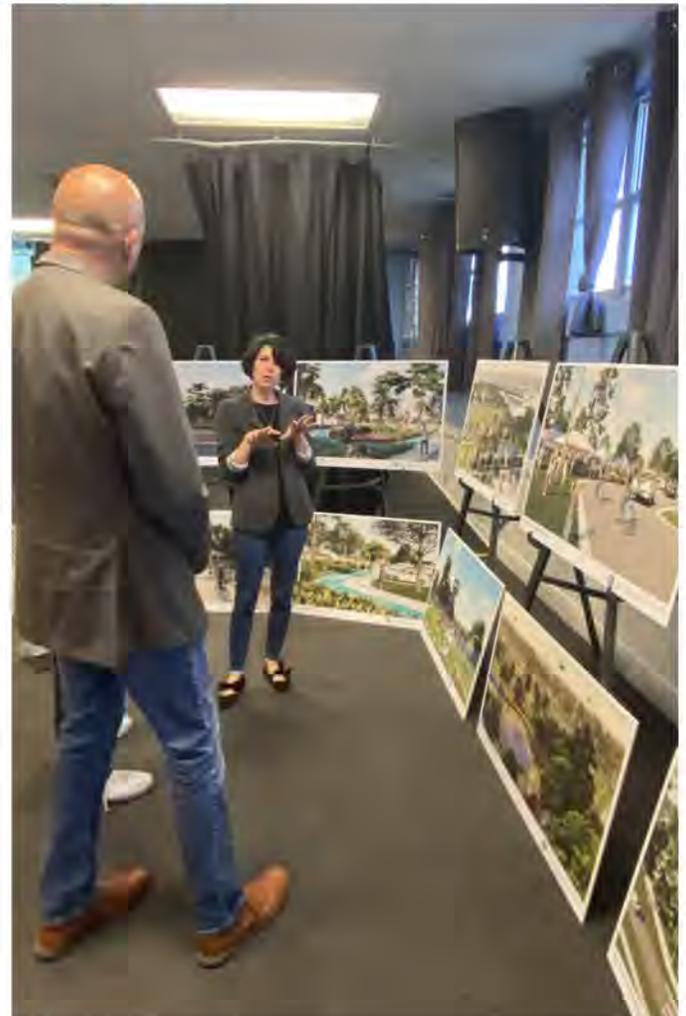
Of the many forces challenging sustainability, and resiliency, climate change is a critical issue:

- Climate change brings varying precipitation patterns increasing the potentials for drought or flood.
- It has the potential to increased storm and hurricane intensity.
- It causes prolonged periods of high temperatures threatening vulnerable members of the community and greatly increasing energy use.
- The increased sea temperatures compromise the viability of the offshore protective reef systems.
- It creates conditions to introduce and increase the presences of tropical diseases that had not historically been concerns.
- It is causing rising sea levels and water tables.

LANDSCAPE DESIGN PLAN REVIEW AND INSPECTION SERVICES

The Landscape Architecture Department has a unique blend of qualified professionals who provide a variety of interests and personal expertise as an underlay to our Landscape Architectural services. They are educators, community leaders, activists, volunteers, artists, designers, Leadership in Energy and Environmental Design (LEED) Accredited Professionals. This mix of talent allows us to provide our clients with holistic, well-rounded design solutions that, beyond considering all the functional and implementation related issues needed to be resolved, ensure a design product that, once built, will provide for longevity, experience, value and unique identities essential to establishing community branding. This is supported by our qualified, award-winning staff, including Professional Landscape Architects with more than 60 years of collective professional experience and by a strong team of supporting experts.

CGA's Landscape Architecture Department has considerable talent and ability within its ranks and has the added resources within the company to provide all





services – expected as well as unexpected – that may be needed during the course of any landscape architectural project.

While Landscape Design is a stronghold of our services, we also provide a broad array of project experiences. A few of these include hardscape, greenway and streetscape design; recreational and park facilities design; municipal landscape code review and inspection services; redevelopment master planning; arborist and vegetation services; and, of course, design and development of planting plans for various conditions, including parks and open space, roadway and roundabout beautification, environmental mitigation, buffer creations, and site planting design.

TRAFFIC & TRANSPORTATION ENGINEERING & CONSULTING

Since 1997, the CGA Transportation & Mobility Engineering and Planning Division has specialized in the provision of transportation planning and traffic engineering services to a variety of municipalities, offering an in-depth understanding of the regulatory framework and fiscal boundaries under which local governments operate. Our division is skilled and responsive to a wide variety of transportation planning and traffic operations requests that may originate from Village Staff, Mayor and Council, the public and all the municipality’s various clients – developers, contractors and other service providers.

The CGA Transportation & Mobility Engineering and Planning Division workload is highly specialized and often encompasses unique situations that are technically complex or challenging within the regulatory framework. As a result, our services can range anywhere from the development of traffic performance standards for a newly incorporated municipality, to the design and implementation of new signal technology along a historically congested corridor.

From our collective experience managing projects for the Florida Department of Transportation (FDOT), the School District, municipal and private sector transportation projects, we have been able to develop a unique and successful approach that integrates both “agency” and “private-sector” perspectives. This approach has proven to be mutually beneficial for both our public and private sector clientele allowing for projects to proceed more efficiently and cost-effectively.

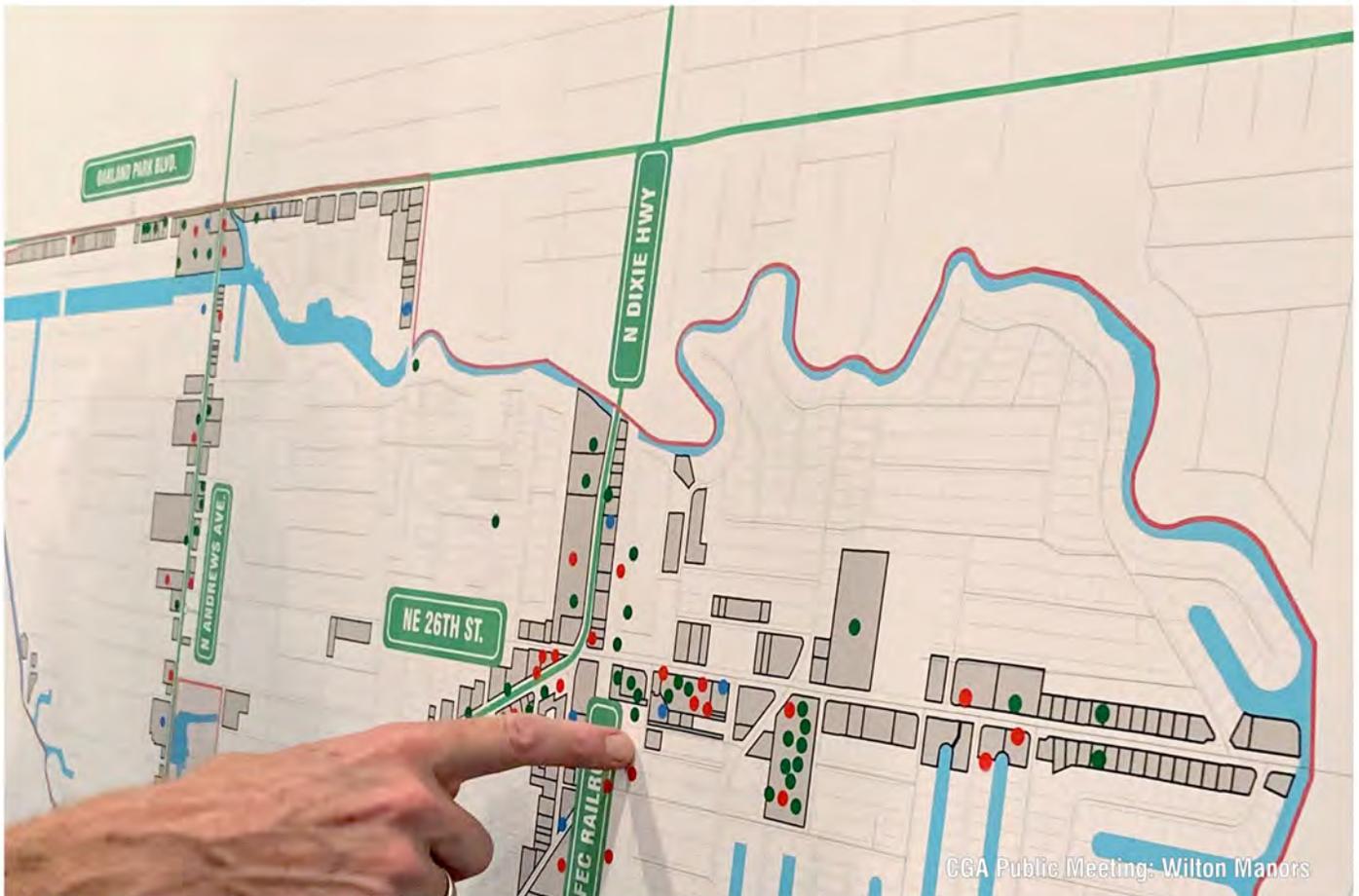




DELIVERING DIVERSE EXPERIENCE

We have selected a few of our most prominent projects to showcase our experience and expertise on the next few pages of this proposal. They illustrate our professional capabilities and the myriad of services our firm provides. Alternatively, the Village may also click on the link below or use the QR code for interactive online information about each of our projects.

Link: <https://cgasolutions.com/projects/>





Client
City of Lighthouse Point
2200 NE 38th Street
Lighthouse Point, FL 33064

Contact Information:
John Lavisky
City Administrator
954.784.3434
jlavisky@lighthousepoint.com

Project Date
February 2020 - Ongoing

Services Provided
Zoning reviews
Site plan reviews
Permit applications
Zoning inspections
Site visits

Firm's Fees
\$ Hourly Fee

Construction Cost
\$ N/A

CONSULTANT CITY PLANNER Lighthouse Point, FL



CGA acts as the City's planning and zoning department providing general planning services which includes answering day-to-day zoning inquiries and processing of land development applications such as comprehensive plan amendments, rezonings, special exceptions, variances, site plan review, and zoning review. CGA staff completes all staff reports for these applications and presents recommendations on applications to the Planning and Zoning Board, Community Appearance Board, and City Commission.



Client

Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

Contact Information at Time of Project:

William "Mac" Serda
Town Manager
Tel: 954.421.4011
mserda@townofhillsborobeach.com

Project Date

2021 - Ongoing

Services Provided

Site Plan Review
Comprehensive Planning
Land Development Code
Urban Design
Climate Resiliency
Transportation Planning
Engineering

Firm's Fees

\$ 100,000.00 (Annually)

Construction Cost

\$ Not Applicable

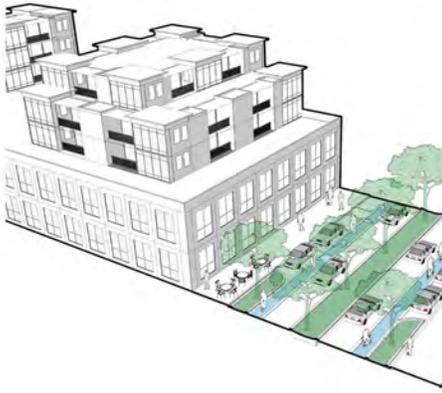
PLANNING AND ZONING Hillsboro Beach, FL



CGA provides planning and zoning services to the Town of Hillsboro Beach. We provide comprehensive planning, site plan review, zoning plan review, development application reviews and expertise in Land Development Code implementation and long-range planning. We also assist the Town in transportation planning and engineering services and act as a liaison with intergovernmental coordination with state and regional agencies especially focused on with roadway design and climate resiliency.

CGA is currently working with the Town on a number of updates to the Town's Land Development Code to assist the Town Commission on enhancing the overall vision of the Town through changes to maintain the small town feel while allowing for redevelopment. Changes to the Code will also include formatting and language changes to modernize the Code and provide clear, easy to read regulations making it easier for residents and development professionals to interpret and provide for future development.

CGA assisted the Town with site plan review and approval of a 11-acre, 100-unit redevelopment in early 2022 approving for a multi-family development while preserving the existing environmentally sensitive land along the Town's fragile coastline. CGA staff is also working with the Town to provide technical expertise and coordination with FDOT on the redesign and raising of A1A to combat sea level rise.



Client
 City of Wilton Manors
 2020 Wilton Drive
 Wilton Manors, FL 33305

Contact Information at Time of Project
 Leigh Ann Henderson
 City Manager
 954.390.2120
 lhenderson@wiltonmanors.com

Project Date
 2017-Ongoing

Services Provided
 Planning and Zoning
 Transportation Engineering
 Landscape Architecture
 Data Technologies

Firm's Fees
 \$ 72,850.00

Construction Cost
 \$ Not Applicable

COMPREHENSIVE PLAN AND LAND DEVELOPMENT REGULATIONS

City of Wilton Manors, FL



In 2018, The City of Wilton Manors contracted with CGA to prepare the City's Evaluation and Appraisal Review (EAR) and associated EAR-based amendments to the City's Comprehensive Plan. A major focus of the Comprehensive Plan update was to incorporate Florida Statute Peril of Flood requirements into the Coastal Management Element and other elements as required. CGA worked closely with the City and DEO staff to complete the update. The Plan was found to be in compliance by DEO in early 2019.

The City also wanted sustainability and resiliency strategies related to potential impacts from sea level rise and climate change to be addressed during the Comprehensive Plan update. Numerous resiliency goals, objectives and policies were added to each element of the Plan rather than concentrated in one particular element.

CGA has continued to work with the City to ensure that the Unified Land Development Code is consistent with and supports the goals, objectives, and policies identified in the Comprehensive Plan update. Recently, CGA completed the Wilton Manors Urban Form and Density study, which examined the potential to accommodate additional density in select parts of the City, with appropriate form recommendations to maintain compatibility and protect existing single-family residential neighborhoods. CGA facilitated a public engagement process to address and inform the delicate topic of density, including a series of educational videos. As a corollary of this process, CGA has been assisting the City in expanding the designation of higher density Transit-Oriented Corridors in accordance with the Urban Form and Density study recommendations.



Client

Village of Indiantown
16550 SW Warfield Boulevard
Indiantown, FL 34956

Contact Information at Time of Project:

Althea P. Jefferson, AICP
Director
Tel: 772.597.9900
AJefferson@indiantownfl.gov

Project Date

2019 - Ongoing

Services Provided

Preparation of the Village Land
Development Regulations
Planning & Zoning
Development Application Review
Code Amendments
Landscape Architecture
Parking Regulations

Firm's Fees

\$ 110,000.00

Construction Cost

\$ Not Applicable

LAND DEVELOPMENT CODE

Indiantown, FL

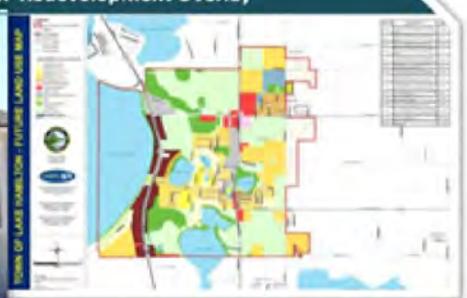


The Village of Indiantown contracted with CGA to assist the Village in preparing its first Land Development Regulations (LDRs). This year long process culminated in the adoption of the Village's first Land Development Regulations on November 12, 2020. The LDRs include all zoning district, landscape, parking, signage, floodplain management regulations and administrative processes necessary to have a complete code. The LDRs are consistent with the Indiantown 2040: It Takes a Village Comprehensive Plan.

CGA Staff currently assists the Director as needed for building plan/permit review, landscape review, managing reviews of large-scale development applications, providing information to the public and development, community and other administrative day-to-day services.



US 27 Redevelopment Overlay



Planned Unit Development (PUD) Regulations

Proposed Approach:



Client
Town of Lake Hamilton
100 Smith Ave
Lake Hamilton, FL 33851

Contact Information at Time of Project:
Doug Leonard
Community Development Director
863.439.1910
planner@townoflakehamilton.com

Project Date
01/2021 - Ongoing

Services Provided
Planning and Urban Design

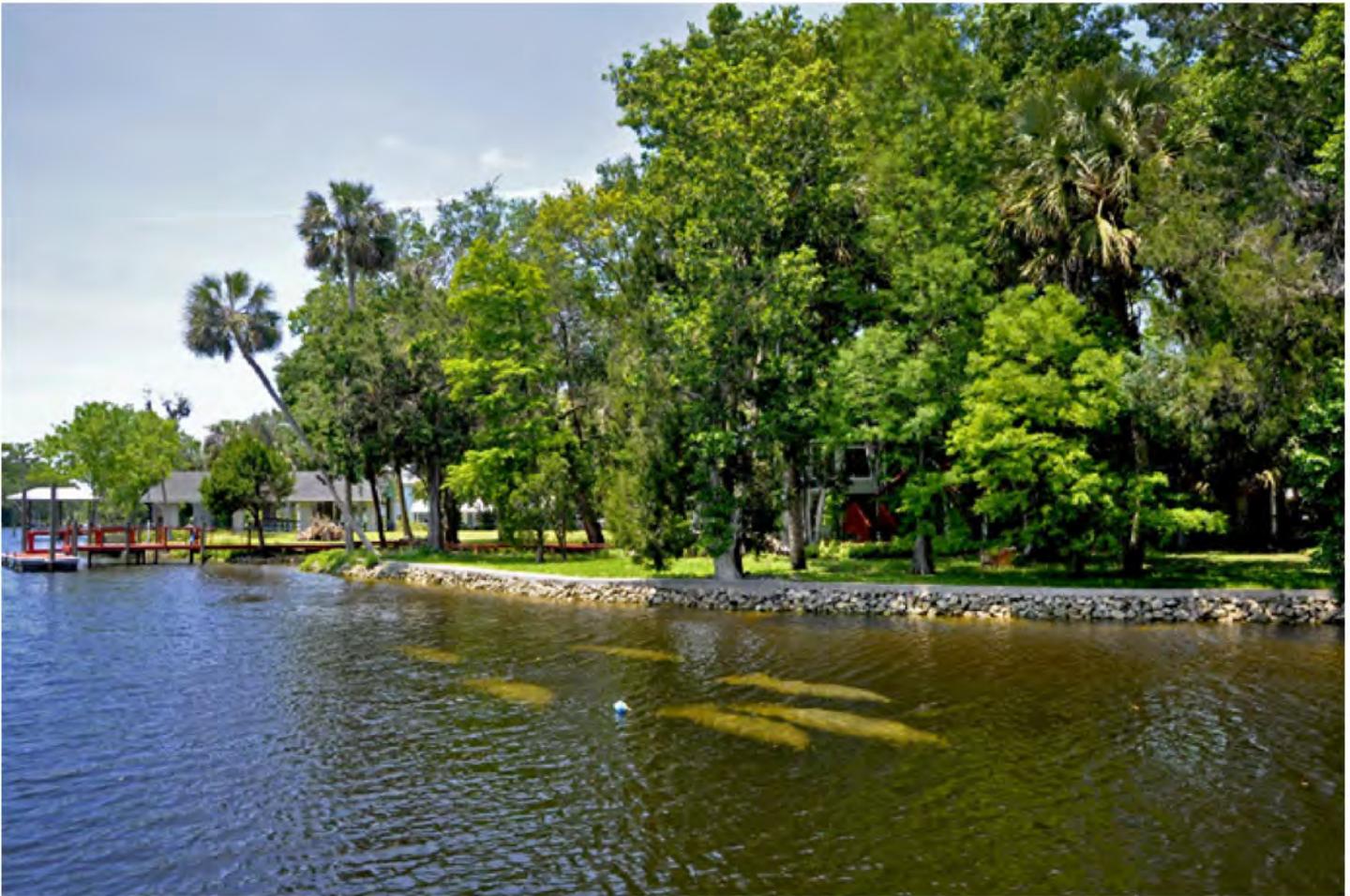
Firm's Fees
Hourly

Construction Cost
\$ N/A

PROFESSIONAL PLANNING SERVICES Town of Lake Hamilton, FL



- Prepared Planned Unit Development regulations to address large scale residential developments proposed on land annexed from Polk County.
- Created an overlay district for US 27 to encourage redevelopment of mixed-use commercial/office/retail/residential, with code revisions to accommodate overlay.
- Amended sections of the Land Development Code to implement new Neighborhood Commercial District and uses.
- Preliminary development of concept plans for Scenic Highway 17 Trails Master Plan.
- Staff support for ongoing day-to-day planning activities including, site and development plan reviews, land development code revisions, zoning map amendments, comprehensive planning, and staff reports.



Client

Town of Yankeetown
6241 Harmony Lane
Yankeetown, FL 34498

Contact Information at Time of Project:

William Ary
Town Clerk/Administrator
352-447-2511
Admin@yankeetownfl.org

Project Date

2020 - Ongoing

Services Provided

Rezoning
Variances
Site Plan and Subdivision Reviews

Firm's Fees

Hourly

Construction Cost

\$ N/A

GENERAL PLANNING SERVICES
Yankeetown, FL



CGA serves as the Town's planning staff, reviewing zoning and land use applications, site plans, subdivisions, variances, and code and comprehensive plan amendments. CGA also answers general planning questions from the public and provides recommendations to Town staff and the Town Council on planning related issues.



Client
City of Oak Hill, FL
234 US-1
Oak Hill, FL 32759

Contact Information at Time of Project:
Kohn Evans
City Administrator
386.345.3522
EvansK@oakhillfl.com

Project Date
2020 - Ongoing

Services Provided
Site Plan Reviews
Zoning Reviews
Special Exception & Variance reviews
Grants Assistance
Special Planning Studies
Parks Master Planning
Landscape Reviews
Arborist Assessments

Firm's Fees
Hourly

Construction Cost
\$ N/A

PLANNING AND ZONING SERVICES

City of Oak Hill, FL



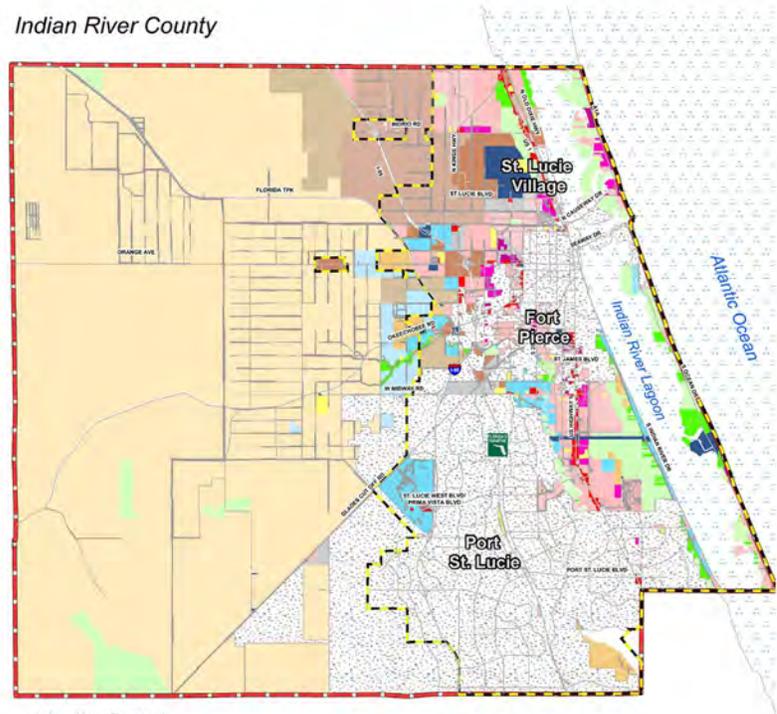
Calvin, Giordano and Associates (CGA) has provided planning and zoning services as one of two planning consultants for the City of Oak Hill since 2020. Oak Hill is a rural to semi-rural area in southern Volusia County that is experiencing and will continue to experience growth. CGA provides entitlement reviews including annexations, land use plan amendments, rezonings, site plans, special exceptions, vacations (abandonments of rights of way or easements) and variances.

CGA is also currently assisting the city in preparing special studies for a potential waterfront overlay zoning district, as well as creating a parks and recreation master plan. These special projects require CGA to conduct public outreach services as well. Additionally, CGA is called upon by the city to assist in researching and advising on miscellaneous topics or projects as requested such as developing a community garden; identifying, preparing, and processing various grant applications; conceptual design planning for a new city administrative complex; miscellaneous mapping assistance, among other tasks.

In addition to planning services, CGA provides landscape architecture services including review of development site plans, tree surveys and tree disposition plans, including estimating tree mitigation costs, as well as providing certified arborist services to the City as requested, ranging from a single tree to large tracts of land.



Indian River County



Martin County

Client
 St. Lucie County
 2300 Virginia Avenue
 Fort Pierce, FL 34982

Contact Information at Time of Project:
 Leslie Olson, AICP
 Planning and Development Services
 Director
 Tel: 772.462.1960
 OlsonL@stlucieco.org

Project Date
 2008
 2018 - 2019

Services Provided
 Planning Environmental
 Planning Traffic
 Engineering Civil
 Engineering
 GIS

Firm's Fees
 \$ 88,510.00

Construction Cost
 \$ N/A

EVALUATION AND APPRAISAL REPORT (EAR) AND EAR-BASED COMP PLAN AMENDMENTS St. Lucie County, FL



For the 2018-2019 Evaluation and Appraisal Review (EAR) of the County's Comprehensive Plan, the primary focus was to conduct an extensive review of the Comprehensive Plan documents to identify changes that were needed based on changes to State Statutes – specifically the Peril of Flood legislation; changes to local conditions and directives; and refresh data and information in the overall document. The County also requested CGA to focus on resiliency planning related to increases in storm impacts and frequencies. The importance of this request was made clear to the County administration following the 2017 hurricane season. CGA worked closely with each applicable department in the County to ensure the document would reflect the current goals and programs of each department.

For the 2008 Evaluation and Appraisal Report, CGA worked with the County to develop a vision for the Comprehensive Plan. Considering the public input and visioning exercises conducted in conjunction with the Comprehensive Plan update, the major issues were identified and included:

- A. Environmental and Sustainability Issues
- B. General Development and Potable Water Concurrency
- C. Land Use
- D. Economic Development
- E. Traffic Circulation
- F. Coastal Management
- G. Agriculture / Rural / Western Lands
- H. Capital Improvements



Client
Highlands County BOCC
600 S Commerce Ave
Sebring, FL 33870

Contact Information at Time of Project:
Melony Culpepper, AICP
Assistant Director – Development
Services
863.402.6650
mculpepper@highlandsfl.gov

Project Date
05/2022 - Ongoing

Services Provided
Professional planning services
Site and development plan reviews
Staff reports for land use amendments
and rezonings

Firm's Fees
Hourly

Construction Cost
\$ N/A

PROFESSIONAL PLANNING SERVICES Highlands County, FL



Ongoing, remote professional planning support to the County's Development Services Department. Planning analysis, preparation of staff reports for the Planning & Zoning Board and Local Planning Agency, site and development plan reviews, and other planning and urban design related services requested by the County.



Client
North Bay Village
1666 Kennedy Causeway
3rd Floor
North Bay Village, FL 33141

Contact Information at Time of Project:
Ralph Rosado
Village Manager
Tel: 305.756.7171 x 24
RRosado@nbvillage.com

Project Date
04/2020 - Ongoing

Services Provided
Development Review
Long-Range Planning
Public Engagement
Special Planning and Urban Design
Projects

Firm Fee's
\$ 185,000.00 (FY20-21)

Construction Cost
\$ N/A

GENERAL PLANNING CONSULTING SERVICES North Bay Village, FL



In its capacity as the Village Planning and Zoning department, CGA staff reviews all development-related applications; provides information to the public regarding policies, regulations and procedures within the Village; oversees the development and maintenance of the Village Comprehensive Plan and the Unified Land Development Code, together with their corresponding land use and zoning maps; attends staff, Village Commission, and Planning and Zoning Board meetings as required; acts as Village staff representative to Miami-Dade County, South Florida Regional Planning Council and the State Department of Economic Opportunity; and develops policies and procedures regarding planning and zoning activities, including setting schedules and timeframe for processing land development activities.

CGA also undertakes special projects as requested by the Village Manager. In this capacity, CGA most recently helped conduct a public engagement process ahead of Unified Land Development Code Amendments related to North Bay Island (a process which included developing graphics to communicate zoning concepts) and assisted the Village Manager in preparing a solicitation for the development of a new mixed-use, civic complex in Harbor Island.



Client
 City of Lauderhill
 5581 W. Oakland Park Blvd
 Lauderhill, FL 33313

Contact Information at Time of Project:
 Zachery Davis-Walker
 Operations Administrator
 Tel: 954.730.4247
 zdavis-walker@laudershill.fl.gov

Project Date
 July 2021 - Ongoing

Services Provided
 Zoning Reviews
 Site Plans Reviews
 Comprehensive Plan

Firm Fee's
 \$ N/A

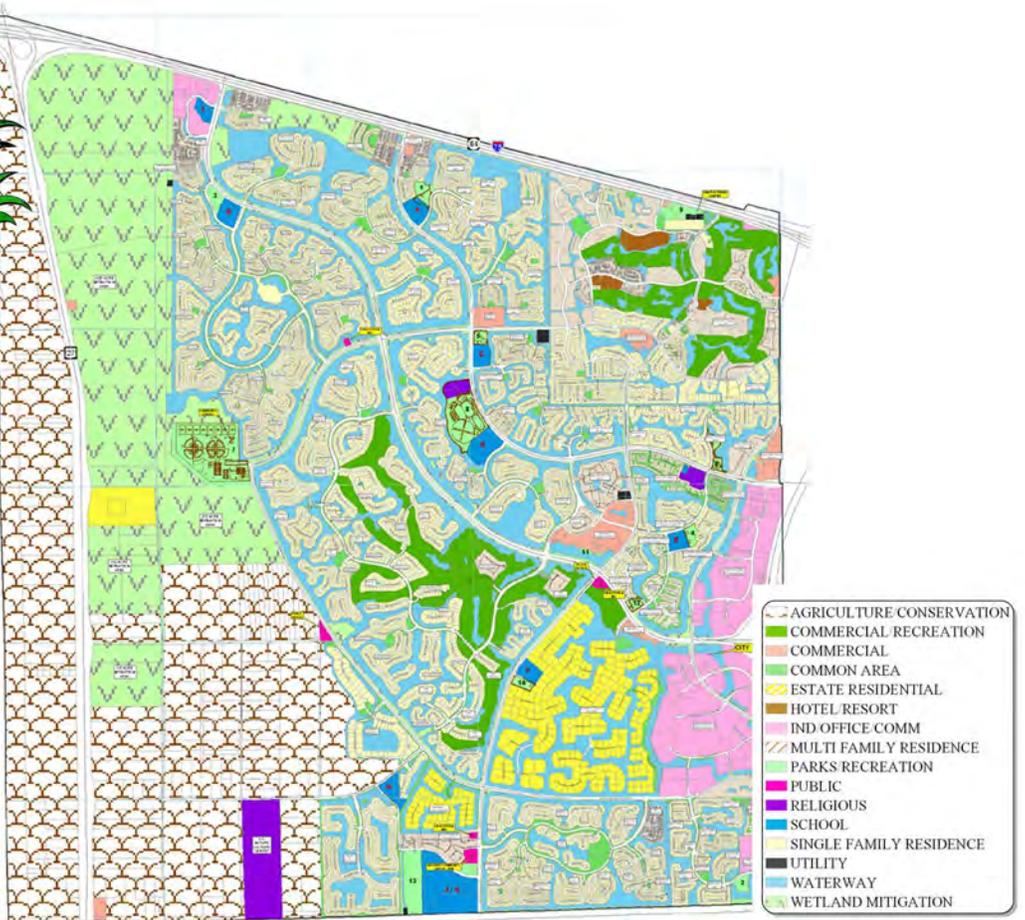
Construction Cost
 \$ N/A

PLANNING AND ZONING Lauderhill, FL



Calvin, Giordano & Associates, Inc. (CGA) assisted the City's Planning and Zoning Division with general planning services which include zoning inquiries and processing land development applications such as comprehensive plan amendments, rezonings, special exceptions, variances, site plan review, and zoning review. CGA staff completes staff reports for these applications and presents recommendations on applications to the Planning and Zoning Board and City Commission.

In 2018, the City contracted with CGA to prepare the City's Evaluations and Appraisal Review (EAR) and associated EAR-based amendments to the City Comprehensive Plan. CGA worked closely with DEO staff to complete the update.



Client
 City of Weston
 17200 Royal Palm Boulevard
 Weston, FL 33326

Contact Information at Time of Project:
 Denise Barrett-Miller
 Director of Communications
 Tel: 954.385.2000
 DBarrett@westonfl.org

Project Date
 1996 - Ongoing

Services Provided
 Planning and Zoning
 Comprehensive Plans
 EAR
 Traffic Engineering
 Civil Engineering
 Environmental Services
 GIS
 Landscape Architecture

Firm Fee's
 \$ 398,000.00 / Year

Construction Cost
 \$ N/A

GENERAL PLANNING SERVICES Weston, FL



CGA has provided professional planning services to the City of Weston since its incorporation in 1996. Services include site plan review, variances, conditional use applications, and future land use map amendments. CGA has prepared all development standards, design guidelines, land development regulations and administrative materials related to planning for the City of Weston.

CGA personnel are on call to provide the public with day-to-day zoning assistance as well as presentations to the City Commission. Planning functions include intergovernmental coordination with County and neighboring cities on key land use issues.



Do you live, work, play, own land or do business in Pompano Beach? If so, the City of Pompano Beach needs your input to help prepare Plan It Pompano! the latest update of our Comprehensive Plan (Comp Plan). Throughout approximately the next year or so, the City will offer several opportunities, and multiple ways, for you to participate.

Why participate? Read on to learn why the Comp Plan is important and why voicing your opinion in this process matters.

the current document, most of which was adopted in 2016, on the Plan and Zoning page of the City's website www.pompanobeach.com.

You may be wondering why, if the City already has a Comp Plan, do we need to update it—and why now? Well, the Comp Plan may be a long-range document, but it is also dynamic, evolving as community conditions, aspirations, opportunities and challenges change over time. If since the current plan was adopted, let's say, a lot has changed in our City. For this reason, updating the plan as we need it



Plan It Pompano!

City of Pompano Beach Comprehensive Plan Update



Calvin, Giordano & Associates, Inc.
EXCEPTIONAL SOLUTIONS™

Client
City of Pompano Beach
100 West Atlantic Blvd
Pompano Beach, FL 33060

Contact Information at Time of Project:
Jennifer Gomez, AICP, LEED AP ND
Assistant Development Services Director
Tel: 954.786.4640
Jennifer.Gomez@copbfl.com

Project Date
2019- Ongoing

Services Provided
Planning
Environmental Services
Climate Resiliency
Transportation
Public Outreach

Firm Fee's
\$ 110,000.00

Construction Cost
\$ N/A

PLANIT, POMPANO! Pompano Beach, FL



In 2019, CGA began a collaborative effort with the City of Pompano Beach Planning Department staff to update the City's Comprehensive Plan. The update focused on addressing changes in local conditions since the last Comprehensive Plan update which included incorporating goals, objectives and policies from the BrowardNEXT planning initiative; updating housing policies based on recent housing studies prepared for the City; incorporating corridor redevelopment initiatives; and incorporating important new City documents such as the City's Parks and Recreation Master Plan, City's Water, Wastewater and Stormwater Master Plans, and the City's Strategic Plan. CGA was also tasked with developing a new Climate Change Element and Intergovernmental Coordination Element (ICE). CGA's primary focus was inventory and analysis of the existing Comprehensive Plan and developing updated data, inventory, and analysis for each element. For the new Climate Change Element and ICE, CGA's responsibility included development of the entire element including Goals, Objectives, and Policies. Pompano Beach also desired to have any extensive public outreach and engagement component to the Comprehensive Plan update process. CGA developed and conducted the public outreach and engagement in conjunction with City staff which included stakeholder interviews and focus groups; hosting a project microsite, publishing an article in the Citywide magazine; using mass emails and social media platforms; extensively distributing flyers and displaying project posters; advertising through City channels; and holding two (2) public open houses.



EXHIBIT G REFERENCES

PROPOSER REFERENCES	
<p>Please submit a minimum of five references in detail; give client references who have been clients (of the Proposer) for at least one year (preferably municipal governments or other governmental agencies of similar size in Florida where your company has provided same and similar services General Planning Services). The Village may contact some of the Proposer’s current and former clients, both supplied by the Proposer and independently derived, to request that they validate the qualifications of the Proposer and the accuracy of the claims made by the Proposer in its Proposal, and that they assess the Proposal’s ability to perform the types, level and quality of services that the Village desires. All references contacted will be asked to rate those aspects of the Proposal’s performance on a scale from 0 – 5: zero (0) being poor and (5) being excellent.</p> <p style="margin-left: 40px;">Excellent: Frequently exceeds client reference’s specifications/requirements</p> <p style="margin-left: 40px;">Good: Meets client reference’s specification/requirements.</p> <p style="margin-left: 40px;">Poor: Frequently does not meet client reference’s specifications / requirements</p>	
1. CUSTOMER NAME:	City of Wilton Manors
CUSTOMER LOCATION:	2020 Wilton Drive, Wilton Manors, FL 33305
POPULATION, if Government:	11,089
CUSTOMER CONTACT PERSON :	Roberta Moore
CUSTOMER PHONE NUMBER:	954.390.2180
CUSTOMER CONTACT FAX:	954.567.6069
CUSTOMER CONTACT E-MAIL:	rmoore@wiltonmanors.com
PROJECT DESCRIPTION:	Planning and Zoning, Transportation Engineering, Landscape Architecture, and Data Technologies
2. CUSTOMER NAME:	City of Oakland Park
CUSTOMER LOCATION:	3650 NE 12th Ave., Oakland Park, FL 33334
POPULATION, if Government:	42,773
CUSTOMER CONTACT PERSON :	Peter Schwarz, AICP
CUSTOMER PHONE NUMBER:	954.630.4257
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	peter.schwarz@oaklandparkfl.gove
PROJECT DESCRIPTION:	Planning and Zoning, Transportation Engineering, Landscape Architecture, and Data Technologies
3. CUSTOMER NAME:	City of Weston
CUSTOMER LOCATION:	17200 Royal Palm Blvd., Weston, FL 33326
POPULATION, if Government:	66,097



CUSTOMER CONTACT PERSON :	Denise Barrett-Miller
CUSTOMER PHONE NUMBER:	954.385.2002
CUSTOMER CONTACT FAX:	954.385.2010
CUSTOMER CONTACT E-MAIL:	DBarrett@westonfl.org
PROJECT DESCRIPTION:	Planning and Zoning, Traffic and Transportation, Engineering, General Civil Engineering, and Survey and Mapping
4. CUSTOMER NAME:	City of Belleview
CUSTOMER LOCATION:	5525 SE 119th Street, Belleview, FL 34420
POPULATION, if Government:	5,650
CUSTOMER CONTACT PERSON :	Shawna Chancey, MPA
CUSTOMER PHONE NUMBER:	352.245.7021 ext 2107
CUSTOMER CONTACT FAX:	352.907.7708
CUSTOMER CONTACT E-MAIL:	SChancey@belleviewfl.org
PROJECT DESCRIPTION:	Professional Planning Services - Comprehensive Plan and Land Development Regulations Updates
5. CUSTOMER NAME:	City of Belleair Bluffs
CUSTOMER LOCATION:	2747 Sunset Blvd., Belleair Bluffs, FL 33770
POPULATION, if Government:	2,283
CUSTOMER CONTACT PERSON :	Debra Sullivan, MMC
CUSTOMER PHONE NUMBER:	727.584.2151
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	DSullivan@belleairbluffs-fl.gov
PROJECT DESCRIPTION:	Professional Planning Services - Land Development Code and Comprehensive Plan Updates and Site Plan Reviews



WILTON MANORS, *Island City*

2020 WILTON DRIVE, WILTON MANORS, FLORIDA 33305

COMMUNITY DEVELOPMENT SERVICES

(954) 390-2180 FAX: (954) 567-6069

Life's Just Better Here

May 15, 2023

To Whom it May Concern:

RE: Letter of Recommendation for Calvin, Giordano, & Associates, Inc.

The City of Wilton Manors has had the pleasure of working with Calvin, Giordano & Associates, Inc. (CGA) since 2017. CGA is currently providing Planning Consultant Services for the City which includes Planning and Zoning, Transportation Engineering, Landscape Architecture, and Data Technologies Services.

Based on my experience working with this firm, I would highly recommend their services on similar scope projects and contracts. CGA staff has been very responsive and maintains attention to detail on all aspects of the task, work orders, and projects to include schedule and budget.

Should you have any questions, please feel free to reach me at (954) 390-2180 or email me at rmoore@wiltonmanors.com.

Sincerely,

Roberta Moore
Community Development Services Director



May 15, 2023

RE: Letter of Recommendation for Calvin, Giordano, & Associates, Inc.

To Whom it May Concern:

The City of Oakland Park has had the pleasure of working with Calvin, Giordano & Associates, Inc. (CGA) since 2017. CGA is currently providing Planning Consultant Services for the City which includes Planning and Zoning, Transportation Engineering, Landscape Architecture, and Data Technologies Services.

Based on my experience working with this firm, I would highly recommend their services on similar scope projects and contracts. CGA staff has been very responsive and pays attention to detail on all aspects of the task, work orders, and projects to include schedule and budget.

Should you have any questions, please feel free to reach me at 954.630.4257 or email me at peter.schwarz@oaklandparkfl.gov.

Sincerely,

Peter Schwarz, AICP
Director of Community and Economic Development
City of Oakland Park



Margaret Brown
Mayor

Byron L. Jaffe
Commissioner

Mary Molina-Macfie
Commissioner

Chris Eddy
Commissioner

Henry Mead
Commissioner

Donald P. Decker
City Manager/CEO



May 15, 2023

RE: Letter of Recommendation for Calvin, Giordano, & Associates, Inc.

To Whom it May Concern:

The City of Weston has had the pleasure of working with Calvin, Giordano & Associates, Inc. (CGA) since 1996. CGA is currently providing Planning and Zoning, Traffic and Transportation Engineering, General Civil Engineering, and Surveying and Mapping and have embedded zoning staff and act as Director of Development Services for the City.

Based on my experience working with this firm, I would highly recommend their services on similar scope projects and contracts. CGA staff has been very responsive and maintains attention to detail on all aspects of the task, work orders, and projects to include schedule and budget.

Should you have any questions, please feel free to reach me at 954.385.2002 or email me at DBarrett@westonfl.org.

Sincerely,

Denise Barrett-Miller
Director of Communications

The Nation's Premier Municipal CorporationSM



Calvin, Giordano & Associates, Inc.
A SAFEbuilt COMPANY



CITY OF BELLEVIEW

"City With Small Town Charm"

Development Services Department

5525 SE 119th St. · Belleview, Florida 34420

Telephone: (352) 245-7021 · Fax: (352) 307-7708

Website: www.belleviewfl.org Email: DSStaff@belleviewfl.org

May 16, 2023

RE: Letter of Recommendation for Calvin, Giordano, & Associates, Inc.

To Whom it May Concern:

The City of Belleview is pleased to submit this letter of recommendation for Calvin, Giordano & Associates, Inc. (CGA). Since 2020, CGA has provided professional planning services for the City including Comprehensive Plan and Land Development Regulation updates.

Based on my experience working with this firm, I would highly recommend their services on similar scope projects and contracts. CGA staff has been very responsive and maintains attention to detail on all aspects of the task, work orders, and projects to include schedule and budget.

Should you have any questions, please feel free to reach me at 352-245-7021, Ext. 2107 or email me at SChancey@belleviewfl.org.

Sincerely,

Shawna Chancey, MPA
Development Services Director
City of Belleview

MAYOR: Christine K. Dobkowski

COMMISSIONERS: Michael J. Goldman · Raymond Dwyer · Ronald T. Livsey · Robert "Bo" Smith



CITY OF BELLEAIR BLUFFS

2747 Sunset Boulevard
Belleair Bluffs, Florida 33770
Tel. (727) 584-2151
www.belleairbluffs.org

Mayor Chris Arbutine

Commissioners
Joseph Barkley III
Karen Rafferty
Taylour Shimkus
Suzy Sofer

City Administrator
Debra Sullivan

City Clerk
Alexis A. Silcox, CMC

Supervisor of Public Works
Russ Schmader

Attorney
Thomas J. Trask, Esq.

May 16, 2023

RE: Letter of Recommendation for Calvin, Giordano, & Associates, Inc.

To Whom it May Concern:

The City of Belleair Bluffs is pleased to submit this letter of recommendation for Calvin, Giordano & Associates, Inc. (CGA). We have had the pleasure of working with CGA since 2018. During this time, CGA has provided professional planning services, including Land Development Code and Comprehensive Plan updates and site plan reviews.

Based on my experience working with this firm, I would highly recommend their services on similar scope projects and contracts. CGA staff has been very responsive and maintains attention to detail on all aspects of the task, work orders, and projects to include schedule and budget.

Should you have any questions, please feel free to reach me at 727-584-2151, Ext. 101 or email me at DSullivan@belleairbluffs-fl.gov.

Sincerely,

Debra S. Sullivan, MMC
City Administrator
City of Belleair Bluffs

Section 4



Key Staff Experience and Qualifications



Section 1 Key Staff Experience and Qualifications

Key Project Team



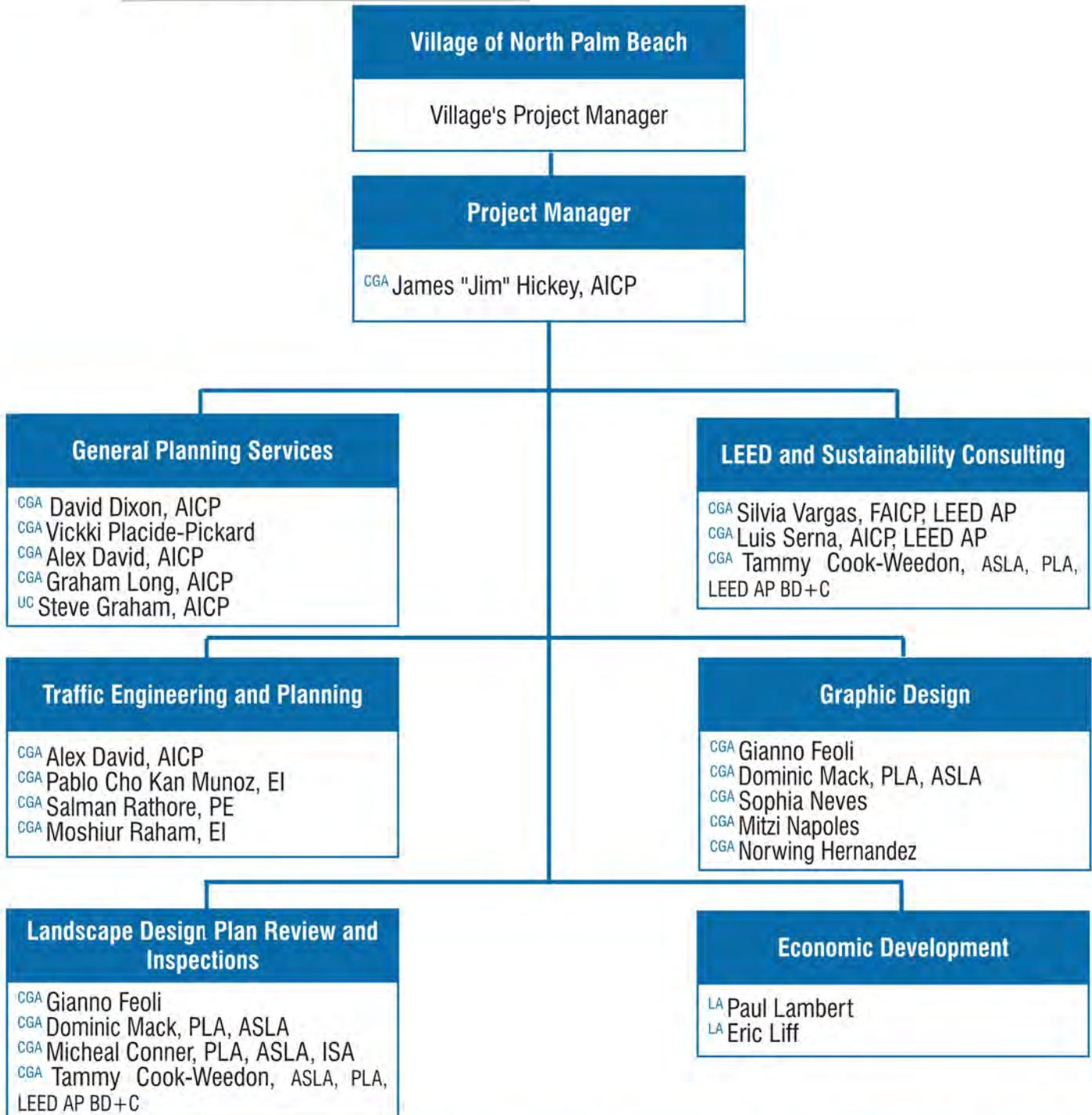
1. CGA Calvin, Giordano & Associates, Inc.



2. LA Lambert Advisory



3. UC Urban Compass





RECENT, CURRENT AND PROJECTED WORKLOAD

CGA has sufficient staff to support the projects under this contract because we serve as municipal staff, and in keeping with our reputation of being promptly responsive, we ensure availability of our staff never goes below 40 percent for our senior staff and 30 percent for our technical support staff, amending our staffing needs as necessary. This is a strategy that we maintain to allow us to meet the impromptu and unexpected demands of all of our clients without sacrificing the needs of others. CGA guarantees that we will have the necessary staff to meet all the needs and will always be 100% available to the Village.

Name	Role for this Contract	Availability
James "Jim" Hickey, AICP	Project Manager	40%
Vickki Placide-Pickard	Planning Administrator / Grant Management	40%
Silvia Vargas, FAICP, LEED AP	Principal Planner/ LEED and Sustainability	50%
David Dixon, AICP	Principal Planner	60%
Graham Long, AICP	Senior Planner	60%
Gianno Feoli, ASLA	Landscape Designer / Graphic Designer	40%
Dominic James Mack, III, PLA, ASLA	Landscape Architect / Graphic Designer	40%
Alex David, AICP	Principal Transportation Planner	50%
Luis Serna, AICP, LEED	Planner / LEED and Sustainability	60%
Pablo Chon Kan-Munoz, EI	Traffic Engineer	55%
Moshuir Rahman, Ph.D	Traffic Engineer	60%
Salman Rathore, PE	Traffic Engineer	40%
Tammy Cook, PLA, LEED AP BD+C	Landscape Architect / LEED and Sustainability	50%
Michael Conner, PLA, ASLA, ISA	Landscape Architect / Inspection	40%
Sophia Neves	Graphic Designer	60%
Mitzi Napoles	Graphic Designer	60%
Norwing Hernandez	GIS Coordinator / Graphic Designer	60%
Eric Liff	Economic Development	40%
Paul Lambert	Economic Development	40%
Steven Graham, AICP	Planning Administrator	50%



JAMES “JIM” P. HICKEY, AICP
 Project Manager, Director of Planning



Mr. Hickey will act as the Professional-in-Charge for this engagement and the main point of contact for the County. Mr. Hickey leads the Fort Lauderdale planning office and has over 26 years of planning experience in municipal as well as county government. He has experience in comprehensive planning, site development reviews, architectural review, zoning code amendments, comprehensive plan amendments, form-based codes, redevelopment, data and analysis and Geographic Information Systems (GIS). Mr. Hickey works with a number of communities on large-scale projects to provide technical planning expertise on how to allow for development while balancing the needs of the existing community. He also works as the City/Town planner for a number of municipalities.

YEARS WITH THE FIRM

4

YEARS OF EXPERIENCE

26

EDUCATION

Master in Urban Planning (MURP)
 Virginia Commonwealth University,
 Richmond, VA

B.S., Geography and History,
 University of Massachusetts, Boston,
 MA

CERTIFICATIONS AND LICENSES

American Institute of Certified
 Planners No. 015985

PROFESSIONAL ASSOCIATIONS

American Planning Association

Broward American Planning
 Association

Member - School Board of Broward
 County Staff Working Group

ICS - National Incident Management
 Systems (NIMS) Certifications: ICS
 100, 200, 300, 400, 700, 800

RELEVANT EXPERIENCE

Development Services Director - Weston
 Provides ongoing planning assistance for the City of Weston including site plan review and preparation of reports and analysis for the City Commission. Serves as the City's appointee on the School Board of Broward County's Staff Working Group
 Weston, FL

Planning Director - Lighthouse Point
 Working with the City and a potential developer on the redevelopment of Lighthouse Point Yacht Club, which will include establishing a mixed-use development on the existing site. This project includes a comprehensive plan map amendment and text amendments, rezoning of the property, establishment of a new zoning district, site plan review and a developer's agreement
 Lighthouse Point, FL

Project Manager - City of Pompano Beach
 Works with the City on the review of large-scale Planned Development applications, providing technical review and analysis as well as review of the accompanying site plan applications. Also writes staff reports and present these applications to the Planning and Zoning Board as well as the City Commission
 Pompano Beach, FL

Planning Consultant - City of Wilton Manors
 Recently completed the City's Urban Form and Density Report, which establishes where and how future redevelopment should occur. Current projects include drafting regulations needed to implement the Form and Density

Report rezoning of a diverse mixed-use area, and two land use plan amendments to establish density requirements, increase density and expand the City's mixed use land use districts
 Wilton Manors, FL

City Planner - City of West Park
 Completed an adoption of regulations to rezone the City's expanded Transit-Oriented Corridor (TOC) including public involvement, preparation of code language and presentations to the Planning and Zoning Advisory Committee as well as the City Commission. This project included public engagement and dealt with many issues facing the City including disinvestment, redevelopment opportunities as well as concerns with gentrification
 West Park, FL

City Consultant - City of Margate
 Currently working with the City on an update to substantial portions of the City's Code. The City has not completed a thorough review of the Code in over 30 years and the proposed changes will provide a modern unified land development code which is clear, concise and easily understood by City residents
 Margate, FL

VICKKI PLACIDE-PICKARD

Planning Administrator



Ms. Placide-Pickard has over 17 years of public sector experience in Community Development. She specializes in Affordable and Workforce Housing Development programs, Economic Development Strategies, Neighborhood Planning, Public Engagement and Grant Administration.

Vickki provides urban planning services and grant management services to local governments including: site plan review, land development code updates, comprehensive plan updates and amendments, rezoning, housing studies facilitating public outreach, strategic visioning, grant writing and grant administration.

YEARS WITH THE FIRM

2

YEARS OF EXPERIENCE

17

EDUCATION

Master of Public Administration,
Florida Atlantic University, Boca Raton, FL

B.S., Health Administration, minor
in Business Administration, Florida
Atlantic University, Boca Raton, FL

CERTIFICATIONS AND LICENSES

Certified Housing Development
Professional #0812-03

PROFESSIONAL ASSOCIATIONS

American Planning Association
(APA)- Florida Planning Association

Board Member for the Florida
Atlantic University School of Public
Administration since 2019

Member of the Florida Community
Development Association Board
since 2014

Member of National Forum for
Black Public Administrators - South
Florida Chapter

Grant Professional Association

RELEVANT EXPERIENCE

Grant Management for the Cities of
Homestead, Vero Beach, Oak Hill and
Miramar (as a subconsultant) and Town of
Jupiter

Manages various facets of Federal, State
and local grant programs including strategic
planning, budgeting, financial analysis,
compliance and performance assessments
Homestead, Vero Beach, Oak Hill, Miramar,
Jupiter, FL

Planning Consultant - City of Lauderhill
Provides ongoing planning assistance to the
City including review zoning and land use
applications, site plan review, preparation
of reports and analysis for the City Planning
and Zoning Division
Lauderhill, FL

Miami Neighborhood Comprehensive Plan
and EAR - City of Miami
Updating the goals, objectives and
policies for the citywide plan for growth
and redevelopment for a 10-year planning
horizon
Miami, FL

Planning Consultant - City of Hallandale
Beach
Currently evaluating the City's
Comprehensive Plan and develop an
evaluation summary report.
Hallandale Beach, FL

Planning Consultant - St. Lucie County
Completed the County's Emergency
Management Local Mitigation Strategy
which identifies the natural hazards that may
affect the county and assesses risks and
vulnerabilities of the natural hazards
St. Lucie County, FL

Lighthouse Point Planning Consultant Water
Supply Update

Completed the City's Water Supply Plan
pursuant to state statutes in order to
strengthen the links between regional water
supply plans and comprehensive plans
prepared by local governments
Lighthouse Point, FL

City of Deerfield Beach - Legislative and
Community Affairs Director
Developed and implemented the City's
intergovernmental relations efforts
and oversaw the City's Grant Program,
community outreach and Affordable Housing
Programs
Deerfield Beach, FL

City of Coral Springs - Community
Development and Housing Administrator
Developed and managed community
development and affordable housing
programs; co-authored the City's Affordable
Housing Ordinance prepared the housing,
intergovernmental and capital improvement
elements of the Comprehensive Plan and
Evaluation Appraisal Report
Coral Springs, FL

Community Redevelopment Associates of
Florida - Special Projects Coordinator
Oversaw grant administration, compliance
and fiscal management for the State Housing
Initiative Partnership funds for various
contractual Cities
Pembroke Park, FL

GRAHAM E. LONG, AICP

Planner



Mr. Long has over 16 years of experience in Planning and Government Relations. He has experience ranging from Public Outreach and Intergovernmental Affairs, to Comprehensive Planning and Development, Land-Use Regulation, and Shared Services Initiatives. As an advisor to elected officials, he has developed and implemented policies such as green energy initiatives infrastructure improvements, downtown revitalization, sustainable growth, community development and neighborhood preservation. Working as a political consultant, he has experience with all levels of government, navigating bureaucracies and building out new processes and initiatives. He has assisted with 2020 Census outreach coordination, comprehensive plan updates, zoning code development, hazard mitigation planning, energy efficiency programs, and local/regional transportation mobility.

YEARS WITH THE FIRM

1

YEARS OF EXPERIENCE

16

EDUCATION

B.A. American Studies: the Built Environment and Urban & Regional Planning, The George Washington University, Washington, D.C.

CERTIFICATIONS AND LICENSES

American Institute of Certified Planners (AICP) #32840

PROFESSIONAL ASSOCIATIONS

American Planning Association - Florida Chapter / Intergovernmental Chapter

LGBTQ Congressional Staff Association, Member, 2017 - 2018

Board of Directors, City of Glen Cove Community Development Agency, 2009 - 2012

RELEVANT EXPERIENCE

General Planning Services — : Provides general services, research and analysis, as well as procedural assistance related to plan review, inspections, zoning review, and permitting applications. Lighthouse Point, Oakland Park, and Hillsboro Beach, FL

Comprehensive Planning and Zoning Code Revisions
Develop zoning regulations and modifications, providing recommendations, best practices, procedural streamlining and code reorganization. Provide updates for Comprehensive Plans, including research and analysis, and outreach efforts assistance with GIS projects and mapping, annexation plans, land-use and density issues. North Miami Beach, North Miami and Margate, FL

Planner II & Community Visioning Program Manager – Nassau County Planning Commission
Land-use regulation and analysis for individual and comprehensive planning/development projects, and the County Master Plan. Served as the manager of the county Community Visioning and Downtown Revitalization initiatives, involving policy development, event planning, community outreach, consensus- building, and several public conferences. Mineola, NY

Shared Services Program Manager — Office of the County Executive
Advisor on inter-municipal Shared Services initiatives, including green energy development and infrastructure revitalization, creating streamlined project implementation strategies. Responsible for planning and executing the public and inter-governmental process to create a county-wide Shared Services Plan. Nassau County, NY

Legislative Assistant - U.S. House of Representatives
Legislative assistance, policy development, research & analysis for Transportation and Infrastructure, Housing, Tourism, LGBTQ issues and Small Business. Co-contributor to Problem Solver's Caucus infrastructure task-force report: Rebuilding America's Infrastructure Washington, D.C.

Independent Political Consultant
Multiple political campaigns as Campaign Manager, for national and local offices. Responsibilities included messaging and speech writing, media relations, outreach plans, developing campaign materials, planning events and campaign strategies. New York and California

DAVID “DAVE” DIXON, AICP

Principal Planner



Mr. Dixon recently joined CGA's Planning Department after 11 years of practicing planning across the US and Canada. His experience includes comprehensive planning, redevelopment planning, urban design, site planning, land use code updates, development review and neighborhood/sub-area planning, also contributing a specialty in Geographic Information Systems (GIS). Dave has provided planning services for municipalities, counties, states/provinces, and the federal government as well as for the private sector as an urban planning consultant.

YEARS WITH THE FIRM

< 1 year

YEARS OF EXPERIENCE

11

EDUCATION

Master of Arts, Urban Planning,
University of California, Los Angeles

B.A., Geography, University of
California, Santa Barbara

CERTIFICATIONS AND LICENSES

American Institute of Certified
Planners No. 028501

PROFESSIONAL ASSOCIATIONS

American Planning Association

Urban Land Institute

RELEVANT EXPERIENCE

Comprehensive Plan EAR and Update
Updating the City's long-range plan to refresh the community's vision and values. The plan will balance neighborhood health with industry and environmental resiliency, all informed by a broad community engagement plan
Riviera Beach, FL

Miami Neighborhood Comprehensive Plan and EAR
Updating the goals, objectives and policies for the citywide plan for growth and redevelopment for a 10-year planning horizon

Miami, FL Comprehensive Plan Update
Project Manager on an update to the County's comprehensive plan that was the culmination of 53 community engagement events, resulting in future land use maps for areas surrounding three municipalities, transportation improvements, and an infrastructure assessment and updated infrastructure
Chaffee County, CO

Comprehensive Plan Update
Project Manager on an update to a town's 2013 long-range plan with a focus on housing affordability, preservation of a historic 19th century Main Street business district, advancement of climate action initiatives and light industrial district redevelopment
Carbondale, CO

County Planner
Created and implemented new development regulations to mitigate industrial and commercial development impacts to

small towns character. Provided on-call zoning administration and long-range comprehensive planning for two neighboring counties whose goals were to alleviate impacts of population growth
Carbon and Stillwater Counties, MT

Master Plan Update
After nearly 20 years without an update, Routt County--home to the growing City of Steamboat Springs--overhauled their comprehensive plan to prepare for rapid growth. A land use code update followed to install tools for mitigating impacts to the pastoral mountain community
Routt County, CO



SILVIA E. VARGAS, FAICP, LEED AP

Principal Planner



Ms. Vargas will act as the Project Manager for this engagement. Ms. Vargas is a professional planner with vast experience throughout the U.S. and abroad. After starting as a public sector planner in the Florida Keys, Silvia's subsequent private practice spans planning projects at every scale, in urban, suburban and rural contexts. She has directed numerous region-wide, county, and municipal comprehensive plans, many of which have received national or state awards for planning excellence from APA and other professional organizations. Silvia has also led community visioning processes, parks and open space plans, regulatory codes and design standards, university campus master plans, community revitalization processes, and placemaking initiatives. Silvia is a skilled Project Manager and an imaginative, dynamic facilitator, and storyteller who specializes in designing and executing creative public engagement processes. Her background and experience give her great competence and sensitivity toward the challenges of collaborating with diverse stakeholders in the planning process.

YEARS WITH THE FIRM

5

YEARS OF EXPERIENCE

30

EDUCATION

Master of Urban Planning, University of Kansas (1993)

Bachelor of Arts, Architectural Studies, University of Kansas (1991)

CERTIFICATIONS AND LICENSES

American Institute of Certified Planners (AICP) No. 087875

LEED Accredited Professional (Legacy)

PROFESSIONAL ASSOCIATIONS

American Planning Association (APA)

U.S. Green Building Council (USGBC)

HONORS

Fellow of the American Institute of Certified Planners (AICP), Class of 2020

Distinguished Alumna, University of Kansas School of Architecture and Design, Class of 2017

LEADERSHIP

APA Board of Directors, Director at Large 2022 - Present

AICP Commissioner, Region III (2016 - 2020)

RELEVANT EXPERIENCE

Future City: NoMi Beyond the Centennial

The Future City planning process celebrates the City of North Miami's first 100 years while seeking to prepare the City for its next centennial. The plan update focuses on community health and wellness, climate response and resilience, housing affordability, and technology infrastructure and access. The document is dynamic, user friendly and visually rich.

North Miami, FL

Future Land Use Element (FLUE) and Future Land Use Map (FLUM) Update

Led a public participation-driven process to correct severe inconsistencies identified in the Miami Shores Village's FLUE and FLUM, and to update the FLUE in preparation for a Comprehensive Plan Evaluation and Appraisal Review (EAR) process.

Miami Shores, FL

North Bay Village Planning Services
Serves as the Village's Planning and Zoning Official providing day-to-day planning and zoning service, as well as leading special assignments such as an annexation study or an EAR-based Comprehensive Plan process.

North Bay Village, FL

Town Center North Overlay Re-Visioning
Led the execution of a values-driven public engagement re-visioning project for the City Sunny Isles Beach, FL

Indiantown Land Development Code
Developed and implemented the public outreach and information program for CGA-

led Land Development Code preparation process - the Village's first Indiantown, FL

University of South Florida Tampa Research Campus
Master Plan Update
Tampa, FL

Zoning Code Update
Developed the public outreach and engagement plan for this CGA project which involves updating the City's 50-year old Zoning Code
Pembroke Pines, FL
PlanIT, Pompano!
Designed and executed the public engagement strategy for the City of Pompano Beach's recent Comprehensive Plan Update
Pompano Beach, FL

Transit-Oriented Development District (TODD)
Led the preparation of an amendment to modernize the City of South Miami's TODD zoning district, including testing the proposed amendments through massing studies
South Miami, FL

Land Use Plan, Major Street Plan and Ordinances Update
Assisted the City of Mobile in updating the City's Future Land Use Plan and Major Street Plan
Mobile, AL

Comprehensive Plan and LDC Analysis
Reviewed and made recommendation regarding the effect of existing policies and regulations on the City's economic vitality
Winter Park, FL



LUIS N. SERNA, AICP, LEED AP BD+C
 Planner, Planning Director (Tampa Bay Region)



Mr. Serina has over 30 years of experience in land planning consultation for public and private sector clients. Mr. Serina is the Planning Director at CGA and is responsible for the planning operations of the Tampa Bay office. He provides planning services to local governments including site plan and permit reviews; land development code and comprehensive plan updates; preparing neighborhood and special area plans; reviewing and preparing staff recommendations on applications for rezoning, plan amendments, site plans, development agreements, special exceptions, and variances. He also provides planning consultant services to private clients including site feasibility and entitlement studies; preparation of land use amendments and rezoning applications; and consultation on special exceptions, variances, and other development applications.

YEARS WITH THE FIRM

7

YEARS OF EXPERIENCE

30+

EDUCATION

Graduate Studies in Urban and Regional Planning, University of Miami, Coral Gables, FL

BS, Economic with an emphasis in Economics of Industry, Florida State University, Tallahassee, Florida

CERTIFICATIONS AND LICENSES

Certificate of Planning Studies, Florida State University, Tallahassee, Florida

American Institute of Certified Planners (AICP) #0132371997

LEED Accredited Professional - Building Design and Construction #10282703

PROFESSIONAL ASSOCIATIONS

American Institute of Certified Planners

American Planning Association (APA)

RELEVANT EXPERIENCE

Wakulla County Department of Planning & Community Development
 Responsible for the daily operation of the Planning and Community Development Department.
 Crawfordville, FL

City of Tarpon Springs Planning Services
 Providing on-going planning services including staff to City boards and reviewing and preparing recommendations on site plans and plan amendments. Preparation of comprehensive plan and code amendments to address sea level rise and other needed updates for consistency with State law and the Pinellas County mobility plan.
 Tarpon Springs, FL

City of Madeira Beach Planning Services
 Providing on-going planning services including reviewing and processing application submittals to the Planning and Zoning Department, responding to general zoning and development inquiries, coordinating with city staff on code interpretation questions, presenting applications to review boards, and recommending changes to the comprehensive plan and land development regulations as needed.
 Madeira Beach, FL

City of Belleair Bluffs Planning Services
 Providing on-going planning services, and preparing an amendment to the City's Land Development Code to allow the development of townhouses in certain districts.
 Belleair Bluffs, FL

Town of Belleair Planning Services
 Providing on-going planning services including responding to general zoning and development inquiries, coordinating with city staff on code interpretation questions, and recommending changes to the comprehensive plan and land development regulations as needed. Preparation of comprehensive plan and code amendments to address sea level rise and other needed updates for consistency with State law and the Pinellas County mobility plan.
 Belleair, FL

City of North Port Planning Services
 Preparation of analysis and update to the City's Unified Land Development Code including revising for consistency with the City's Comprehensive Plan and other regulatory plans and documents, and updating for consistency with State and Federal regulations.
 North Port, FL

Sarasota County Planning Services
 Preparation of a Unified Development Code (UDC) that combined and updated the County's Land Development Code and Zoning regulations. The project included incorporation of existing technical manuals and regulatory provisions from the County's Comprehensive Plan into new UDC, and updating for consistency with State and Federal regulations.
 Sarasota County, FL

Town of Longboat Key Planning Services
 Preparation of analysis and update to the Town's zoning code, and prepare ordinance addressing redevelopment of nonconforming properties
 Long Boat Key, FL

GIANNO FEOLI, ASLA

Director, Landscape Urbanism and Design



Mr. Feoli leads the Landscape Department in creative design strategies for urban environments with specialties including urban design, contextual analysis, and branding. He has experience in coordinating design implementation within built-out urban environments, public outreach, and report preparation, where he will lead the effort in the creation of a graphically-rich, easily legible report. His experience has encompassed a wide array of project-types, and his strengths lie in client responsiveness, project organization, public outreach, connectivity plans, streetscapes and urban interventions, park design, and form-based urban designs and planning strategies.

YEARS WITH THE FIRM

20

YEARS OF EXPERIENCE

23

EDUCATION

Master of Landscape Architecture
Florida International University
(FIU) School of Architecture Miami,
Florida

B.A., Architectural Studies Florida
International University (FIU) School
of Architecture Miami, Florida

PROFESSIONAL ASSOCIATIONS

American Society of Landscape
Architects

The Underline - Design Advisory
Committee Co-Chair

RELEVANT EXPERIENCE

Doral Boulevard Beautification Master Plan
Streetscape master plan and frontage zoning
recommendations
Doral, FL

North Beach Oceanside Park
30-acre beachfront park design
Miami Beach, FL

Lloyds Estate Resiliency Project
Drainage improvements with environmental
education components
Oakland Park, FL

Middle Beach Recreational Corridor - PH 2
New 2-miles of multi-use trail on state-
owned lands
Miami Beach, FL

Middle Beach Recreational Corridor - PH 3
Replacement of wooden boardwalk with a
multi-use trail on state-owned lands
Miami Beach, FL

Oakland Park Station
Event plaza design in the Culinary District
Oakland Park, FL

98th Street Park
Community park with playgrounds,
restrooms and synthetic turf areas
Bay Harbor Islands, FL

92nd Street Park
Community park with flexible lawn, parking
and a dog park
Bay Harbor Islands, FL

Beachwalk Master Plan
Multi-use trail design on state-owned lands
Surfside, FL

Rolling Oaks Park
Passive park design with trails and custom
signage
Miami Gardens, FL

Dania Cove Park
Waterfront passive park with shoreline
stabilization, lawn areas, boardwalk and
educational signage
Oakland Park, FL

Harbor Isles Dog Park
Dog park and bio-swale passive drainage
elements
North Bay Village, FL

530 Crandon Blvd Civic Park
Passive park with custom artwork and
specialty design treatments
Location

Built & Urban Form Study
Development standards study to promote
redevelopment and public outreach
Wilton Manors, FL

City-wide Urban Forestry Master Plan
Urban forestry master plan and inter-
departmental implementation tool-kit
Miami Beach, FL

Gateway Features
Entry feature sculptural element design and
permitting with FDOT-D6
Doral, FL

Corridor Zoning & Redevelopment Study
Form-based code zoning for redevelopment
areas with a focus on embedding good
design articulation requirements as an
incentive-based program
Doral, FL

DOMINIC JAMES MACK, III, PLA, ASLA

Landscape Architect



Mr. Mack is a Landscape Design professional, with over five years of experience in landscape and urban design, including park design and planting design for both publicly-funded and private projects. Mr. Mack has experience as an architectural fabricator and three-dimensional modeler for landscape architectural and furniture design. He contributes his experience in the creation of communication graphics, 3-dimensional renderings, providing schematic designs, fabrication strategies paired with parametric design, and the development of construction technical drawings. Mr. Mack is proficient in Rhino 3D, Sketchup, AutoCAD, the Adobe Creative Suite (i.e. Photoshop, Illustrator, InDesign, etc.), and other integral pieces to programs such as Grasshopper, Lumion, Rhino CAM, and Podium.

YEARS WITH THE FIRM

4

YEARS OF EXPERIENCE

5

EDUCATION

Master of Landscape Architecture + Environmental Urban Design, Florida International University, School of Architecture, Miami, Florida - 2018

CERTIFICATIONS AND LICENSES

Registered Professional Landscape Architect, Florida No. LA6667598

PROFESSIONAL ASSOCIATIONS

American Society of Landscape Architects (ASLA)

Broward Section Chair, Executive Committee - ASLA Florida, 2018-2019

Member-at-Large for Public Relations + Marketing, Executive Committee - ASLA Florida, 2019-2022

Public Relations + Marketing Chair, 2020 Conference Committee - ASLA, 2019-2020

SELECTED AWARDS + PUBLICATIONS

2020 Design Award of Merit, SIB Pedestrian Bridge Park

2020 Outstanding Study Award / 2021 Design Award of Merit, Wilton Manors Urban Form & Density Study

2021 Design Award of Merit, Himmarshee Streetscape

2021 Design Award of Honor, Miami Beach Urban Forestry Master Plan

RELEVANT EXPERIENCE

SW 2nd Avenue Streetscape Project FTL DDA

Performed technical tasks including preparation of site plan drawings, fabrication strategies, and construction document detailing. Contributed to the selection of materials, palettes, lighting and branding elements
Fort Lauderdale, FL

Middle Beach Recreational Corridor Phase III
Performed technical tasks including preparation of site plan drawings, fabrication strategies, and construction document detailing
Miami Beach, FL

Paradise Park
Developed preliminary design of conceptual site plan for a promenade focused on enhancing pedestrians' experiences through ample sidewalks, furnishing, plazas and water features
Key Biscayne, FL

North Beach Oceanside Park
Developed conceptual design, produced full illustrative package for DRB approval, assisted in production of construction documents, leading construction administration services
Miami Beach, FL

90th and 91st Streetscape Study
Performed technical tasks including preparation of site plan drawings, fabrication strategies, and construction document detailing
Cooper City, FL

North Bay Road Oceanside Park
Performed technical tasks including preparation of site plan drawings, fabrication strategies, and construction document detailing
Sunny Isles Beach, FL

Sunny Isles Beach Pedestrian Bridge Overpass Park Study
Performed technical tasks including preparation of 3D modeling and rendering, site plan drawings, fabrication strategies, and construction document detailing
Sunny Isles Beach, FL

City-wide Urban Forestry Master Plan
Urban forestry master plan and inter-departmental implementation tool-kit; assisted in the development of graphics and report documentation
Miami Beach, FL

Urban Form & Density Study
Development standards study to promote redevelopment and public outreach; lead graphic designer for production of report
Wilton Manors, FL

Medley TOD Visioning Study
Development standards study to promote redevelopment; lead graphic designer for production of report and all visual graphics
Medley, FL

Southridge and Wilbur Bell Playgrounds
Two playground designs focused on the benefits of nature play; lead designer and project manager assisting in conceptual design, production of construction documentation, and construction administration
Miami, FL

MICHAEL D. CONNER, PLA, ASLA, ISA

Landscape Architect



Mr. Conner has more than 30 years of combined experience in municipal, commercial, and private sector work. As a Registered Landscape Architect and a Certified Arborist, he is also knowledgeable in all aspects of urban and community forestry planning and tree inventory and appraisal - particularly in built-out environments in the South Florida area. His expertise lies in park design, site planning, hardscape and landscape design. He also has successful experience in public space creation and park planning, environmental mitigation, contract administration, site inspections, and grant writing. He will contribute his expertise in park master planning, capital projects management, grant coordination, native planting design, arborist services, and landscape construction administration for park and landscape projects.

YEARS WITH THE FIRM

15

YEARS OF EXPERIENCE

30+

EDUCATION

B.S., Landscape Architecture, Ball State University, Indiana, 1985

B.S., Environmental Design, Ball State University, 1985

Ball State Honors College
Sigma Lambda Alpha, Landscape Architecture Honor Society

CERTIFICATIONS AND LICENSES

Landscape Architect, Florida License
#LA0001181

ISA Certified Arborist License
#FL0777

PROFESSIONAL ASSOCIATIONS

American Society of Landscape Architects, Chairperson 1990, Broward Section

Landscape Inspectors Society of Florida

International Society of Arboriculture

RELEVANT EXPERIENCE

Mills Pond Park

Three new synthetic turf soccer and lacrosse fields including coordinating surveying, civil engineering, electrical engineering, site planning, and landscape architecture
Fort Lauderdale, FL

Patch Reef Park - Synthetic Turf Fields

Conversion of three existing football/lacrosse/soccer fields and included tree relocations, new landscaping, and the design of an automatic irrigation system and booster pump to be able to periodically wet the fields from the sidelines
Boca Raton, FL

Weston Regional Park - Synthetic Turf Fields

Conversion of two existing soccer fields to synthetic turf fields with organic infill material
Weston, FL

Tequesta Trace Park - Renovations & Synthetic Turf Fields

Created landscape park design for the upgrade of park facilities, new trails, expanded parking, and modification of park programming, including new entry signage and the replacement of the football fields with upgraded drainage systems
Weston, FL

Weston Tree Inventory

Project Manager/Arborist - inventoried, quantified, qualified and mapped into GIS all street and park trees within the public ROW and on City-owned properties
Weston, FL

Nova Drive - Complete Streets Improvements

Developed new planting and irrigation designs for the implementation of some complete streets improvements to the existing two-lane roadway through the Town
Davie, FL

Davie Road Improvements - Phase I & II

Prepared landscape and irrigation design for the new medians as part of a road widening and complete streets project for Davie Road from SW 39th Street to I-595
Davie, FL

Vista Park Phase II

Landscape park design for the upgrade of park facilities, new trails, expanded parking, and modification of park programming to include new entry signage and the replacement of the football fields with upgraded drainage systems
Weston, FL

Miami Gardens - Parks Bond - Construction Management

Assisted the City staff with implementation of a \$60 million bond program for parks improvements
Miami Gardens, FL

Rolling Oaks Park - Pedestrian Trail

Designed a 1.5 mile long pedestrian trail through Rolling Oaks Park
Miami Gardens, FL

Mary Saunders Park

Detailed site design and landscape and irrigations plans for the improvements at the existing park, which included a new parking areas, an enhanced entranceway and new lighting
West Park, FL



ALEX DAVID, AICP

Director of Miami-Dade Office | Planning



Mr. David brings expertise acquired over many years with both private and public planning organizations. Having formerly worked with the Miami-Dade County Planning Department and Office of the County Manager and Miami-Dade Public Schools he specializes in both current and long-range planning and development issues. He has extensive experience working with local, regional, and state agencies and is committed to providing government clients with the expertise and assistance needed to achieve local planning and development goals while meeting regional and state planning requirements. During his tenure as a consultant, Alex has had the privilege of assisting Miami-Dade County and 31 of the County's 35 municipal governments in planning and zoning matters, development projects and specials projects and has worked in other communities in Central and South Florida. Alex also has a reputation for building intergovernmental partnerships. He has also served as the Interim Community Development Director for the Town of Cutler Bay and as Zoning Administrator for the City of North Miami where he was staff to the Board of Adjustment.

YEARS WITH THE FIRM

6

YEARS OF EXPERIENCE

37

EDUCATION

MBA, Barry University

BS Geography (Urban Planning),
Pennsylvania State University

CERTIFICATIONS AND LICENSES

American Institute of Certified
Planners No. 015953

American Planning Association No.
116051

PROFESSIONAL ASSOCIATIONS

Miami-Dade County Transportation
Aesthetics Review Committee
(Chair)

Miami-Dade County Planners
Technical Committee (Former Chair)

Citizens' Oversight Committee for
Public School Facility Planning in
Miami-Dade County (Member)

Staff Working Group for Public
School Facility Planning in Miami-
Dade County (Member)

American Planning Association -
Florida Chapter (FAPA) Legislative
Policy Committee (Member) and
Gold Coast Section Board Member)

Past - City of Miami Beach Design
Review Board (Former Vice Chair)

RELEVANT EXPERIENCE

Miami-Dade County SMART Plan - Miami-
Dade County TPO
Project Manager - completed the South
Dade Transitway Corridor Land Use Scenario
and Visioning Planning Study
Miami-Dade County, FL

Miami-Dade County Attorney's Office -
Miami-Dade County
Land Use Planner / Expert Witness -
services performed include preparation for
depositions and court appearances
Miami-Dade County, FL

FDOT D 6
Land Use Planner / Expert Witness - services
being performed include expert witness and
litigation support services
Miami-Dade County, FL

Eminent Domain
Evaluated properties with respect to cost,
environmental, safety, long range planning
and alternative locations
Homestead and Bal Harbour Village, FL

Florida Power & Light
Planning, Zoning and Expert Witness -
services performed include acquiring the
necessary approvals for a proposed LNG
facility
Homestead, FL

Indian Creek Village Planner
Rewrote the Village Comprehensive Plan
and Land Development Regulations, on-call
planner
Indian Creek Village, FL

Comprehensive Plans and Updates
Assisted in authoring numerous plans and/or
subsequent amendments and updates
FL

Zoning, Land Development and Reviews
As on-call planner has assisted in authoring
numerous codes and amendments, reviewing
large- and small-scale development projects
FL

General Planning Services
Assists as necessary, the City Attorney and
Zoning Official on development reviews and
special planning and zoning related tasks
Hialeah, FL

General Planning Services
Assisted in the preparation of the Town's first
Land Development Regulations and Growth
Management Plan, on-call development
review services
Cutler Bay, FL

Land Development Regulations and General
Planning
Assisted in the preparation of the Village's
first Land Development Regulations and on-
call planning services
Indiantown, FL

Annexation Studies
Authored numerous Annexation Studies for
municipalities wishing to expand municipal
boundaries
FL

General Planning & Zoning
As on-call planner assists in the review of
proposed large-scale developments
South Miami, FL

TAMMY COOK-WEEDON, ASLA, PLA, LEED AP BD+C

Associate, Director of Landscape Architecture



Ms. Cook-Weedon leads the Landscape Architectural staff, founded on her more than 30 years of landscape architectural experience with demonstrated strengths in creative design, graphic presentations, and planting design. She has successfully completed numerous large-scale projects, which encompassed design studies, planting designs, and the various interrelated professions and tasks necessary to manage the projects through to completion.

YEARS WITH THE FIRM

23

YEARS OF EXPERIENCE

30+

EDUCATION

B.S. Landscape Architecture, Texas A&M University, College Station, 1987

CERTIFICATIONS AND LICENSES

Registered Professional Landscape Architect, Florida No. 0001328

Registered Professional Landscape Architect, South Carolina, LSA No. 1485

PROFESSIONAL ASSOCIATIONS

American Society of Landscape Architects, Miami Section Chair
1997 - 1998

Broward Section Chair, 2003 - 2004

State Conference Sponsorship Chair, 2000

ASLA Executive Committee, 2004 - 2007

Magic of Landscape Epcot Flower Show Board Member, 2006 - 2007

RELEVANT EXPERIENCE

Dania Cove Park

Designed a stabilization system for a badly eroded and unstable shoreline embankment and developed a shoreline vegetation plan
Dania Beach, FL

A1A North Galt Streetscape

Responsible for the site and landscape design for a parking and streetscape project
Fort Lauderdale, FL

Tamarind Avenue Streetscape

Responsible for the landscape architectural portion of this critical neighborhood improvement project
West Palm Beach, FL

Gator Run Park

Responsible for the site design and planting specifications for a 5-acre community park including lighting improvements, continuous walking paths, children's play equipment, planting and irrigation design near an elementary school
Weston, FL

Deering Estate at Old Cutler Bay

Responsible for the historical restoration and landscape design of all park areas
Palmetto Bay, FL

Sombrero Beach Park

Responsible for the park master plan and design for the creation of a beach-front park with dune access, volleyball courts, playgrounds, beach amenities, dune and turtle resting habitat restoration
Marathon, FL

Redlands Fruit and Spice Park

Botanical garden design showcasing the relationships between agriculture and culture, with particular attention to creating an around-the-world thematic designs
South Dade, FL

Lloyds Estate Drainage Park

Conceptual design of all material selections and palette, retaining walls, fences, lighting, branding elements, and wetland (bi-swale) and upland planting
Oakland Park, FL

Middle Beach Recreational Corridor

Lead a team of designers and engineers in the design, engineering, planting, and permitting of a 2-mile stretch of a 15-foot wide ocean-front hardscape pathway connecting Indian Beach to Allison Park
Miami Beach, FL

Oak Grove Park

Designed a new site plan for two tennis courts which required the relocation of six large Oak and Gumbo Limbo trees
North Miami, FL

Patricia A. Mishcon Athletic Field

Developed site design for an active park facility with multiple fields that established a strong connection to an adjacent linear park housing the City's annual Italian Festival
North Miami Beach, FL

Miramar Parkway Landscape Improvements

Prepared conceptual designs for gateway features at the entrance into the City
Miramar, FL

SOPHIA NEVES

Landscape Designer



Ms. Neves is a Landscape Designer, with combined 2 years of experience in landscape and architecture, including park design and K-12 education in publicly-funded projects. Ms. Neves has experience as an architectural designer and three-dimensional modeler for landscape architectural design. She contributes her experience in the creation of communication graphics, 3-dimensional renderings, providing schematic designs, and the development of construction technical drawings. Ms. Neves is proficient in AutoCAD, Rhino 3D, Sketchup, Lumion, the Adobe Creative Suite (i.e. Photoshop, Illustrator, InDesign, etc.).

YEARS WITH THE FIRM

1

YEARS OF EXPERIENCE

2

EDUCATION

Master of Landscape Architecture + Environmental Urban Design, Florida International University, School of Architecture, Miami, Florida - 2023

Master of Architecture, Florida International University, School of Architecture, Miami, Florida - 2021

PROFESSIONAL ASSOCIATIONS

American Society of Landscape Architects (ASLA)

RELEVANT EXPERIENCE

Coral Estates Park

Contributed to the preparation of planting design for construction documents
Miami, FL

Downtown Dog Park

Contributed to technical tasks including preparation of 3D modeling and rendering, site plan drawings, and construction document detailing
Miami, FL

Hanford Civic Park

Developed preliminary design of conceptual site plan for a civic park focused on enhancing pedestrians' experiences through a multi-functional promenade, furnishing, and water feature
Hanford, CA

North Palm Desert Park

Contributed to community engagement events by preparing visual graphics and assisting in the in-person open house
Palm Desert, CA

Antelope Creek Park

Contributed to technical tasks including preparation of site plan drawings, construction document detailing and to the selection of materials, palettes, lighting and branding elements
Woodlake, CA

Guy Davis Park

Performed technical tasks including preparation of site plan drawings and construction document detailing
Stuart, FL

Santa Clarita Park

Developed preliminary design of conceptual site plan including preparation of 3D modeling and rendering
Santa Clarita, CA

Lake Hamilton Trails & Master Plan Visioning

Developed preliminary design of conceptual site plan for a civic park focused on a multi-generational park experience.
Lake Hamilton, FL

MITZI NAPOLES

Landscape Designer



Ms. Napoles is a Landscape Designer, with 10 years of experience in branding and graphic design, including place-making and branding projects. Ms. Napoles has experience as a graphic designer and 3D modeler for product design and landscape architectural concept design. She contributes her experience in the creation of communication graphics, 3D renderings, providing schematic designs, and the development of construction technical drawings. Ms. Napoles is proficient in AutoCAD, Rhino 3D, Lumion, Adobe Creative Suite

YEARS WITH THE FIRM

1

YEARS OF EXPERIENCE

10

EDUCATION

Master of Landscape Architecture + Environmental Urban Design, Florida International University, School of Architecture, Miami, Florida - 2024

Associate of Arts - Architecture, Miami Dade College, School of Architecture, Miami, Florida - 2021

Associate of Arts - Industrial and Product Design, The Art Institute, Santa Ana, CA - 2009

PROFESSIONAL ASSOCIATIONS

American Society of Landscape Architects (ASLA)

RELEVANT EXPERIENCE

Los Jardines Park

Contributed to technical tasks including preparation of site plan drawings, construction document detailing and to the selection of materials, and branding palettes and elements
Woodlake, CA

Antelope Creek Park

Developed preliminary design of conceptual branding, contributed to technical tasks including preparation of site plan drawings, construction document detailing and to the selection of materials, and branding palettes and elements
Woodlake, CA

South Beach Promenade

Developed contextual 3D modeling and rendering for preliminary design
Miami Beach, FL

North Beach Oceanside Park

Contributed to technical tasks including editing site plan drawings and graphic diagrams
Miami Beach, FL

Hanford Civic Park

Developed preliminary design of conceptual graphics and 3D modeling of a civic park focused on place-making, branding of elements, and water feature
Hanford, CA

Mary DeWees Park

Prepared preliminary visual design graphics of conceptual site plan for a community park
Oak Hill, FL

Lupine Plaza

Developed preliminary design of conceptual branding, contributed to community engagement strategies by preparing visual graphics
Palm Desert, CA

North Palm Desert Park

Contributed to community engagement events by preparing visual graphics and assisting in the in-person open house; developed contextual 3D modeling and rendering for preliminary design
Palm Desert, CA

Guy Davis Park

Developed preliminary design of conceptual site plan including preparation of 3D modeling and rendering; technical tasks including preparation of site plan drawings and construction document detailing
Stuart, FL

PABLO CHON KAN-MUNOZ, EI

Traffic Engineer



Pablo has six (6) years of experience as traffic engineer. He holds a master's degree in Civil Engineering with emphasis on Transportation from FAU and experience on traffic operations, traffic signal design, and automated vehicles. He has worked with state and local agencies developing capacity studies, designing intersections, developing micro mobility studies, and evaluating projects from the traffic point of view.

YEARS WITH THE FIRM

1

YEARS OF EXPERIENCE

6

EDUCATION

Masters in Civil Engineering, Florida Atlantic University, Boca Raton, FL; 2021

Bachelors in Civil Engineering, Universidad de Costa Rica, San Jose, Costa Rica; 2017

CERTIFICATIONS AND LICENSES

Professional Engineer in Costa Rica

Engineer Intern No. 1100025965

PROFESSIONAL ASSOCIATIONS

Civil Engineers Committee Young Member-CFIA (Costa Rica)

RELEVANT EXPERIENCE

Traffic Engineer - Calvin, Giordano & Associates, Inc.

Worked on design and evaluation of traffic related studies; designed intersections and conducted field visits for local agencies and reviewed infrastructure projects according to local and state standards and specifications
Broward County/Fort Lauderdale, FL

Las Olas Blvd and SE 3rd Avenue

The project will replace the existing span wire traffic signal system with a new mast arm traffic signal system
Broward County/Fort Lauderdale, FL

NW 31st Avenue and NW 19th Street

Intersection Improvements

The project will replace the existing span wire traffic signal system with a new mast arms traffic signal system
Broward County/Fort Lauderdale, FL

Multimodal Mobility Study

Multimodal Mobility Study and Impact Assessment to improve the transportation conditions within the Town including bicycling, walking, and public transit options for South River Drive from NW 116th Way to NW 87th Avenue. The study length is approximately 7,500 lineal feet
Medley, FL

Graduate Research Assistant, Florida Atlantic University

As a graduate research assistant, worked under the supervision of my advisor developing solutions for different customers requiring technical advice from the Transportation Lab, such as FDOT and MPOs
Boca Raton, FL

Design Engineer, RQ Ingenieria - INTRA Consultores

As a design engineer, worked on traffic operations and traffic management plans, as well as pavement analysis and design
Costa Rica



MOSHIUR RAHMAN, PH.D

Traffic Engineer



Moshiur has 10 years of experience in transportation planning, traffic engineering, and policy research. His experience includes travel demand modeling, traffic safety analysis and development of traffic studies, transit research and studies, transportation planning, statistical analysis, GIS mapping and analysis. He has strong quantitative and qualitative analysis skills. He obtained his Doctorate in Civil Engineering from the University of Central Florida in 2018. He completed his dissertation in Econometric Modeling Analysis of Public Transit Ridership for the Orlando Region. He identified the factors that affect bus and rail ridership by using several exogenous variables, including stop level attributes, transportation, and transit infrastructure variables, built environment and land use, and sociodemographic and socioeconomic variables in the vicinity of the stop and conducted a before-and-after study. Additionally, Moshiur has four years of experience in the civil construction field.

YEARS WITH THE FIRM

< 1

YEARS OF EXPERIENCE

10

EDUCATION

Ph.D. in Civil Engineering, University of Central Florida, Aug 2018

MS in Civil Engineering, University of Central Florida, May 2018

BS in Civil Engineering, Bangladesh University of Engineering & Technology, Apr 2012

CERTIFICATIONS AND LICENSES

SAS Data Mining Graduate Certificate, 2017

FDOT Multi-Resolution Modeling (MRM) Training Certificate

PROFESSIONAL ASSOCIATIONS

American Society of Civil Engineers (ASCE)

Institute of Engineers, Bangladesh (IEB)

RELEVANT EXPERIENCE

South of Fifth Street Traffic Calming Study
Traffic Engineer. Analyzed the collected traffic data to identify the best locations for the traffic calming device installation based on the City criteria and guideline, crash data analysis, field review, and provided summary tables
Miami Beach, FL

17th Street Protected Bike Lanes and Busway, Transit Lanes and Shared Used Path Conceptual Design Studies
Traffic Engineer. Assisted the City in implementing it's transformative Transportation Master Plan; The project included developing creative designs to link pedestrians, bicycles, transit lanes and freight deliveries in a dense urban environment; Collaborated with team to assist them to develop concepts design connecting the island's west side to Central Miami Beach, including separated pedestrian and bicycle facilities; The final concepts included creative public art, bio-swales, permeable pavement, and traffic calming devices, including speed tables, lane narrowing and traffic circle
Miami Beach, FL

Citywide Comprehensive Traffic Calming Study
Traffic Engineer. Analyzed the collected traffic data to identify the best locations for the traffic calming device installation, crash data analysis, field review, and provided the summary tables
South Miami, FL

Safe Routes to School Applications Planner. Developed a plan to improve walking and biking environments for students traveling to and from 10 selected middle and high schools in Miami-Dade County; This project included identifying safe routes, infrastructure improvements, conceptual cost estimates, and creating a safe walking map; Analyzed the collected information to determine infrastructure recommendations for the Safe Routes to School application and recommendations for students' best Safe Route
Miami-Dade MPO, FL

FDOT D4 Transit Compliance Service Project Manager. Managed the 2020 and 2022 annual site visits and vehicle inspections; He contacted the agencies to coordinate the inspection date and guided his team; His team inspected over 600 vehicles that received Federal Transit Administration (FTA) Section 5310 and Section 5311 program fund and he also prepared the project schedule, project report and invoices for this project
FDOT D4, FL

2020 and 2022 FDOT D6 Biennial Vehicle Inventory and Inspections Planner. Assisted the project manager on 2020 and 2022 FDOT D6 Biennial vehicle inventory and inspection projects; He prepared the project schedule, completed the data analysis, prepared the draft reports, and conducted the vehicle inspection
FDOT D6, FL



SALMAN RATHORE, PE

Traffic Engineer

Salman has over 21 years of experience providing transportation engineering, planning, civil works, construction management and budgeting services. He's worked with City's Traffic Management Centre (TMC) in controlling, integrating and coordinating various transit modes (i.e. City Metro, public transportation, taxis and traffic systems control centres) with an integrated central control unit. This also includes monitoring and overseeing signals for events, incidents, transport delays, road-works and congestion via CCTV and Intelligent Transport Systems. Salman is familiar with US ITS Architecture standards and transportation systems like ramp metering, ATMS, loop detectors and actuated signals. Projects he worked on consist of civil / roadways construction work, transportation master plans and site impact analysis, land use studies, traffic impact studies and developments of regional impact (DRI), traffic operations, safety studies and signal, and stop warrant analysis.

YEARS WITH THE FIRM

< 1

YEARS OF EXPERIENCE

21

EDUCATION

Master of Science, Civil Engineering, Michigan State University

MBA, University of Central Florida

CERTIFICATIONS AND LICENSES

Professional Engineer
FL #75281
AL #30446

RELEVANT EXPERIENCE

Dubai Road and Transport Authority (RTA) Chief Engineer. Study and prepare short-term traffic solutions and plan for long-term traffic solutions to address traffic congestion/operational issues; study parking requirements and proposals in order to solve parking shortage issues and other parking related issues; evaluate and study public complaints by providing responses/solutions to RTA customer services; initiating high-level coordination with stakeholders such as Dubai Municipality etc., to ensure high level of coordination for the benefit of public and road users; review traffic impact studies and structural plans at all level sand provide recommendations; review traffic studies regarding road projects to determine operational need for intersections, bridges and to evaluate traffic methodologies carried out by the consultants in road projects; appraising preliminary and final design drawings of all transportation system infrastructure projects and highway network projects, which include detailed scrutiny of road layout, marking and locations of devices; continuous review of practices at site and taking appropriate measures to improve the system effectiveness and overall safety of the customers; and ensuring proper resources and active participation during projects handover and granting approvals for inventory and as-built drawings and subsequent follow-up of snags.
Dubai, UAE

The Corradino Group
Project Manager. Manged traffic engineering and transportation planning contracts up to \$5M; managed / advised government clients

and staff (FDOT, City of Miami Beach, City of Homestead, etc.); provided consultancy review of work as an expert in the field of traffic engineering including managing traffic engineering contracts and preparation of technical documents; represented city clients for project approval at Planning Board meetings and Commission hearings; Coordinated with clients for new business development, engineering and project management including marketing activities; and prepared RFP's, contract scope and fee estimates, mentoring/supervising junior staff and assisting with implementation of quality control processes.
Miami, FL

Traffic Planning and Design, Inc.
Project Manager for traffic studies on construction development projects ranging from \$25M - \$50M; involved in contract scheduling and project reporting to track actual completion versus target date; responsible for budget tracking, interdisciplinary coordination and forecasting; and involved in the management, analysis and documentation of various traffic engineering projects, traffic impact studies, DRIs, traffic operations studies and Comprehensive Policy Plan Amendment (CPPA) studies.
Maitland, FL

Florida Department of Transportation
Project Planner. Facilitated appropriate meetings with all stakeholders to ensure understanding of contractual obligations; assisted City's TMC; managed technical review and coordination of DRIs for various construction projects up to \$200M.
Orlando, FL

NORWING HERNANDEZ

GIS Technician



Mr. Hernandez is a recent graduate of Florida International University and has two years' experience in Geographic Information System (GIS) technologies as an intern and technician. His experience ranges from various public works projects done for the City of Weston, which included asset location inspections, area calculation of city sidewalks, and digitizing assets (mast arms, street lights, sewer lines, etc.). He also previously tutored GIS students at FIU, assisting them with data extraction and mapmaking (symbolology, choropleth, kernel density, etc.).

YEARS WITH THE FIRM

2

YEARS OF EXPERIENCE

2

EDUCATION

Bachelor of Geography, Florida International University

RELEVANT EXPERIENCE

Public Works and Utilities Department - GIS Intern:

Work involves creation and management of the City GIS data; Hybrid setting, work at own pace (data collection and field work); Log information and update datasets using City's GIS software (plotting, editing, adjusting light posts, roads, signs, etc.); And Inspect Weston's assets on ArcGIS to ensure their real-life counterparts still exist/are up to date. City of Weston, FL

Area Calculation of City Sidewalks:

Tasked with measuring total area of Weston City sidewalks in order for the City to have a financial estimate for pressure cleaning costs.

Inspection of Pole Locations and Number Plates:

Inspected Weston street light poles in order to ensure accurate location and number IDs; wrote down observations regarding conditions of poles' number plates.

Asset Tag Replacement:

Tasked with manually replacing asset tags of Weston's roads signs and updating them on Weston's database.

Area Calculations of Curbs and Medians:

Assisted GIS Analyst with calculating areas of Weston's street curbs and medians using ArcGIS Pro.

Digitizing Water and Sewer Lines:

Helped modify existing water and sewer lines in Weston's database by repositioning endpoints so that lines would connect.

Attaching PDF Documents to Assets:

Attached PDF documents (tax parcels, as-builts, etc.) to corresponding assets and edited attribute table information (pipe material, installation date, etc.)

Digitizing Mast Arms and Street Lights:

Tasked with driving to locations and digitizing Weston's intersection mast arms as well as repositioning traffic control and pedestrian signals on Arc Collector in order to accurately reflect real-world locations.

Updating and Matching of Weston's

Database's Meters:

Inspected meters throughout Weston, ensuring their locations and numbers were accurately represented in the City's GIS database.

Updating Water Line Installation Dates:

Used as-builts and Weston documents to identify installation dates of the City water lines and input them into the asset's attribute table.



Steve Graham, AICP

Principal

780 S. Sapodilla Ave, #410
West Palm Beach, FL, 33401
561 248 8185

steve@urbancompassplanning.com

www.urbancompassplanning.com

EDUCATION:

- Bachelor of Science (Geography), 1997
University of New South Wales, Sydney, Australia
- Bachelor of Town Planning (Honors), 2000
University of New South Wales, Sydney, Australia
- Diploma of Project Management, 2011
Scope Training, Australia (Registered Training Organization)

PROFESSIONAL AFFILIATIONS:

- American Institute of Certified Planners (AICP)
- American Planning Association (APA), Florida Chapter
- Palm Beach County Planning Congress
- City of West Palm Beach Downtown Action Committee, Board Member, 2016 – present

Urban Compass, West Palm Beach, Florida
Principal, Feb 2022 – present

Urban Compass is a land planning firm based in West Palm Beach, Florida, specializing in providing urban planning services to the development industry and municipal government. The company was established in 2022 by Principal and Owner, Steve Graham. Steve has over 20 years of international experience in land and urban planning services. He has worked across the breadth of urban development projects from concept to construction, while serving in municipal government and private consultancy roles. His specialties include review and assessment of development plans, comprehensive planning, neighborhood and master planning, and preparation of planning policy and regulation. His experience also extends to site planning and project management through the entitlement phases, including due diligence, site feasibility analysis, regulatory approvals, owner representation, and stakeholder consultation.

City of Deerfield Beach, Florida

Assistant Director, Planning & Development Services, March 2017 – February 2022

Principal Planner, Planning & Zoning Division, August 2016 – March 2017

Assist in managing the functions of the Planning & Zoning, Landscape, Building Services and Code Compliance Divisions, consisting of approximately 45 staff. Position involves regular communication with developers, general public, executive City staff and City Commissioners on matters related to long term planning needs of the City and development review, permitting and code compliance within the City boundaries. Primary work tasks:

- Preparation of planning policy and guidelines, including the Pioneer Grove Local Activity Center zoning regulations and design guidelines.
- Revisions to City Land Development Code to facilitate improved development outcomes. Examples of Code changes include creation of the Planned Development District to facilitate infill redevelopment, creation of architectural design criteria, creation of a medical zoning district, and commencing preparations to rezone large parts of the City currently under County zoning jurisdiction to City zoning.
- Facilitate community charette for improvements to Dixie Highway corridor and opportunities for redevelopment of the Dixie Business Residential mixed use zoning district.
- Revise policies and procedures to streamline development review.



Paul Lambert

Managing Principal

EDUCATION

Master City Planning, Massachusetts Institute of Technology;
Cambridge, Massachusetts. 1991

Bachelor of Arts, Urban & Regional Planning, Miami University;
Oxford, Ohio. 1989

Paul Lambert founded Lambert Advisory in 1995 and is engaged by clients to provide expert market, financial, and strategic guidance associated with real estate and economic development efforts. Paul's clients have included Samsung Corporation, the Queen Emma Foundation, University of Pennsylvania, Harvard University, Port Miami, as well as the cities of New York, New Orleans and Tampa. He has served as advisor to Sovereign Wealth Funds and some of the nation's largest charitable trusts. Between 2005 and 2007, Paul managed the post-hurricane Katrina neighborhood rebuilding planning process ('Lambert Plans') on behalf of the City of New Orleans. Currently, Paul is heading the development of Miami Wilds, a theme park and associated entertainment development with an estimated \$1.0 billion investment requirement adjacent to Zoo Miami. Paul holds a BA from Miami University in Ohio. As an undergraduate he was a beaver fellow at the London School of Economics and graduated from the Massachusetts Institute of Technology with a master degree in city planning.

Career

(1995-present) managing principal. Lambert Advisory LLC. Built general real estate and advisory practice from a single person firm to multi-office corporation which maintains global private and public sector client base. Primary areas of focus include market and financial feasibility analysis, economic development, joint venture and partner identification and public/private venture structuring for public and private sector clients. Extensive experience among a diverse range of real estate uses including but not limited to: housing, retail/entertainment, office, industrial, hotel, marina, recreational and cultural. Major private sector clients include Swire Properties, Simon Group, Royal Caribbean, Carnival Corporation, Mana, and Samsung Corporation. Notable public sector clients include City of Pompano Beach, Miami Dade County, City of Miami, City of Hollywood, City of Hallandale Beach, City of Ft. Lauderdale, City of Boca Raton, New York Economic Development Corporation and the City of New Orleans.

(1991-1995) consultant, senior consultant, manager. Arthur Andersen LLP/Goodkin research responsible for conducting and managing real estate and economic analysis throughout United States, the Caribbean, and Latin America in real estate services group of Arthur Andersen, LLP. Managed teams of staff related to large scale due diligence efforts. Major clients included: GE Capital, Swire Properties, Wharf Holdings, Exxon/Trammell Crow, and Arvida Properties.

Select speeches & publications

- Harvard Business School Panel Member, *Institutional & Government Sustainability Policy Trends*, 2008
- Woodrow Wilson international Center for Scholars. *Urban Poverty Alleviation Strategies*, 2004
- Center for Architecture, *New Orleans now*, New York, NY, January 2007

LAMBERT ADVISORY
DATA-GUIDED STRATEGY



Eric Liff

Lambert Advisory, Principal

EDUCATION

Bachelor of Science, Real Estate Management & Development;
University of Southern California, Los Angeles, CA. 1990

Eric Liff brings 25 years of experience providing economic and financial advisory services to both the private and public sectors. He has worked with numerous national and international corporations providing economic, strategic and investment guidance in real estate acquisition, development planning and asset repositioning. His advising work also includes mixed-use and resort development throughout the U.S., Central America and the Caribbean. Over the course of his career, Eric has served as project manager to more than fifty municipal and governmental agencies on initiatives ranging from economic development and neighborhood revitalization to complex financial and partnership structuring.

CAREER

(1999 to Present) Principal. Lambert Advisory, LLC. Principal of this global economic and real estate advisory firm. Primary areas of focus include master planning and land use strategy, market and financial feasibility analysis (including residential, commercial, hospitality, and marinas), affordable housing, transaction/partnership structuring, and operations analysis. Major private and/or not-for-profit clients include: Swire Properties, WC Bradley Companies, Madison Marquette, LendLease, among others, Notable public sector clients include City of Miami, City of Naples, Broward MPO, City of Hollywood and City of St. Petersburg.

(1998 to 1999) Director of Acquisitions. WorldStar Resorts, LLC. WorldStar is a resort/vacation ownership development Company, an entity of Starwood Capital. Responsible for acquisition and development activity, including corporate and/or asset identification, deal structuring, demand analysis, due diligence and strategic positioning.

(1996 to 1999) Manager. KPMG Peat Marwick, LLP. Manager in the Real Estate Consulting Group of KPMG Peat Marwick and actively involved in acquisition, disposition, and underwriting engagements for firms such as CS First Boston, Morgan Stanley, Prudential, and Heller Financial. Additionally, Mr. Liff has managed a number of major workout transactions and litigation related support engagements.

(1994 to 1996) Senior Consultant. Arthur Andersen, LLP. Senior consultant in the Real Estate and Hospitality Services Group. Primary responsibilities include economic, market and financial analysis for both public and private sector clients, with a specific focus on hospitality and tourism related strategic analysis throughout the United States and Caribbean.

AFFILIATIONS AND MEMBERSHIPS

- Urban Land Institute (ULI), Member since 1998 - South Florida/Caribbean District Council
- ULI Technical Assistance Panel (TAP) – South Florida/Caribbean District Council, 2011

LAMBERT ADVISORY
DATA GUIDED STRATEGY



LICENSURES AND REGISTRATION

**State of Florida
Department of State**

I certify from the records of this office that CALVIN, GIORDANO & ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on June 27, 1985.

The document number of this corporation is M17373.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 5, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixth day of January, 2023*




Secretary of State

Tracking Number: 2380348896CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.
<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



**THE AMERICAN INSTITUTE OF
CERTIFIED PLANNERS**

JAMES P HICKEY

Has qualified as a
Member

with all benefits of a Certified Planner and responsibility to the
AICP Code of Ethics and Professional Conduct.

Membership Certificate Number 015985

July 1, 2000




U.S. Green Building Council

DESIGN + CONSTRUCTION

Silvia Vargas

LEED ACCREDITED PROFESSIONAL




10282703-AP-BD+C

26 OCT 2009

23 OCT 2023

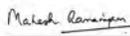
GREEN BUSINESS CERTIFICATION INC. (CERTIFIED 2017)

Luis Serna

WAS DESIGNATED BY SIGNATURE OF

LEED AP[®] Building Design + Construction

By demonstrating the knowledge and understanding of green building practice and principles needed to support the use of the LEED[®] green building program.


Malesh Ravinjan



March 11, 2020

Silvia E. Vargas, AICP
6110 SW 62nd Pl
South Miami, FL 33143

Dear Silvia E. Vargas, AICP:

On behalf of the American Institute of Certified Planners, the professional institute of the American Planning Association, we are honored to announce your election to the College of Fellows of AICP. Please accept our congratulations on this well-deserved recognition of your accomplishments and contributions to the planning profession. You will become a Fellow upon your induction during the 2020 Induction Ceremony in Houston on April 26, 2020. After your induction on April 26, you are encouraged to use FAICP after your name. As you know, use of the FAICP designation is permitted as long as you are a member in good standing of APA/AICP.

As you might imagine, the FAICP Selection Committee was charged with a challenging assignment, as reviewing the nominations of so many accomplished planning professionals is a humbling task. In completing our selection, we believe that your planning career represents the qualities that define Fellowship within AICP. We hope that, in accepting this honor as a member of the College of Fellows, you will continue to be actively engaged in advancing the future of the planning profession by serving as a role model and mentor to other planners.

As a member of the 2020 FAICP class, you are invited to be our guest at the Fellows of AICP Induction Ceremony at the 2020 APA National Planning Conference. See attachments for more details.

Again, congratulations on your selection as a Fellow of AICP. We look forward to seeing you in Houston this April.

Warm regards,

Robert Olshansky, FAICP
Chair, 2020 FAICP Selection Committee

Chicago Office: [Name], [Title], [Address], [Phone], [Email]
Washington D.C. Office: [Name], [Title], [Address], [Phone], [Email]
AICP-Fellows: [Name], [Title], [Address], [Phone], [Email]



LICENSURES AND REGISTRATION

1/21/2021 AICP Certified - AICP

Acclaim
by Credentia

This badge was issued to **Graham Long** on 8 December 2020.

Verify



AICP Certified

Issued by **American Institute of Certified Planners (AICP)**

AICP-certified planners have a high level of expertise, knowledge and ethical commitment to best serve communities. They have deep planning knowledge and significant professional achievements, including demonstrating responsibility and resourcefulness while applying a planning process, evaluating multiple impacts to a community, and influencing public decision making in the public interest. They pledge to uphold ethical standards of practice and continuously pursue professional education.

Type: Certification **Level:** Intermediate

[Additional Details](#)

Skills

Demographics And Economic Analysis University Practices

<http://www.aicp.org> <http://www.aicp.org>

This certificate hereby qualifies

David Dixon, AICP

as a member with all the benefits of a Certified Planner and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number: 028501

James M. Drinan
James M. Drinan, JD
Executive Director

Valerie Hubbard
Valerie Hubbard, AICP
President




AICP

LUIS N. SERNA

HAS QUALIFIED AS A
MEMBER
AMERICAN INSTITUTE OF CERTIFIED PLANNERS

JULY 1997

Robert H. ...
President

Luis N. Serna
Member

State of Florida
Board of Professional Engineers

Pablo Antonio Chon Kan Munoz

Has satisfactorily demonstrated qualifications in engineering fundamentals, technical subjects, mathematics, and basic sciences, and is hereby recognized as an

Engineer Intern

In Testimony whereof, witness the signature of the Chair under the seal of the Board this 26th day of July, 2022.

Scott Drey, PE
Chair




LEED AP
BD+C

10066306-AP-BD+C

10 MAR 2010

27 MAR 2024

GREEN BUSINESS CERTIFICATION INC. CERTIFIED THAT

Tammy Cook-Weedon

HAS ATTAINED THE QUALIFICATION OF

LEED AP[®] Building Design + Construction

By demonstrating the knowledge, skill, experience and green building practices and practices needed to support the use of the LEED[®] green building program.

Peter ...

Florida Department of Business & Professional Regulation

HOME CONTACT US MY ACCOUNT

1:16:06 PM 2/27/2023

LICENSEE DETAILS

Licenses Information

Name: **RATHORE, SALMAN ASLAM (Primary Name)**
Main Address: **1475 GRAYSTONE ZING ALPHARETTA Georgia 30005-7433**

License Information

License Type: Professional Engineer
Rank: Prof Engineer
License Number: 75281
Status: Current_Active
License Date: 12/14/2012
Expires: 02/28/2025

Special Qualifications

Qualification Effective
Civil: 12/04/2012

Alternate Names

[View Related License Information](#)
[View License Complaint](#)



LICENSURES AND REGISTRATION



The International Society of Arboriculture
Hereby Announces That
Michael D. Conner
Has Earned the Credential
ISA Certified Arborist®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

Carlye Robinson
CEO & Executive Director

18 February 2011	30 June 2021	FL 0777A
Issue Date	Expiration Date	Credential Number





GREEN BUSINESS CERTIFICATION INC., CERTIFIES THAT
Tammy Cook-Weedon
HAS ATTAINED THE DESIGNATION OF
LEED AP® Building Design + Construction

We demonstrate the knowledge and understanding of green building practices and principles needed to support the use of the LEED™ green building program.

Peter S. Amptex
LEED AP® CERTIFICATION
MANAGER & CEO
© 2010 GREEN BUSINESS CERTIFICATION INC.

10066306-AP-BD+C

30 MAR 2010

27 MAR 2024



THE AMERICAN INSTITUTE OF CERTIFIED PLANNERS

ALEX A. DAVID

Has qualified as a
Member

with all benefits of a Certified Planner and responsibility to the AICP Code of Ethics and Professional Conduct.

Membership Certificate Number 015933

July 1, 2000



Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

MACK, DOMINIC JAMES III
8611 GREEN CAY
WEST PALM BEACH FL 33411

LICENSE NUMBER: LA6667598
EXPIRATION DATE: NOVEMBER 30, 2023
Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.
This is your license. It is unlawful for anyone other than the licensee to use this document.



Ron DeSantis, Governor
Julie L. Brown, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

CONNOR, MICHAEL D
1601 N.E. 18TH STREET
FT LAUDERDALE FL 333093425

LICENSE NUMBER: LA0001181
EXPIRATION DATE: NOVEMBER 30, 2023
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Ron DeSantis, Governor
Julie L. Brown, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

COOK, TAMMY DAWN
32801 HIGHWAY 441 NORTH
#267
OKEECHOBEE FL 34972

LICENSE NUMBER: LA0001328
EXPIRATION DATE: NOVEMBER 30, 2023
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Subconsultants

Supplementing CGA's role as lead consultant, our Project Team also includes the following exceptional associates, who have been carefully chosen for their complementary experience, compatible philosophy, and seamless rapport:

LAMBERT ADVISORY - ECONOMY & HOUSING

Formed in 1999, Lambert Advisory has emerged as a nationally recognized economic development and real estate advisory firm. Established on a foundation of knowledge, data, and experience, Lambert works collaboratively with clients and partners to transform places and build stronger communities. Lambert has a specific practice dedicated to assisting municipalities and community and economic development agencies/organizations in strategic redevelopment.

Lambert's clients – developers, government agencies, multinational corporations, and not-for-profit organizations – seek and return to them for many reasons: the consistent quality and breadth of our knowledge, high level of senior staff involvement in their projects, fresh perspective, and ability to get all necessary parties engaged and focused on the opportunities a specific project presents. Lambert has built a specialty within its practice specifically related to economic development, strategic community revitalization, and financial evaluation.

Their experience covers a wide range of uses including but not limited to: retail, housing, entertainment/attractions, office, hotel, industrial, ports, marinas and cultural institutions; tailoring each study to the needs and uses of the community. To this, the members of their senior management team have diverse backgrounds, with extensive experience in vast range of specialty services, including but not limited to: comprehensive economic/demographic market assessments; real estate feasibility analysis (among all property uses); economic development strategies; economic impact studies; transit-oriented development (TOD) planning; and public private partnership structuring. Lambert has served as the primary economic and real estate consultant on more than 100 planning studies within the past ten years alone and their clients stretch throughout Florida, the United States and internationally.

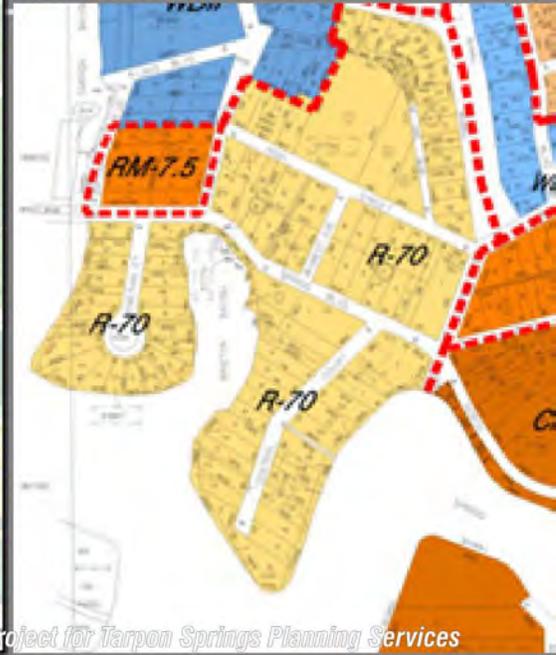
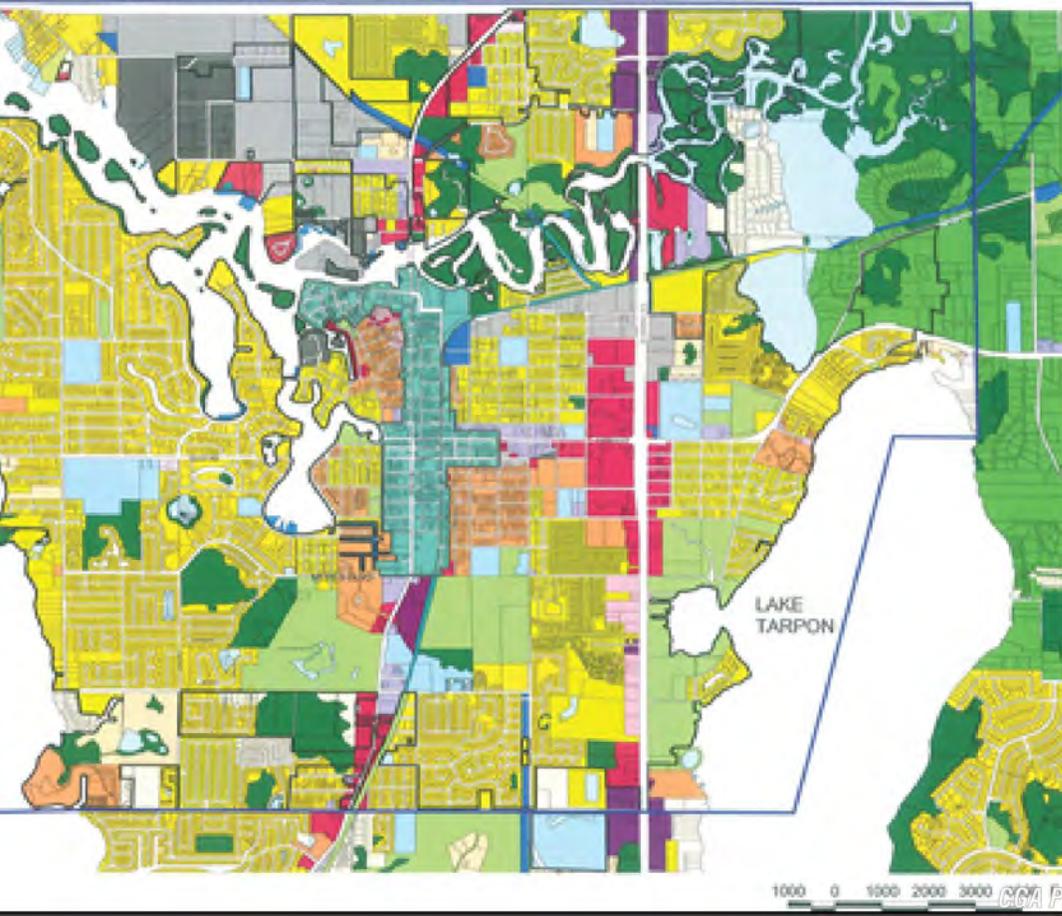
URBAN COMPASS - ADDITIONAL LOCAL PLANNING SUPPORT

Urban Compass is a small firm focused on providing land planning solutions to the development industry and municipal government. They assist clients with comprehensive, site and master planning, land use and zoning, due diligence, plan review, permitting, and entitlement services.

With their extensive experience working in both the public and private sectors, Urban Compass provides innovative solutions to move your next development or municipal planning project in the right direction.

Section 5

TARPON SPRINGS FUTURE LAND USE MAP 2025 (AMENDED FOR ORDINANCE 2012-07)



Litigation and Terminations



Section 5 - Litigation and Termination

Customer satisfaction is CGA's primary objective for every project undertaken by the firm. As such, CGA endeavors to complete each project on time and within budget. CGA is proud to assert that CGA has not failed to provide products, perform services, or furnished goods for which we have been contracted.

CGA presents the following open and closed legal claims for the last five years for the Village's examination.

Open:

- Detwiler-Erwin v. CGA: Allegation of negligent permitting, plan review, and inspection.
- Keisha Loughton-Young: Ms. Loughton-Young tripped and fell on a walkway at a facility maintained by CGA under a contract with Pembroke Pines. It is not clear if the area where the accident occurred is maintained by us. The complaint alleges negligent maintenance of the property. An answer has been filed, and the plaintiff has served discovery. An amended complaint adding Pembroke Pines as a defendant, and Pembroke Pines has tendered to CGA. Case management conference is scheduled for mid-November. The discovery is expected to start in late 2022 or early 2023.
- Keel v. CGA: Auto accident case. Significant injuries and lost wages are alleged.
- Milord v. Pembroke Pines: Slip and fall in a bathroom located at a park within Pembroke Pines. The city was sued and tendered to CGA. CGA has tendered to Dynaserv. Dynaserv's carrier denied coverage, and CGA's carrier has responded, explaining why that is the wrong conclusion.
- Gari v. CGA: Girl got hurt playing softball on a field maintained by CGA through a subcontract to Dynaserv and suffered significant leg injuries. The matter has been tendered to Dynaserv, and CGA is awaiting response.

Closed:

- Manson v. Associates of West Florida, CGA: Plaintiff hired Associates of West Florida to perform remodeling work. The work was defective, and a stop work order was issued. The defects were not amenable to easy correction. In addition, the substandard work allegedly damaged some other portions of the home. The complaint alleges that CGA negligently performed the inspections before the stop work order date.
- Peljovich v. Tower Hill Insurance/Tower Hill v. CGA: Plaintiff purchases insurance from Tower Hill. Subsequently, they noticed structural damage to their home and filed a claim against Tower Hill. Tower Hill denied the claim but brought a third-party claim against CGA. The damage is alleged to have resulted from the Town of Surfside Infrastructure Rehab project, for which CGA allegedly performed construction, design, engineering and/or construction management services.



- **Rodriguez v. Archer (CGA) & Montoya v. Archer (Deceased are Zuniga and Montalan):** These are two wrongful death complaints arising from the same alleged facts. The complaint alleges that Archer was the construction company for an FDOT project on I-95 and that CGA was contracted to provide construction engineering and inspection services. According to the complaint, CGA repeatedly advised Archer that certain excavations were not properly shored but failed to stop work pending correction by Archer. Subsequently, an excavation collapsed, killing two workers in the excavation. The lawsuit alleges negligence by CGA in connection with his death.
- **Sage Beach Condo Association v. CGA:** Action alleges construction defects. The suit involves the builder, CGA, the general contractor, subcontractors, and design professionals. Settled payment of \$22,500 for all liability to all parties.
- **Kupsis v. Cooper:** Kupsis alleges that we failed to issue a permit properly. Kupsis got a permit to put a new roof over the existing building and then tried to get a separate permit to add walls connecting the new roof to the old walls and to tear out the old roof. Our view was that this constituted improper piecemealing of the project. Settled for \$2,000.

Section 6

CREATE YOUR TOWN CENTER!

What activities do you currently do in the TCNO, if any? Place a sticker in the applicable boxes below

Live	Work	Play	Shop	Dine
 Stickers: 1 green, 1 yellow, 1 blue, 1 red, 1 yellow, 1 green	 Stickers: 1 green	 Stickers: 1 green, 1 blue, 1 red	 Stickers: 1 orange, 1 yellow, 1 green, 1 red, 1 blue, 1 red, 1 yellow, 1 red, 1 green, 1 red, 1 yellow, 1 red	 Stickers: 1 green, 1 yellow, 1 blue, 1 red, 1 blue, 1 red, 1 yellow, 1 red, 1 blue, 1 red
Go to Events	Own Property	Own a Business	Drive Thru the Area	Other
 Stickers: 1 red, 1 green, 1 blue, 1 red, 1 green, 1 red	 Stickers: 1 green, 1 yellow, 1 blue, 1 red, 1 yellow, 1 blue, 1 red	 Stickers: 0	 Stickers: 1 red, 1 yellow, 1 blue, 1 green, 1 yellow	 Stickers: 0



**EXHIBIT H
SCHEDULE OF FEES**

POSITION	HOURLY RATE
Associate/Director, Planning	225.00
Planning Administrator	183.00
Principal Planner	178.00
Planning Manager	178.00
Senior Planner	152.00
Planner	128.00
Assistant Planner	111.00
Planning Technician	86.00
Grants Administrator	183.00
Grants Coordinator	128.00
Associate/Director, Landscape Architect	225.00
Senior Landscape Architect/Urbanist	180.00
Environmental Administrator	150.00
Environmental Specialist	125.00
Environmental Assistant	115.00
Landscape Architect/Urbanist	165.00
Senior CADD Tech	135.00
CADD Technician	115.00
Landscape Inspector/Arborist	125.00
Landscape Site Plan Reviewer	170.00
Jr. Landscape Architect/Urbanist	150.00
Landscape Designer	125.00
Jr. Landscape Designer	110.00
Landscape Analyst	80.00
Multi-Media 3D Developer	135.00
GIS Specialist	152.00
Project Manager	179.00
Project Engineer	157.00
Engineer	133.00
Jr. Engineer	117.00
Sr. Project Manager	196.00
Engineering Site Plan Reviewer	179.00

APPENDIX



CGA Project for South Miami Comprehensive Plan

Required Forms

Exhibit B INFORMATION STATEMENT

Please Note: All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration)
Calvin, Giordano & Associates, Inc.

Address:
580 Village Blvd, Suite 325

City: West Palm Beach State: FL Zip: 33409

Telephone No. 561.684.6161 FAX No. 561.684.6360

Email: marketing@cgasolutions.com

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
<u>1 and 2</u>	<u>July 10, 2023</u>	<u>5</u>	<u>July 14, 2023</u>
<u>3 and 4</u>	<u>July 12, 2023</u>	<u>6</u>	<u>July 17, 2023</u>

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. If this section does not apply to your bid, simply mark N/A

Please see following page.

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the Village and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, hereby agrees that the Village shall have no liability for respondent's indirect, incidental, consequential, special or

Contract Exceptions

The CGA Contracts and Legal team have reviewed the RFQ provided by the Village of North Palm Beach, and respectfully notes the following exceptions in the table below.

Refer to:	Exception:
Page 13	<p>2. The Village of North Palm Beach expects to sign a firm fixed price contract with the successful proposer for a five (5) year period with the expectation that an additional contract will be awarded for 2 additional one-year periods subject to the mutual consent of the Village Manager and the proposer and approval of the Village Council. 5. MATERIALS: Contractor must use only materials which meet all standards given in the Specifications. Any alternate materials must be approved, in writing, by the City Engineer.</p> <p>CGA respectfully request the consideration for a CPI adjustment during the extension or any other time we see fit.</p>

red = adjustment

exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings.

Submitted by:

David Stambaugh, PE, DBIA

Name (printed)



Signature

Vice President

Title

July 26, 2023

Date

EXHIBIT C

NONCOLLUSIVE AFFIDAVIT FORM

STATE OF Florida

COUNTY OF Broward

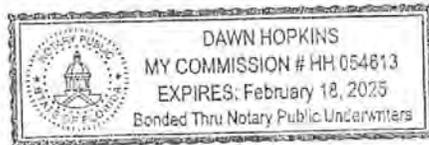
David Stambaugh, being first duly sworn deposes and says that:

1. He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting the Proposal.
2. The Proposal is genuine and is not a collusive or sham Proposal.
3. Neither the Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, have in any way, colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Proposer, firm, or person to fix the price in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price in any other Proposer; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage in the proposed Contract.
4. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Date: 07 / 26 / 2023

By *David Stambaugh*

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared David Stambaugh an authorized representative of Calvin Giordano & Assoc. Inc., well known to me and known to me to be the person(s) described in and who executed the foregoing instrument and have acknowledged before me that they executed the same. WITNESS my hand and official seal in the County and State last aforesaid this 26th day of July, 2023.



Dawn Hopkins

Notary Public - State of Florida at Large
(Printed, typed or stamped commissioned name of notary public)

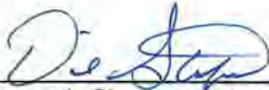
EXHIBIT D
DRUG-FREE WORK PLACE CERTIFICATION

The undersigned Contractor, in accordance with Section 287.087, Florida Statutes, hereby certifies that

Calvin, Giordano & Associates, Inc. does:
Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.



Proposer's Signature David Stambaugh, PE, DBIA

July 26, 2023

Date

EXHIBIT E
SCRUTINIZED VENDOR CERTIFICATION
PURSUANT TO SECTION 287.135, FLORIDA STATUTES

This sworn statement is submitted to the Village of North Palm Beach, Florida

by David Stambaugh, PE, DBIA, Vice President
(print individual's name and title)
for Calvin, Giordano & Associates, Inc.
(print name of entity submitting sworn statement)

whose business address is 580 Village Boulevard, Suite 325, West Palm Beach, FL 33409

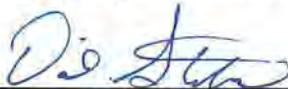
and (if applicable) its Federal Employer Identification Number (FEIN) is: 65-0013869

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

1. I hereby certify that the above-named entity:
 - A. Does not participate in the boycott of Israel; and
 - B. Is not on the Scrutinized Companies that Boycott Israel List.

Section 287.135, Florida Statutes, prohibits the Village from contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.

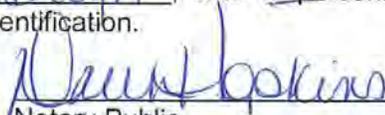
As the person authorized to sign on behalf of the above-named entity, I hereby certify that the statements set forth above are true and that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees and/or costs. I further understand that any contract with the Village for goods or services may be terminated at the option of the Village if the company has been found to have submitted a false certification.



(Signature) David Stambaugh, PE, DBIA

The foregoing document was sworn and subscribed before me this 26th day of July, 2023 by David Stambaugh, who is personally known to me or produced _____ as identification.





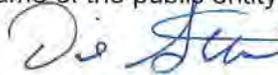
Notary Public
My Commission Expires:

EXHIBIT F
PUBLIC ENTITY CRIMES FORM

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to Village of North Palm Beach
(Print name of the public entity)

By David Stambaugh, PE, DBIA, Vice President
(Print individual's name and title)



for Calvin, Giordano & Associates, Inc.
(Print name of entity submitting sworn statement)

Whose business address is 580 Village Boulevard, Suite 325, West Palm Beach, FL 33409

and (if applicable) its Federal Employer Identification Number (FEIN) is 65-0013869
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any Proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, no jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - 4-1. A predecessor or successor of a person convicted of a public entity crime:
or
 - 4-2. Any entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a

joint venture with a person who has been convicted of a public entity crime in the State of Florida during the preceding 36 months shall be considered an affiliate.

- 5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposal applies to Proposals on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an entity.
- 6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (indicate which statement applies)

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

State of Florida
County of Broward

The foregoing instrument was acknowledged before me this 26th day of July, 2023 by David Stambaugh of Cowin, Gresham & Pappas, Inc., who is personally known to me or who has produced as identification and who did (did not) take an oath.

WITNESS my hand and official seal.

Dawn Hopkins
NOTARY PUBLIC



Dawn Hopkins
(Name of Notary Public: Print, Stamp, or type as Commissioned)

EXHIBIT G REFERENCES

PROPOSER REFERENCES	
<p>Please submit a minimum of five references in detail; give client references who have been clients (of the Proposer) for at least one year (preferably municipal governments or other governmental agencies of similar size in Florida where your company has provided same and similar services General Planning Services). The Village may contact some of the Proposer's current and former clients, both supplied by the Proposer and independently derived, to request that they validate the qualifications of the Proposer and the accuracy of the claims made by the Proposer in its Proposal, and that they assess the Proposal's ability to perform the types, level and quality of services that the Village desires. All references contacted will be asked to rate those aspects of the Proposal's performance on a scale from 0 – 5: zero (0) being poor and (5) being excellent.</p> <p style="margin-left: 40px;"> Excellent: Frequently exceeds client reference's specifications/requirements Good: Meets client reference's specification/requirements. Poor: Frequently does not meet client reference's specifications / requirements </p>	
1. CUSTOMER NAME:	City of Wilton Manors
CUSTOMER LOCATION:	2020 Wilton Drive, Wilton Manors, FL 33305
POPULATION, if Government:	11,089
CUSTOMER CONTACT PERSON :	Roberta Moore
CUSTOMER PHONE NUMBER:	954.390.2180
CUSTOMER CONTACT FAX:	954.567.6069
CUSTOMER CONTACT E-MAIL:	rmoore@wiltonmanors.com
PROJECT DESCRIPTION:	Planning and Zoning, Transportation Engineering, Landscape Architecture, and Data Technologies
2. CUSTOMER NAME:	City of Oakland Park
CUSTOMER LOCATION:	3650 NE 12th Ave., Oakland Park, FL 33334
POPULATION, if Government:	42,773
CUSTOMER CONTACT PERSON :	Peter Schwarz, AICP
CUSTOMER PHONE NUMBER:	954.630.4257
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	peter.schwarz@oaklandparkfl.gove
PROJECT DESCRIPTION:	Planning and Zoning, Transportation Engineering, Landscape Architecture, and Data Technologies
3. CUSTOMER NAME:	City of Weston
CUSTOMER LOCATION:	17200 Royal Palm Blvd., Weston, FL 33326
POPULATION, if Government:	66,097

CUSTOMER CONTACT PERSON :	Denise Barrett-Miller
CUSTOMER PHONE NUMBER:	954.385.2002
CUSTOMER CONTACT FAX:	954.385.2010
CUSTOMER CONTACT E-MAIL:	DBarrett@westonfl.org
PROJECT DESCRIPTION:	Planning and Zoning, Traffic and Transportation, Engineering, General Civil Engineering, and Survey and Mapping
4. CUSTOMER NAME:	City of Belleview
CUSTOMER LOCATION:	5525 SE 119th Street, Belleview, FL 34420
POPULATION, if Government:	5,650
CUSTOMER CONTACT PERSON :	Shawna Chancey, MPA
CUSTOMER PHONE NUMBER:	352.245.7021 ext 2107
CUSTOMER CONTACT FAX:	352.907.7708
CUSTOMER CONTACT E-MAIL:	SChancey@belleviewfl.org
PROJECT DESCRIPTION:	Professional Planning Services - Comprehensive Plan and Land Development Regulations Updates
5. CUSTOMER NAME:	City of Belleair Bluffs
CUSTOMER LOCATION:	2747 Sunset Blvd., Belleair Bluffs, FL 33770
POPULATION, if Government:	2,283
CUSTOMER CONTACT PERSON :	Debra Sullivan, MMC
CUSTOMER PHONE NUMBER:	727.584.2151
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	DSullivan@belleairbluffs-fl.gov
PROJECT DESCRIPTION:	Professional Planning Services - Land Development Code and Comprehensive Plan Updates and Site Plan Reviews



Exceptional Solutions



SAFEBUILT SOLUTIONS, INC.

A SAFEBUILT COMPANY

SUBMITTED BY

MARLIN



REQUEST FOR PROPOSAL

GENERAL PLANNING SERVICES

JULY 31 2023

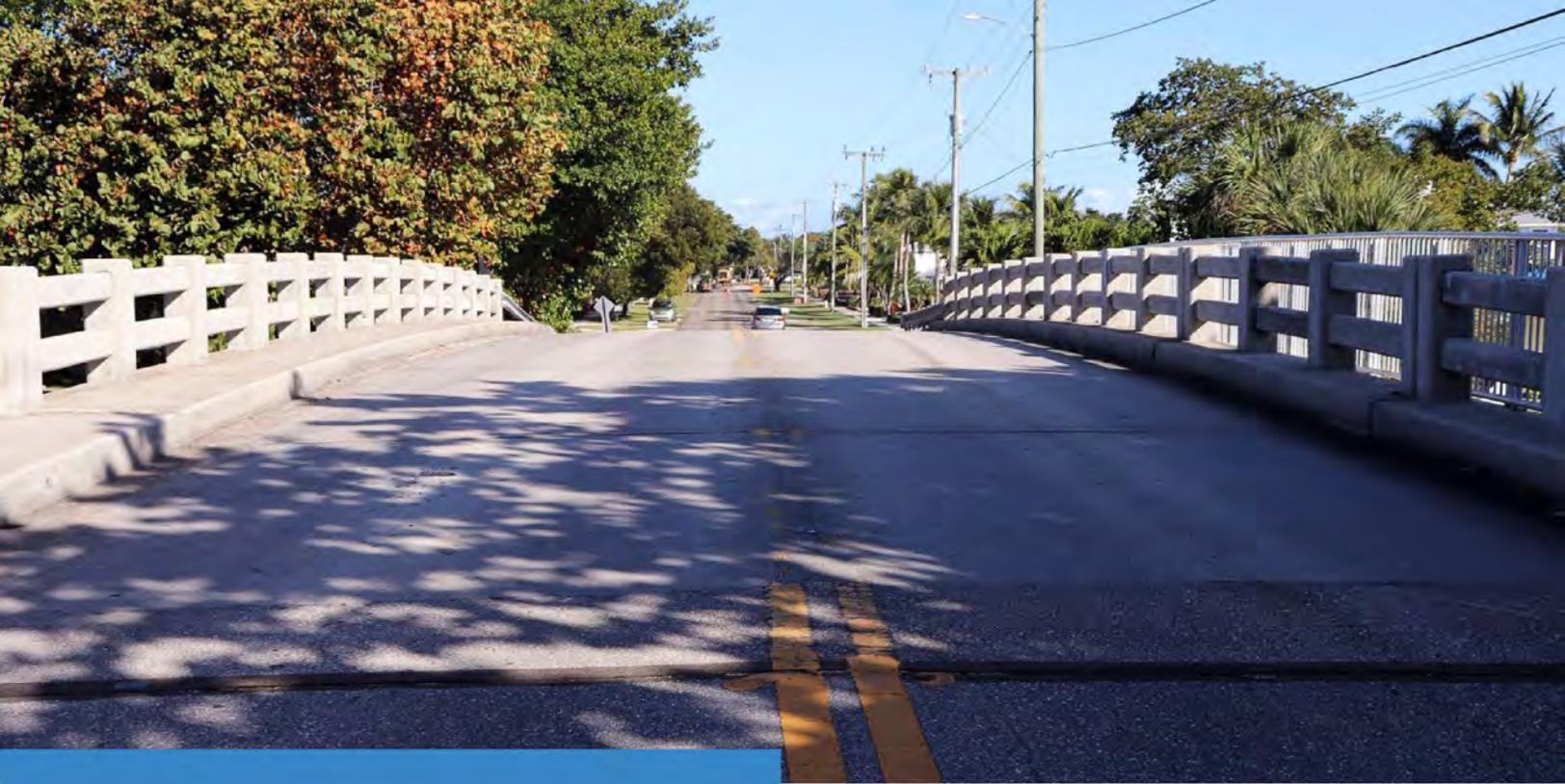
RFP 2023



1

STOP
HERE
WHEN FLASHING

STOP



GENERAL PLANNING SERVICES

RFP 2023

MARLIN Engineering, Inc.
10415 Riverside Drive, Suite 101
Palm Beach Gardens, FL 33410
561.229.0239
www.marlinengineering.com

Walter Keller, PE, AICP
Project Manager - Point of Contact
954.257.9690
wkeller@marlinengineering.com

Submitted
July 31, 2023



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July 31, 2023

Village of North Palm Beach
Village Clerk
501 US Highway One
North Palm Beach, FL 33408

Re: Request for Proposals - General Planning Services

To whom it may concern:

MARLIN Engineering, Inc. (MARLIN) is pleased to respond to the Request for Proposals with an exceptional Project Team to serve the Village of North Palm Beach for General Planning Services on an as-needed basis. The Project Team has multi-discipline expertise to provide for all the RFP's service requirements for general planning services, transportation planning and traffic engineering, LEED and sustainability assessments, architectural design review, graphic design, economic development and landscape design review and inspection services.

MARLIN has served Florida communities at the municipal, County, and State levels for more than 31 years. Institutions at each level have entrusted us with delivering innovative solutions for complex planning and transportation issues and we are especially familiar with servicing "on-call" contracts.

WHY MARLIN?

We are a Trusted Consultant. MARLIN values the privilege of serving our communities through general planning contracts. Our goal is to support the Village of North Palm Beach by providing cost-efficient services on time and within budget. MARLIN will serve as the prime consultant providing on-call response for general planning services, traffic and transportation and economic development. Gallo Herbert Architects will provide architectural design and LEED review services. Davidson Design Studio will provide landscape review and inspection services.

We are an Experienced Team. MARLIN has assembled an outstanding team to support the Village of North Palm Beach vision and has a long-term professional relationship with each of our subconsultants. The key individuals who comprise the Project Team have significant general planning services experience.

- Walter Keller, PE, AICP – Project Mgr & Chief Planner, 40+ years Planning & Transportation
- Christina Fermin, AICP – Ass't PM & Strategic Planner, 12 years Planning & Sustainability
- Kathryn Marinace, MURP – Strategic Planner, 7 years Planning & Permit Review
- Myra Patino, PE, PMP – Senior Traffic Engineer, 29 years of Traffic & Project Management
- Rafael Lagos, PE – Senior Project Engineer, 30 years of Civil Engineering & Roadway Design
- Harold Pantaleon, BSCE – Tech & Innovation Mgr, 12 years of GIS & Data Collection

MARLIN

- Tara Lee-Thompson, AS Graphic Design – Graphic Designer, 7 years of Graphics Design
- Brian Herbert, AIA, LEED AP – President, Gallo Herbert, 27 years of Architectural & LEED
- Scott Davidson, RLA – President, Davidson Design Studio, 35 years of Landscape Services

We are Passionate About Our Work. We are a dynamic multimodal engineering and planning firm with an impressive resume of successful planning projects and proven experience developing programmable and constructible concepts.

We are 100% Committed to assigning the necessary hours, expertise, and attentiveness to ensure all these services meet all goals and objectives.

No learning curve! MARLIN maintains a successful track record of delivering high-quality projects for our clients on schedule and within budget.

MARLIN offers a strong foundation of expertise in vision and design alternatives for this contract. We have the planning experience, the desire, and the dedication to exceed the Village of North Palm Beach needs, and we look forward to building a strong partnership through this contract.

We understand that general planning services contracts require a depth and breadth of staff to meet the needs of a broad scope of services. We have designed our team to meet those challenges and exceed your expectations.

Walter Keller, PE, AICP, will be the Project Manager for this contract. Walter resides in Stuart and has been responsible for providing general planning services to several Florida coastal jurisdictions such as Pompano Beach, Surfside, Hillsboro Beach, Palm Beach Shores, Mangonia Park and Lauderdale by the Sea. He can be reached at 954.257.9690 or via email at wkeller@marlinengineering.com. We hope our response leaves you sharing our belief that the interests of the Village of North Palm Beach and those you serve will be best fulfilled by the **MARLIN** project team.

The proposal submission is valid for sixty (60) days. We sincerely appreciate the opportunity to present our qualifications and look forward to serving as your trusted consultant.

Sincerely,



Ramon Soria, PE
President/CEO of MARLIN Engineering, Inc.

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4. DETAILED TECHNICAL PROPOSAL





4.1

INTRODUCTION LETTER



MARLIN FACTS

FOUNDED IN 1991

MARLIN Engineering, Inc. was founded in 1991 by President, Owner, and CEO Ramon Soria, PE. Since then, we have served the State of Florida for over 32 years.



PRIMARY MARKETS

MARLIN is proud to serve and connect our communities in South Florida and beyond. We primarily deliver solutions in Transportation and Municipal and markets.



QUALIFICATIONS OF PERSONNEL

Civil Engineers	14
Structural Engineers.....	2
Traffic Engineers.....	7
Transportation Planners.....	9
Construction Inspectors.....	4
Certified Bridge Inspectors	24
Data Analytics Specialists.....	9
Technicians/Analysts.....	15
Surveyors.....	8
General Contractors	2
Administrative.....	17

TOTAL: 111 EMPLOYEES



LICENSED IN THE STATE OF FLORIDA

MARLIN is a **State of Florida Corporation** licensed to provide transportation planning, engineering, and surveying services, since August 22, 1991.



COMPANY ADDRESS

10415 Riverside Drive, Suite 101
Palm Beach Gardens, FL 33410
O: 561.229.0239



WEBSITE

www.marlinengineering.com



PRIMARY PERSON
WALTER KELLER, PE, AICP
Project Manager

D 954.257.9690
E: wkeller@marlinengineering.com

OUR FIRM, YOUR TEAM

MARLIN Engineering, Inc. (MARLIN) is a full-service consulting firm with a highly qualified and passionate team of experts who provide professional planning, traffic, and design services.

Our success lies in our passion and dedication to providing our communities with solutions that connect people, increase mobility, foster smart growth, and support economic development through innovation and collaboration.

We are 100% committed to serving the Village of North Palm Beach. Given our proximity to the project location, we can address questions and concerns immediately. Our experience allows us to perform successfully on all of our contracts, responding promptly and being available when needed.



FORT LAUDERDALE
**Corporate Headquarters
 & Primary Project Management**
 3363 W Commercial Blvd.
 Suite 115
 Fort Lauderdale, FL 33309
 O: 954.870.5070

MIAMI
 6840 NW 77th Court
 Miami, FL 33166
 O: 305.477.7575

PALM BEACH GARDENS
 10415 Riverside Drive
 Suite 101
 Palm Beach Gardens, FL 33410
 O: 561.229.0239

ORLANDO
 3801 Avalon Park East Blvd
 Suite 200
 Orlando, FL 32828
 O: 689.407.4510

TAMPA
 505 Westbrook Avenue
 Brandon, FL 33511
 O: 813.298.0266

TALLAHASSEE
 1882 Capital Circle NE
 Suite 106
 Tallahassee, FL 32308
 O: 850.216.3270

PROJECT MANAGER

Our team has the experience and professional knowledge to accomplish the categories identified in the Scope of Services.

WALTER KELLER, PE, AICP is an experienced, proactive, and hands-on Project Manager for this contract with 41 years of experience in Municipal and Urban Planning, Land Use Planning, Development Review, Civil Engineering and Expert Witness Services. He has been responsible for major comprehensive and transportation plans, socioeconomic forecasts and operational studies, site and construction plans for land development and roadway projects, impact fee studies and governmental review services.



WALTER KELLER, PE, AICP

MARLIN is a State of Florida Corporation since August 22, 1991. Below is a copy of our Corporate Charter Registration, as requested in Section 1.

2023 FLORIDA PROFIT CORPORATION ANNUAL REPORT		FILED	
DOCUMENT# S74791		Apr 05, 2023	
Entity Name: MARLIN ENGINEERING, INC.		Secretary of State	
Current Principal Place of Business:		9912808173CC	
3363 W COMMERCIAL BLVD SUITE 115 FORT LAUDERDALE, FL 33309			
Current Mailing Address:			
15600 SW 288TH STREET SUITE 301 HOMESTEAD, FL 33033 US			
FEI Number: 65-0279601		Certificate of Status Desired: Yes	
Name and Address of Current Registered Agent:			
BAYONA, CAROLINA S 3363 W COMMERCIAL BLVD SUITE 115 FORT LAUDERDALE, FL 33309 US			
<small>The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.</small>			
SIGNATURE: CAROLINA S BAYONA		04/05/2023	
<small>Electronic Signature of Registered Agent</small>		<small>Date</small>	
Officer/Director Detail :			
Title	PTD	Title	VD
Name	SORIA, RAMON	Name	BECK, KEVIN
Address	3363 W COMMERCIAL BLVD STE 115	Address	3363 W COMMERCIAL BLVD STE 115
City-State-Zip	FORT LAUDERDALE FL 33309	City-State-Zip	FORT LAUDERDALE FL 33309
Title	S		
Name	BAYONA, CAROLINA S		
Address	3363 W COMMERCIAL BLVD SUITE 115		
City-State-Zip	FORT LAUDERDALE FL 33309		
<small>I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath, that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like attachments.</small>			
SIGNATURE: RAMON SORIA		PRES	
<small>Electronic Signature of Signing Officer/Director Detail</small>		<small>Date</small>	
		04/05/2023	



We hope that our response leaves you sharing our belief that the Village of North Palm Beach interests and those you serve will be best fulfilled with our qualified MARLIN team.

Respectfully,

MARLIN Engineering, Inc.

Ramon Soria, PE
President & CEO



4.2 APPROACH TO SCOPE OF SERVICES



4.2

APPROACH TO THE SCOPE OF SERVICES

1) OVERALL APPROACH AND METHODS TO ACCOMPLISH THE GENERAL PLANNING SERVICES

MARLIN Engineering, Inc. (MARLIN) is uniquely qualified to provide Planning Consultant Services to the Village of North Palm Beach based on the many years of experience at other municipal assignments, a passionate Project Team, the use of “State of the Art” resources and the backing of the firm’s owner, Ramon Soria, who will serve as the Principal-in-Charge, to “do what it takes to do it right.”

MARLIN and the key planning staff who will be assigned to the North Palm Beach Planning Services effort have many years of valuable multi-disciplined planning experience working with municipal boards, citizen committees, municipal staff and elected officials. Two subconsultants have been added to the Project Team: Gallo Herbert Architects; and, Davidson Design Studio. Gallo Herbert Architects (GHA) will provide architectural review and LEED services. Davidson Design Studio (DDS) will provide landscape design review and landscape inspection services. With the addition of GHA and DDS, the Marlin Project Team can provide professional services for all RFP Service Areas: General Planning Services; Traffic Engineering and Planning; Architectural Design Review and LEED Review Services; Graphic Design; Economic Development Planning and Research; and, Landscape Plan Review and Inspection Services.

Upon a Notice To Proceed an initial meeting will be held with the Village to refine the expected services areas desired and obtain input regarding the organizational structure for the Village development review, report formats, cut-off dates for agenda packages, the Comprehensive Plan, Land Development Regulations and the Village’s Vision. Walter Keller, PE, AICP, will be the Project Manager for this effort and will also participate in planning efforts as the Chief Planner. Walter has extensive experience in municipal planning, comprehensive planning, traffic and transportation, land development and impact fees. Christina Fermin, AICP, will serve as Assistant Project Manager and

Strategic Planner and participate in the planning efforts. Christina has considerable experience in plan review, areawide planning studies, public involvement and sustainability. Kathryn Marinance will serve as Strategic Planner and participate in Village planning efforts. These three key individuals have many years of successfully providing professional consulting services to public and private planning, zoning and development review efforts.

We are municipal planning experts and we know that services will be varied to the particular assignment and as extensive as desired by the Village. Our Team’s multi-disciplined capabilities and qualifications will be beneficial in successfully completing time and policy sensitive assignments. For each type of work, a scope of work and graphic flowchart will be prepared for the Village to identify the planning services which will be provided and lines of communication will be specified.



2) WORKING KNOWLEDGE OF THE VILLAGE OF NORTH PALM BEACH

MARLIN has a local office in Palm Beach Gardens. The Project Manager for this effort, Walter Keller, PE, AICP, was born and raised in West Palm Beach and has previous planning experience working with the Cities of Boca Raton and Delray Beach and the Towns of Palm Beach Shores and Mangonia Park. Walter was also Project Manager for the former Palm Beach County-wide Planning Council’s traffic and planning analysis for 6 large Geographical Areas of Exception (GAE).

3) DESCRIBE THE CURRENT WORKLOAD OF EACH PERSON WHO WILL BE INVOLVED IN THE PROPOSAL



MARLIN has relevant experience with **on-call contracts** and understands that communication and commitment are critical to our client relationships.

Our breadth of experience allows us to perform successfully on all contracts, respond in a responsible and timely manner, and be available when needed. We have developed a management system that will enable us to supervise and streamline projects simultaneously.

MARLIN utilizes a staff schedule planning calculator based on projected workloads to ensure our client’s desires are met, maintaining our reputation for completing projects on-time. Many organizations have difficulty defining staffing requirements, but MARLIN’s planning method has enabled our organization to preserve consistent staffing numbers to respond to our client’s needs and requests. This innovative method of staffing has allowed us to determine the number of productive hours for each staff member, calculate the number of hours required to address projected workloads and establish the optimal number of staff necessary to complete each project.

The MARLIN team members shown in the organizational chart were selected for their experience with similar projects and their availability to assume major technical responsibilities within your contract schedule. We have additional staff with the technical expertise needed to ensure the timely completion of any assignments under this contract. *With MARLIN, you get a firm with available personnel to complete your projects and the backup personnel to deal with any unforeseen circumstances.*

We are 100% COMMITTED to serving the Village. Walter Keller, PE,AICP MARLIN’s Project Manager, will be available 24/7.

The assigned staff is fully AVAILABLE to accomplish all tasks assigned under this contract with the utmost quality.

MARLIN personnel currently have excess capacity in their workloads and are ready to begin working on this contract We have staff hours to put towards new agreements, and we are prepared to complete work on your desired timeline.



4) SUMMARIZE OTHER PROPOSER RESOURCES AVAILABLE TO MEET THE VILLAGE'S NEEDS

IN-HOUSE DATA COLLECTION AND DRONES – MARLIN has in-house data collection and analysis services. Good planning requires good data! MARLIN staff are experts in data collection and analysis, including census, transportation, infrastructure, traffic, economic, and other types of data. Our team has unparalleled data collection and data processing experience. Harold Panteleon will lead our data collection team. Harold has 12 years of experience and is a Federal Aviation Administration (FAA) Drone Pilot. MARLIN has complete data collection services in-house, which will provide cost and scheduling efficiencies as we can review and respond to utilization data opportunities immediately. We utilize a comprehensive set of data collection devices, including:

- Drones for overhead views of traffic, pedestrian, bicycle, and transit movements
- Video and video detection software to capture vehicle, pedestrian, bicycle, and transit movements
- Roadway tube counters that collect vehicle classification counts to identify cars, motorcycles, and all categories of truck sizes and axles
- MIOVision cameras to perform intersection counts for pedestrians, bicycles, trucks, buses, and cars
- Bluetooth detection devices to track origins, destinations, and paths within and through a study area
- Surveys of residents, transit riders, businesses and visitors Census and American Community Survey Data for demographic and housing data

IN HOUSE SURVEY – MARLIN has in-house surveying and mapping services. MARLIN recognizes the importance of quality, accuracy, and timeliness from field surveys and data collection to locating utilities. MARLIN is fully equipped with cutting-edge technology to assist the City in any surveying and mapping tasks the City may need, including a VaXcavator System, RTK-GPS Utility Survey Location System, and GIS Software.

- LTA/ACSM
- As-Built Survey
- Boundary Survey
- Construction Layout
- Drainage Survey
- Elevation Certificates
- GPS-Global Positioning System
- Hydrographic Survey
- Land Survey
- Mortgage Survey
- Planimetric Survey
- Right of Way Mapping
- Roadway Design Survey (Alignment, Right of Way Lines, Construction, Utilities & Drainage)
- Subdivision Layout, Planning & Platting
- Subsurface Utility Engineering (Location & Identification)
- Topographic Survey (Digital Terrain Model)
- Utility Coordination
- Wetland line Survey

TRANSPORTATION PLANNING MARLIN understands that thoughtful and creative solutions are essential to improving transportation performance. Our Transportation Planning team takes a multimodal approach to planning and developing modern transportation systems for Florida's diverse and growing population.

MARLIN specializes in providing transportation planning services tailored to local and state governments and private organizations. Our staff will ensure that all design plans and transportation studies comply with local and federal regulations and are consistent with community values and the context of the built environment. From traffic analyses to urban mobility studies, our vision remains the same: to provide efficient, affordable, and safe transport solutions for today and future generations.



Services provided include:

- Access Management/Functional Classifications
- Bicycle/Pedestrian Master Plans
- Complete Streets
- Community Outreach/Public Involvement
- Demand Analysis
- Data Mining/Management
- Freight Assessments & Studies
- Interchange Proposal Review & Development
- Legislative/Regulative/Policy Analysis
- Mobility Study & Modal Application
- Multi-Modal Corridor Analysis & Transportation Studies
- Park & Ride Lot Assessment
- PD&E Studies
- Public Outreach
- Safe Routes to Schools
- Site Impact & Growth Management Reviews
- Traffic Calming Design
- Transit Corridor & Station Area Studies
- Transit-Oriented Development

ARCHITECTURAL/LEED

Our subconsultant, Gallo Herbert Architects will manage tasks related to LEED, Sustainability Consulting and Architecture. They are a multifaceted group of design and planning professionals dedicated to applying their talents in extraordinary ways. They create meaningful experiences for users by designing spaces that enhance living, working and recreating. Gallo's Team members are experts in mitigating the turbidity of the design and construction process such that the journey from vision to reality is seamless, educational and fun. Some of the services provided are:

- Planning & Site Planning
- Government Processing
- Programming
- Prototype Adaption to Florida Sites
- Complete Architectural & Engineering Services
- Adaptive Re-Use
- Owners Authorized Representative
- Peer Review
- Graphic Design
- Feasibility Analysis
- Conflict Resolution & Expert Testimony
- LEED Certification

LANDSCAPE SERVICES

Our subconsultant Davidson Design Studio, Inc., will oversee tasks related to Landscape Architectural and Site Planning. They are dedicated to a high level of design and customer service. They provide the following services:

- Landscape Architectural
- Master Planning & Site Planning
- Hardscape Design
- Planting Design
- Irrigation Design
- Site Analysis & Selection
- Land Use
- Zoning
- Landscape Lighting Design
- Artwork and Sculpture Selection
- Water Feature Design
- Plant and Material Selection
- Site Furnishings
- Construction Phase Services

5) PROVIDE INFORMATION REGARDING ANY PROPOSED INNOVATIVE CONCEPTS THAT MAY ENHANCE VALUE AND QUALITY OF THE PROPOSED WORK

MARLIN embraces the principles of sustainability and is dedicated to providing a healthy environment for our clients and employees. We strive to develop environmentally, economically, and socially sustainable design solutions that meet the needs of the community and our clients. As part of our overall commitment to minimizing waste and increasing sustainability we Reduce, Reuse and Recycle whenever possible!



The MARLIN team approach to sustainable planning design will incorporate considerations for the context of history, ecosystems, scenery and transportation (vehicular), and pedestrian needs. The focus of these designs will minimize environmental impacts,

create “Green Spaces,” promote the use of shade trees, including bioswales, rain gardens, permeable and reclaimed pavement, reduce maintenance, and utilize local resources. Christina Fermin, AICP has provided resiliency support services to FDOT and local communities. Christina developed a Sustainability Plan and helped create the Environmental Advisory Committee, where she was also staff liaison to at the City of Pembroke Pines. During her time with the City of Coral Springs she was the sustainability coordinator and was responsible for spearheading the City’s sustainability initiatives, created content for the sustainability initiatives webpages, successfully registered the City has a Gold Certified Florida Green Building Coalition’s Green Local Government and was the staff liaison for the Sustainability Stewards of Broward for both cities. During her time with MARLIN, Christina has provided sea level rise analysis for several coastal cities and continues to provide support services to FDOT District 4.

In addition to traditional data sources, we are now leading the industry, utilizing cutting-edge artificial intelligence video detection technology to track and count pedestrian and bicycle behavior. The graphic to the right shows a roll-up of 12 hours of activity on Wilton Drive at Fort Lauderdale High School. The data shows the crossing patterns of pedestrians (in yellow) and bicycles (in red).



Many pedestrians and bicycles (144) are attracted to the new mid-block crossings, while a significant number (66) still choose to walk outside the mid-block crossing. We believe this technology will allow us to objectively review and develop bicycle and pedestrian

safety mitigation projects under this contract.

MARLIN is also very familiar with the strengths and weaknesses of “Big Data” sources, including NPMRDS, INRIX, HERE, WAZE, Streetlight, and Replica for system monitoring, performance measures reporting, and congestion assessment. ITS, Bluetooth, Wi-Fi, location-based service, and connected vehicle data will add further options for refined traffic and safety monitoring and assessment. “Big Data” allows us to measure travel time and speed, monitor pedestrian and bicycle activities and trajectories, understand travels’ origin-destination patterns, diagnose vehicle dynamics at crash locations, and detect and respond to incidents. As a team, we have been involved in various project applications and research using all emerging transportation “Big Data” and are extremely familiar with their platforms, availability, coverages, and limitations.

In addition to transportation data, MARLIN understands how to access, analyze and review demographic and census data, including American Community Survey (ACS), Longitudinal Employer–Household Dynamics (LEHD) data, and data released by the National Oceanic and Atmospheric Administration (NOAA), the United States Army Corps of Engineers (USACE), the Florida Department of Economic Opportunity (DEO), the United States Department of Housing and Urban Development (HUD), among several others to review and analyze different trends and patterns for communities, cities and regional areas.

6) ANY FAVORABLE COST CONTAINMENT APPROACHES OR ADDITIONAL OR ALTERNATIVE IDEAS THAT MAY BE SUCCESSFUL IF IMPLEMENTED BY THE VILLAGE

MARLIN is adept at scaling staffing requirements to meet required budget requirements. Previous experience in general planning service agreements have utilized the following funding approaches: monthly retainer; purchase orders for specific tasks or studies; lump sum agreements; and, hourly rates with upset limits. Many of our agreements are funded by cost recovery agreements where the individual developer will fund the development review costs for the respective project. The Project Team will work with the Village to meet budget requirements.



4.3 WORK EXPERIENCE



4.3

WORK EXPERIENCE

Our team has the experience and professional knowledge to accomplish the categories identified in the Scope of Services.

MARLIN prides itself in providing **high-quality services that result in projects being completed on time and within budget.** We have a proven record of success on similar contracts. We have worked in most of the municipalities throughout South Florida and have collaborated with our clients in their quest to provide a **safe and beautiful place to live and improve the quality of life of the community.** We understand the keys to success for this contract by providing deliverables that are innovative, consistent with the goals of the community and at the same time are delivered within budget. We have experience working with regulatory agencies and compliance with all agency laws and regulations.

EXPERIENCE WITH MUNICIPALITIES

MARLIN has served multiple municipalities and understands the keys to success for these types of contracts. We have experience working with local, state, and federal regulatory agencies and are experts in permitting and compliance with all agency laws and regulations. As prime consultant, MARLIN has held more than **50 General Engineering and Planning Consultant services contracts** and has performed flawlessly. We have created a partnership and fostered a long-lasting relationship with our clients. The list below features our public client list for whom we have performed similar services to those requested in the RFQ:



<ul style="list-style-type: none"> City of Aventura City of Deerfield Beach City of Fort Lauderdale City of Hollywood CRA City of Parkland Broward Metropolitan MPO City of Coral Gables City of Delray Beach City of Deltona City of Doral City of Miami 	<ul style="list-style-type: none"> City of Miami Beach City of North Miami Beach City of South Miami Town of Cutler Bay Town of Miami Lakes Village of Palmetto Bay Village of Pinecrest Miami-Dade County Miami-Dade College Miami International Airport Miami Shores Village 	<ul style="list-style-type: none"> Miami-Dade TPO City of Oakland Park City of Palm Beach Gardens City of Port St. Lucie Indian River County Lake Worth Drainage District Florida Department of Transportation (FDOT) All Districts Florida Turnpike Enterprise
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CLIENT & PARTNER TESTIMONIALS

At MARLIN, client satisfaction is of the utmost importance. We are dedicated to fostering strong, steadfast relationships with our public clients and private partners. On the following pages, we have provided testimonials that illustrate our commitment. We look forward to building a strong relationship with the Village of North Palm Beach.

“



I want to recognize [MARLIN's] efforts on delivering the Miami-Dade Freight Plan Update to the 2045 LRTP Steering Committee.

It was right on point, very well balanced and elevated this freight subject, a couple of notches, from our previous 2014 update.

CARLOS ROA

Miami-Dade Transportation Planning Organization

“



[MARLIN is] wonderful to work with. [Staff] are a real class act and I have enjoyed working on this project with you.

MELISSA ZOLLA

The Firefly Group

“



I can confidently say that MARLIN Engineering [has] been an excellent consultant firm providing deliverables as scheduled and within budget. The staff is of the up most professionalism, proficient, available to the client whenever they are requested and with a positive attitude toward any issues. I strongly recommend MARLIN Engineering based on their talented staff and the high quality of their work.

BARBARA MESA VALDES

Miami-Dade County Department of Transportation & Public Works

“



We have enjoyed and appreciated the opportunity. I want to give you high remarks with your thoroughness, dedication, and dependability.

UNITED STATES DEPARTMENT OF TRANSPORTATION

Federal Highway Authority



[It's] nice to be a part of such a professional team and product.

DANIEL SORROW, PLA, AICP, LEED AP BD+C
Cotleur & Hearing



This firm showed high-quality work and commitment to the project.

JOSIEL FERRER-DIAZ, PE
City of Miami Beach



MARLIN Engineering provided the requested service on time and on budget and always responded when needed.

MOSHE ANUAR
Hollywood Community Redevelopment Agency



Thank you for helping us become the first Diamond Bicycle Friendly Business in the State of Florida!

MACK CYCLE AND FITNESS
Miami, FL



3481 S.E. Willoughby Boulevard, Suite 101
 Stuart, Florida 34994
 (772) 221-1498
<http://www.martinmpo.com>

DOUG SMITH, CHAIR	MARTIN COUNTY COMMISSIONER	EDWARD V. CIAMPI	MARTIN COUNTY COMMISSIONER
STACEY HETHERINGTON, VICE CHAIR	MARTIN COUNTY COMMISSIONER	HAROLD JENKINS	MARTIN COUNTY COMMISSIONER
TROY MCDONALD	CITY OF STUART COMMISSIONER	JAMES W. CAMPO	SEWALL'S POINT COMMISSIONER
MERRITT MATHESON	CITY OF STUART COMMISSIONER	ANTHONY DOWLING	INDIANTOWN COUNCIL MEMBER

September 28, 2021

Subject: Recommendation for Marlin Engineering Planning Inc. Planning Services

To Whom it May Concern:

I am pleased to prepare this correspondence to recommend Marlin Engineering Inc. (MARLIN) for local and regional multi-modal transportation planning services. MARLIN has been selected for the last two cycles of the Martin Metropolitan Planning Organization's (MPO) Transportation Professional Services Contract advertisements and has been on-board working for the MPO since December 2015. MARLIN has been authorized to work on six separate work orders, five of which have ranged between \$60,000 to \$100,000.

MARLIN has produced outstanding products for the MPO that are both creative and innovative. I would highly recommend MARLIN for local and regional multi-modal transportation planning services.

Sincerely,

Beth Beltran
 MPO Administrator



Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons with questions or concerns about nondiscrimination, or who require special accommodations under the American with Disabilities Act or language translation services (free of charge) should contact Ricardo Vazquez, Senior Planner (Title VI/Non-discrimination Contact) at (772) 223-7983 or rvazquez@martin.fl.us. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.



CITY MANAGER'S OFFICE

Horacio Danovich, GO Bond & Innovation District Director
E: horacio.danovich@copbfl.com | P: 954.786.7834 | F: 954.786.7836

September 28, 2021

RE: **Marlin Engineering**

3363 W. Commercial Blvd., Suite 115, Fort Lauderdale, FL 33309

To Whom It May Concern,

The above-referenced firm has been assisting the City of Pompano Beach with professional engineering services related to numerous roadway improvement projects including, but not limited to, Riverside Drive and Powerline Road. These multi-million dollars projects require retaining service providers with thorough knowledge and understanding of State of Florida Department of Transportation (FDOT), Broward County Traffic Engineering (BCTED) and City of Pompano Beach land development laws and regulations.

In their capacity acting as the project's Engineer of Record, the firm is responsible to evaluate, design and/or coordinate with others regarding site development and roadway and building construction. The Engineer supervises the overall design, inspects facilities and provides subsequent certification of each project. During the course of the aforementioned designs, the Engineer is asked to assist with development review associated with land use and zoning classifications, urban design elements, analyze the relationships between the buildings and streetscape environment, and perceived needs for furnishings. Moreover, the Engineer coordinates with a Landscape Architect to be mindful of plant materials, location and feasibility of paving materials, low maintenance design alternatives, opportunity for bicycle facilities, etc., to avoid and/or limit any conflicts with other elements.

Upon receiving direction by City Staff and under my direct supervision, the firm helps to produce construction documents to be used to bid each project. The plans are approved by FDOT, BCTED and the City, and we stress the importance to avoid changes in scope, change orders, or adjustments due to budget issues, except for City-directed changes.

The process to select Marlin is handled by our Purchasing Division, but steps to ensure equitability and fairness are adopted across various departments. Marlin was recommended by a diverse group of City Staff with intimate knowledge and understanding of engineering and

pompanobeachfl.gov

100 West Atlantic Boulevard | Pompano Beach, FL 33060 | Phone: 954-786-4600



CITY MANAGER'S OFFICE

Horacio Danovich, GO Bond & Innovation District Director
E: horacio.danovich@copbfl.com | P: 954.786.7834 | F: 954.786.7836

architectural sciences. Staff evaluated Marlin team members' qualifications and experience and compared them to other applicants before recommending the firm for our projects.

The City has no reservations recommending the firm's services.

Horacio Danovich

GO Bond and Innovation District Director



GENERAL PLANNING SERVICES

SURFSIDE, FLORIDA

.....

MARLIN currently provides all planning services for the Town of Surfside. Services include development review, Planning and Zoning Board administration, staff reports for Planning and Zoning Board applications, zoning interpretation and review, Business Tax License review, permitted uses, comprehensive plan services, presenting planning items at Town Commissions, special studies, and responding to residents and developer requests.

CLIENT

Town of Surfside

SERVICES

Town Planning
Development Review
Zoning Services

REFERENCE

Hector Gomez
Town Manager
305.861.4863 Ext 232
hgomez@
townofsurfsidefl.gov

DATES

11/2020 - 11/2023

COSTS/FEES

Professional:
\$250,000.00

KEY PERSONNEL

Walter Keller, PE, AICP
Christina Fermin, AICP
Kathryn Marinace





CLIENT

City of Port St. Lucie

SERVICES

- Conceptual Design
- Corridor Planning
- Cost Estimates
- Data Collection
- Public Outreach
- Landscape Architecture

REFERENCE

Jennifer Davis
772.344.4342
jdavis@cityofpsl.com

DATES

07/2020 - 08/2021

COSTS/FEES

Contract Limit:
\$149,999.00

KEY PERSONNEL

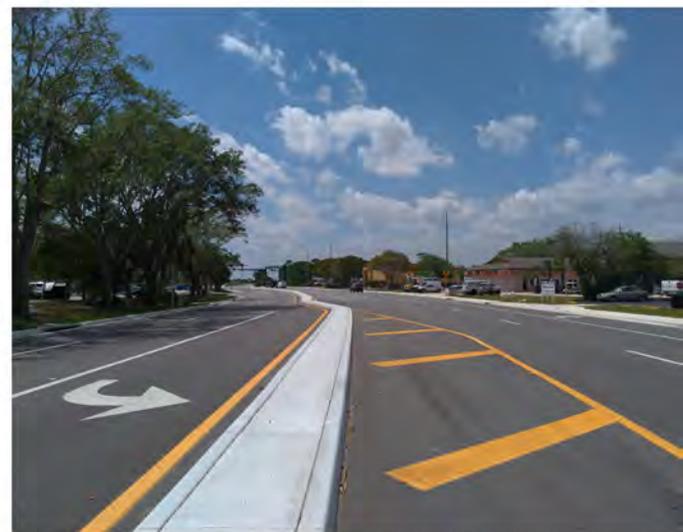
Christina Fermin, AICP
Myra Patino, PE, PMP
Moshiur Rahman, PhD
Ashok Sampath

VILLAGE GREEN DRIVE MASTER PLAN

PORT ST. LUCIE, FLORIDA

MARLIN prepared a Master Plan which identified and assessed existing transportation and infrastructure conditions along Village Green Drive. Recommendations included multimodal transportation improvements, placemaking techniques, and landscape treatments.

MARLIN prepared a conceptual Master Plan for the Village Green Drive corridor and investigated the impacts of multiple concepts on pedestrian and bicycle safety, right-of-way impacts, utilities, and neighboring communities. Two typical sections were provided with a corridor rendering and 15% design plan sheet of the preferred alternative was created.





TRAFFIC ENGINEERING SERVICES & DEVELOPMENT REVIEW COMMITTEE ASSISTANCE

CLIENT

City of Pembroke Pines

SERVICES

Traffic Engineering

REFERENCE

Karl Kennedy, PE, CFM
City Engineer
954.518.9040
kkennedy@ppines.com

DATES

09/2020 - 09/2023

COSTS/FEES

Professional:
\$72,126.00
Contract Limit:
\$85,000.00 per year

KEY PERSONNEL

Myra Patino, PE, PMP
Walter Keller, PE, AICP
Eva Marin, EI
Ashok Sampath

PEMBROKE PINES, FLORIDA

MARLIN provides engineering reviews of traffic issues associated with new and modified projects for the Development Review Committee (DRC) and performs traffic engineering reviews of projects submitted for permitting.

MARLIN also performs miscellaneous traffic analysis and traffic engineering study services along with engineering reviews of projects submitted for permitting for compliance with City Standards, Codes, and Engineering Standards as requested by the Planning and Economic Development and Engineering Departments on an as needed basis. Studies include roadway capacity analysis, signal warrant studies, roadway safety studies, roadway geometric design, and peer review services for general compliance.



GENERAL PLANNING AND ENGINEERING CONSULTANT

MIAMI BEACH, FL

MARLIN served as General Engineering Consultant to the City of Miami Beach providing professional planning and engineering services.

RELEVANT PROJECTS

Chase Avenue/34th Street Shared Use Path. Completed a feasibility analysis for Chase Avenue/W 34th Street shared-use path in the City of Miami Beach, adjacent to the Miami Beach Golf Course. Improvements to local non-motorized transportation infrastructure connectivity on Chase Avenue were required to develop a safe and accessible multi-user, citywide bicycle and pedestrian network. This link is an essential piece of a continuous system of pedestrian and bicycle facilities around the City of Miami Beach Golf Club that will promote active use of City green-spaces, healthy lifestyles and social interaction among neighbors.

Design concepts included recommendations for decorative features at key locations to protect cyclists and pedestrians from errant golf balls. In addition to the protective elements, MARLIN proposed two new “people places” utilizing decorative pavement treatments and public art to create spaces that the community and residents could enjoy at the intersections of Alton Road and Chase Avenue, and Chase Avenue and W 34th Street.

17th Street Transit & Protected Bike Lanes Study. Conducted a feasibility study for 17th Street Exclusive Transit and Protected Buffered Bicycle Lanes in Miami Beach, consistent with the City’s Transportation Master Plan (TMP) adopted by resolution on April 13, 2016.

The 17th Street Exclusive Transit and Protected Buffered Bicycle Lanes feasibility study identified and assessed existing transportation conditions and recommended multimodal transportation improvements to provide exclusive transit and protected, or buffered, bicycle lanes. The primary study area ran along 17th Street from Bay Drive to Beach Walk. Within this corridor, MARLIN investigated the impact of extending the Venetian Causeway Bike lanes through the entire corridor and analyzed a potential Exclusive Transit lane consistent with the City Transportation Master Plan. Conditions in a secondary study area 2-3 blocks from the primary study were also studied.

Trolley Passenger Survey. Conducted a bilingual survey of Miami Beach trolley passengers and the general public for the purpose of providing continued efficient services for the community. The survey focused on: understanding passenger point of view (demographics, residents, tourists, other), what mode was used prior to trolley service, and obtaining a better understanding of the modes of connectivity, transit dependency, comfort and convenience of service and trip origins and destinations, as well as the use of the City’s trolley tracker App.



CLIENT

City of Miami Beach

SERVICES

Civil Engineering
Community Outreach
Concept Design
Traffic Engineering
Transportation Planning

REFERENCE

Josiel Ferrer, PE
305.673.7000 Ext 26831
josieferrer@miamibeachfl.gov

DATES

2018-Ongoing

VALUE

Various

ROLE

MARLIN Prime Consultant



GENERAL PLANNING CONSULTANT

MIAMI, FL

MARLIN served as General Planning Consultant to the Miami-Dade TPO providing professional planning and engineering services.

RELEVANT PROJECTS

Safe Routes to School (SRTS). Developed 3 consecutive Safe Routes to School Plans for the Miami-Dade TPO. MARLIN has led the development of the evaluation of 30 schools selected by the Miami-Dade TPO for improvements. This included field visits, coordination with school administration, and outreach to stakeholder groups to get input on needed safety improvements.

Protected Bike Lanes Demonstration Plan. Development of the Miami-Dade TPO Protected Bike Lanes Master Plan. Protected bike lanes (also known as separated bike lanes and cycle tracks) will create a county-wide low-stress bikeway network connecting existing bike facilities, population centers, employment areas, educational facilities, recreational facilities, other civic institutions to existing and planned transit facilities including the SMART Plan corridors. The study identified two pilot projects for fast-track implementation.

Bike Friendly Summit. Coordinated and prepared the applications for the Bicycle Friendly Community designation for Miami-Dade County from the League of American Bicyclists. Tasks included identifying and assisting municipalities, businesses, and/or universities that also may be interested in obtaining a Bicycle Friendly designation. In addition, MARLIN conducted bicycle and pedestrian counts as outlined by the TPO to build a repository of historic bicycle and pedestrian data and identify trends in walking and bicycling throughout the county. Marlin also provided public outreach.

Smart Plan NE Corridor Inventory Analysis. MARLIN developed an Inventory Analysis along one of the six Strategic Miami Area Rapid Transit (SMART) Plan corridors. The scope of the project involved a comprehensive data collection process reviewing relevant case studies, identifying incoming development, and mapping existing conditions in proximity to the FEC railway corridor extending from downtown Miami to the Broward County line. MARLIN's tasks involved a detailed literature review of nationwide TOD best practices, Municipal CIP and master plans, and mapping future developments.

Other Relevant Projects included:

- Comprehensive Parking Study-Freight Transport
- Connecting NW 25th Street to HEFT Study
- Connecting the Highway Network Missing Links
- Implementation of Transitional Speed in School Zones Study
- Miami Health District Study- Signage Program



CLIENT

Miami-Dade TPO

SERVICES

Community Outreach
Roadway Design
Transportation Planning

REFERENCE

Kevin Walford
305.375.1647
kevin.walford@mdtpo.org

DATES

2019-2019

VALUE

Various

ROLE

MARLIN Prime Consultant



GENERAL ENGINEERING CONSULTANT

PALMETTO BAY, FL

MARLIN is the General Engineering Consultant providing engineering, planning and surveying services, since 2014. Tasks included:

- Civil Engineering
- Construction Engineering Inspections (CEI)
- Cost Estimating
- GIS Mapping
- Land Development
- Plan and Development Review
- Project Management
- Stormwater Management
- Surveying & Mapping
- Transportation/Traffic Planning and Engineering
- Utility Infrastructure Evaluation and Review

RELEVANT PROJECTS

Downtown Redevelopment Study - Traffic Impact Analysis. MARLIN performed a Traffic Impact Analysis for the Downtown Redevelopment. The proposed project consists of multifamily residential uses, and potential retail and office land uses. Since the Village's incorporation in 2002, the residents of Palmetto Bay have envisioned a thriving downtown district in the Village's southwest corner near US-1. This area, now known as the Franjo Triangle and Island or the FT&I District, has been long overdue for a positive transformation that benefits the Palmetto Bay community. The focus is on transforming the existing business district into an attractive downtown district and expanding services for the Palmetto Bay residents, with an eye on enhancing the Village's overall financial viability now and well into the future.

Downtown Redevelopment Study. The Downtown Palmetto Bay revitalization involves improvements to dining and entertainment, landscape, traffic/streetscape and architecture guidelines. MARLIN was tasked to analyze and evaluate the impact of the street closures on the surrounding roadway network and intersections based on the new design planned for the Downtown Redevelopment Task Force (DRTF) preliminary project area, which consists of 6,000 new residential units and 400,000 new square feet of commercial development. The study included road closures, proposed traffic circles and traffic counts. **MARLIN was honored to have been on the team for the Village of Palmetto Bay project as this important study received the 'Outstanding Planning Award'.**

Traffic Circle at SW 82nd Ave and SW 168th Street. MARLIN was tasked to prepare a study that reflected traffic calming measures to reduce and eliminate cut-thru traffic and speeding at specific locations identified by the Village of Palmetto Bay. The MARLIN team performed traffic data collection, provided a map of concern areas, and developed a traffic calming master plan, incorporating results of the data analysis and the alternatives prioritization. Numerous community outreach meetings were held to gain public input and concerns.

Traffic Calming Study. Performed a comprehensive study for traffic calming alternatives for the Village of Palmetto Bay. The scope of the study involved public meeting with the residents, traffic data collection, field review, data analysis, final recommendations and prioritization of works. MARLIN also assists the Town in coordinating with Miami-Dade County's Public Work Department to obtain approval of recommendations.



CLIENT

Village of Palmetto Bay

SERVICES

Community Outreach
Roadway Design
Surveying & Mapping
Traffic Engineering
Transportation Planning

REFERENCE

Dionisio Torres
305.969.5011
dtorres@palmettobay-fl.gov

DATES

2014-2019

VALUE

Various

ROLE

MARLIN Prime Consultant



TRAFFIC AND TRANSPORTATION ENGINEERING AND PLANNING SERVICES

FORT LAUDERDALE, FL



Task Work Order driven contract to provide project management, City staff and stakeholder coordination, scope, schedule and budget development services, all with a focus on innovative approaches to transportation engineering and design based on the latest national best practices including NACTO design principles, the latest AASHTO guidance, and other national best practices to design to Vision Zero principles. In addition, point excavation (potholing), Utility Designation Services and Geotechnical Engineering may be required. **Completed Task Work Orders include:**

RELEVANT PROJECTS

NE 15th Ave Tactical Urbanism Design. 100% design plans of a Quick Build Demonstration Project to repurpose a five-lane typical section to include a buffered bike lane and new pedestrian crossings with refuge areas. The project went from concept through design and construction in 14 months. In addition to providing design services, MARLIN provided before and after pedestrian and bicycle data collection showing a clear change in behavior based on the new roadway design, with pedestrians in yellow and bicycles in red.

MPO CSLIP) Grant Application. MARLIN provided traffic engineering services to respond to FDOT comments on a Broward MPO CSLIP Grant application. Due to this effort, all of the FDOT comments were addressed and resolved, and funds to construct a permanent complete streets design were awarded for Year 3 of the MPO TIP.

SW 14th Ave Left Turn Warrant. MARLIN provided data collection, traffic engineering and planning services to perform a left turn warrant analysis at the request of the Sailboat Bend neighborhood. The project was complex as it involved access to a new police headquarters, and many employees had already been moved to an alternate site. MARLIN leveraged a construction project to convince FDOT and Broward Count Traffic Engineering that the location meets the warrants. The project was implemented just a couple of weeks ago.

CLIENT

City of Fort Lauderdale

SERVICES

Civil Engineering
Traffic Engineering
Transportation Planning

REFERENCE

Karen Warfel
Transportation Program
Manager
Transportation & Mobility
954.732.6348
kwarfel@fortlauderdale.gov

DATES

2021-2022

VALUE

Various

ROLE

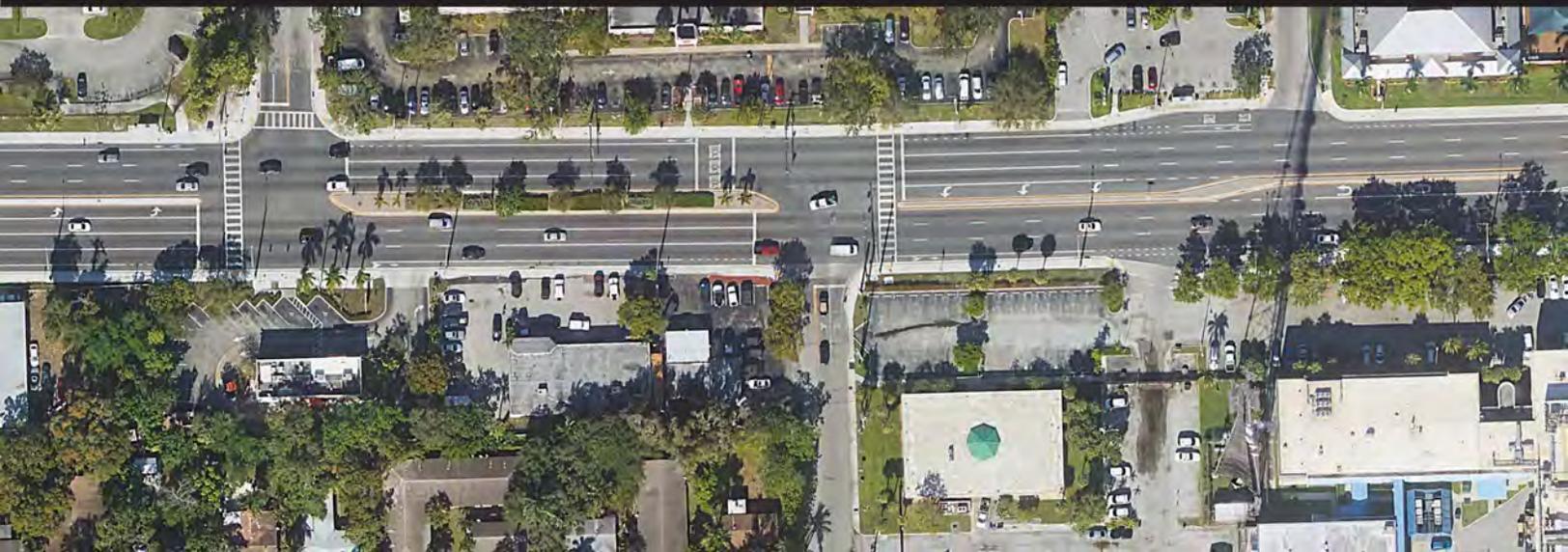
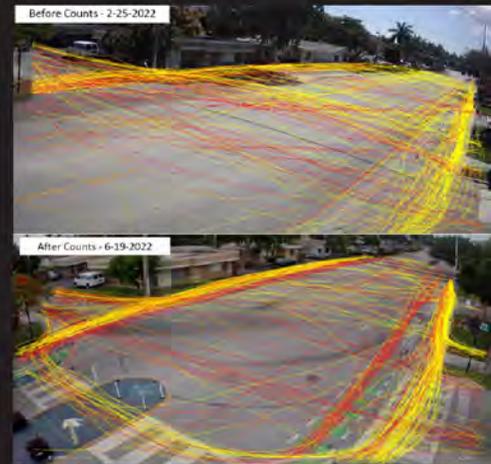
MARLIN Prime Consultant

East Las Olas Boulevard Mid-Block Crossings Analysis. MARLIN prepared a pedestrian warrant study to evaluate the feasibility of two midblock pedestrian crossings at E Las Olas Boulevard between S Gordon Road and Coral Way. Based on the results of the analyses, the crossing was recommended to include two-stage crossings on these marked high-emphasis crosswalks. Overhead flashing beacons and Rectangular Rapid Flashing Beacons (RRFBs) were also recommended to improve safety and visibility, as many trees are planted in the median throughout the corridor. Project Team: MARLIN, coordinating with Coke Consulting, performed conceptual crossing location analysis.

Development Review Committee Traffic Impact Analysis (TIA) Reviews. MARLIN serves as adjunct staff to the City to perform Traffic Impact Analysis reviews and to prepare summary reports for staff in preparation for Development Review Committee meetings. To date, we have completed four reviews- all being high-rise multi-family dwelling unit (MFDU) mixed-use developments including:

- 200 Third Ave- 388 MFDU, 2300 Sqft Retail
- 199 NW 5th Ave- 400 MFDU, 5,500 Sqft Retail
- The Quay at 17th Street- 361 MFDU, 6,500 Sqft Retail, 7,350 Sqft Restaurant
- 501 NE 4th Ave- 270 MFDU, 2,680 Sqft Retail

All reviews are performed with a quick turn around, and our recommendations are focused on the urban built environment including bike/ped and multi-modal recommendations.





4.4 KEY STAFF EXPERIENCE AND QUALIFICATIONS



4.4

KEY STAFF EXPERIENCE AND QUALIFICATIONS

PROJECT MANAGEMENT & KEY PERSONNEL



RAMON SORIA, PE (M), **President of MARLIN**, will serve as the **Principal in Charge**. Ramon has 39 years of planning and design experience in South Florida. His principal areas of practice include project management, planning, design, and implementation of civil engineering projects, highway design, traffic engineering, water and sewer, land development, and construction management. Ramon will be committed to overseeing project activities. He will ensure effective communication between the City and project team and deliverables within the established plan and scheduled timelines by allocating the necessary corporate resources required to deliver this contract successfully.



WALTER KELLER, PE, AICP (M) will serve as the **Project Manager/Chief Planner** and **primary point of contact** on the North Palm Beach GPS contract. Walter has more than 41 years of experience in Municipal and Urban Planning, Land Use Planning, Development Review, Traffic Engineering and Expert Witness Services. He has been responsible for major comprehensive and transportation plans, socioeconomic forecasts and operational studies, site and construction plans for land development and roadway projects, impact fee studies and governmental review services. Walter served as the Town Planner for approximately 2 years when Marlin was responsible for all Town Planning Services. Currently Walter is working on the EAR and Comprehensive Plan Update, the Zoning Code and Design Standards Update and the Downtown Walkability and Design Study PH2. MARLIN is providing planning supports services to the Town. Walter previously provided general planning services to many of south Florida's municipalities and governmental agencies including the Broward County Planning Council, the Broward MPO, Florida Department of Transportation, the former Palm Beach Countywide Planning Council, Pompano Beach, Delray Beach, Hillsboro Beach, Lauderdale by the Sea, Mangonia Park, Palm Beach Shores, Pembroke Pines and Port St. Lucie.



CHRISTINA FERMIN, AICP (M) is an adept Urban Planner with 12 years of experience in urban and regional planning. Christina's expertise includes government administration, GIS, sustainable development, climate change, policy planning, analysis, presentations and bicycle/pedestrian planning. She is well versed in urban and regional planning principles and has substantial knowledge of public practices and working with the community. Her experience includes research and analyses, communication and writing, complete streets, sustainability, land use, zoning, adaptation planning, sea-level rise, municipal planning, transportation planning, transit planning, public administration, municipal code, multi-use trail planning, aerial imagery, placemaking, master planning, feasibility studies, walking audits, plan development and grant writing. Christina has provided general planning services, development review and specialized planning studies to the Town of Surfside, Port Saint Lucie and the Florida Department of Transportation. Christina will serve as **Assistant Project Manager** and **Strategic Planner** for the North Palm Beach GPS project.



KATHRYN MARINACE (M) is a passionate planning professional with 5 years of experience in permits, zoning and site plan review, data analysis, public engagement and outreach, policy analysis and master plan development. Kathryn has provided site plan review, development review, business license tax review and public outreach for the Town of Surfside and for the City of Port Saint Lucie.

Kathryn will serve as a Strategic Planner for the North Palm Beach GPS contract.



HAROLD PANTALEON (M) has 12 years of experience in traffic engineering, freight, GIS, transportation planning and construction supervision. He is responsible for developing data collection studies and analyses such as classification/truck count trends, origin/destination, turning movement counts, spot speed studies, approach counts, gap, travel time and delay and crash analyses. He regularly compiles, processes, and analyzes data and results; performs quality control analysis; generates data graphs and reports using Jamar Technologies Software; conducts calibration of data collection equipment and vehicles; and collaborates with engineers assisting in fieldwork such as field reviews, collecting project information and on-site pictures, and surveying. Harold is an FAA Part 107 Certified UAV Pilot. Harold will provide for all data collection and GIS services for the North Palm Beach GPS agreement



TARA-LEE THOMPSON (M) is a Graphic Designer with experience in branding, web design, publication design, illustrations, digital photography, and typography. She has assisted and collaborated on wayfinding, traffic calming, and roadway design projects. Tara-Lee specializes in providing graphic support to various service lines, including Transportation Planning and Engineering, Roadway Design, and Environmental Services. Her software expertise includes Adobe Creative and Microsoft Office Suites. Tara-Lee will be the key individual responsible for Graphic and Technical presentation for the North Palm Beach GPS project.

TRAFFIC AND TRANSPORTATION



MYRA PATINO, PE, PMP (M) has 29 years of experience providing extensive traffic and transportation engineering services. She is proficient in traffic engineering and operations studies, traffic calming studies, traffic impact analysis, signal warrant, speed studies, public meetings, and technical writing. Her areas of focus concentrate on traffic operations, traffic studies, access management, and pedestrian safety. Myra is an expert in transportation project development phasing and program management. She served as the Project Manager for the Multi-Use Project Pedestrian-Oriented Internal Capture Rate Traffic Study, the NW 25th Street & NW 36th Street Reversible Lane Conceptual Study, and the I-195 at North Miami Avenue Interchange Modification Report, as well as initiating the Rickenbacker Causeway Repurposing Study. Myra focused on project management, public involvement, engineering, environmental, and any other miscellaneous issues on the projects. While at the Miami-Dade Department of Transportation and Public Works (DTPW), Myra was also responsible for providing schedule updates to the DTPW Project Controls manager, who oversaw capital projects, bridges, structural inspections, and traffic studies in the planning phase. Myra will be the key individual responsible for all Transportation Planning and Traffic Engineering services in the North Palm Beach GPS agreement.

CIVIL ENGINEERING



RAFAEL LAGOS, PE (M) Rafael has more than 30 years of civil engineering design experience with expertise in several disciplines such as structures, roadway design, plans production, traffic control design, permitting, and utility coordination. Rafael is highly proficient in ADA and complex geometric design and has served in various leadership roles in highway design production and project management. Rafael is providing design services in the Surfside Downtown Walkability and Design Study both Phase 1 and 2. He has also provided Site Plan engineering development review services for the the City of Aventura. Rafael will be the key individual responsible for Civil Engineering review services in the North Palm Beach GPS project.



ARCHITECTURAL/LEED



BRIAN P. HERBERT, AIA, LEED AP (G) Brian has over 27 years in planning projects, site development, municipal grant applications and the government processing of ground-up developments. Brian is the President of Gallo Herbert Architects. He is responsible for overall project coordination and production within the office. Brian also monitors the progress of jurisdictional agency approvals and provides expert opinion, dispute resolution services and project consulting services. Brian specializes in planning projects, site development, municipal grant applications and the government processing of ground-up developments.

LANDSCAPE SERVICES



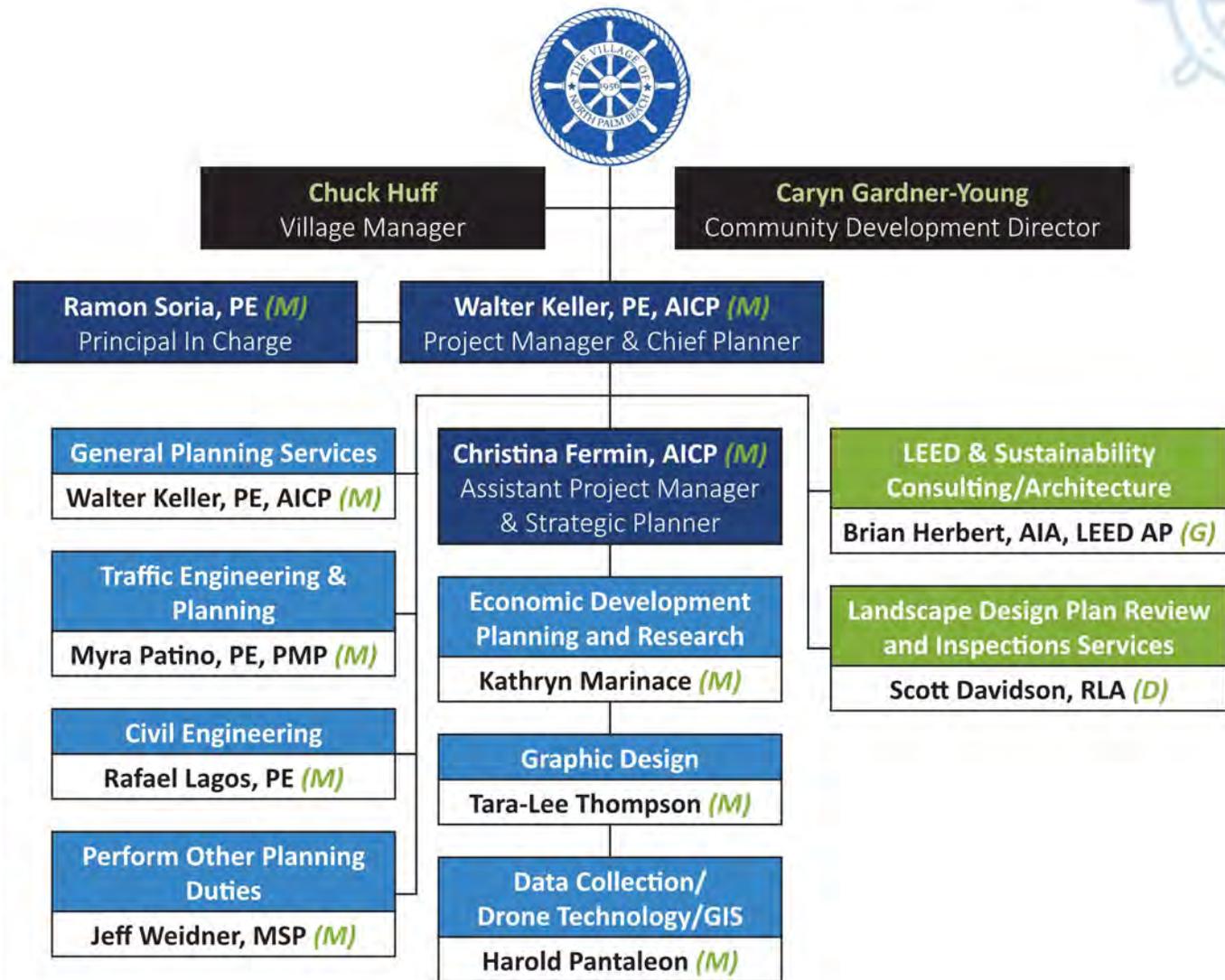
SCOTT DAVIDSON, RLA (D) During his 36 years practicing Landscape Architecture, Scott has worked throughout the Southeast Florida region providing services in most municipalities in the area. As a project landscape architect, Scott has designed large ocean front estates, hotel and resort properties, commercial projects, streetscapes, recreational facilities, and large master plan communities. Scott has had the luxury of providing landscape architectural service to a large variety of Clients from private estates, municipalities to large corporate builders which provides him with a vast knowledge of project types, design scenarios, code compliance and the experience required to implement them successfully.

	Planning and Urban Design	Zoning	Staff Reports	Code Updates	Development Review	Planning and Zoning Studies, Capital Improvement, and Historic	Architectural Review	LEED and Sustainability	Landscape Review	Landscape Inspection
Ramon Soria, PE	•	•			•	•				
Walter Keller, PE, AICP	•	•	•	•	•	•	•		•	
Christina Fermin, AICP	•	•	•	•	•	•		•		
Kathryn Marinace	•	•	•	•	•	•				
Myra Patino, PE, PMP	•		•		•	•				
Rafael Lagos, PE	•		•		•	•				
Harold Pantaleon	•		•		•	•				
Tara-Lee Thompson	•		•			•				
Brian Herbert, AIA, LEED AP	•	•	•		•	•	•	•		
Scott Davidson, RLA	•	•	•		•	•			•	•

ORGANIZATIONAL CHART

TEAM LEGEND	
(M)	MARLIN Engineering, Inc.
(D)	Davidson Design Studio
(G)	Gallo Herbert Architects

RELATIVE INVOLVEMENT OF PERSONNEL	
TASK	TEAM MEMBER
Project Management	Ramon Soria, PE
	Walter Keller, PE, AICP
General Planning	Walter Keller, PE, AICP
	Christina Fermin, AICP
	Kathryn Marinace
	Harold Pantaleon
Tara-Lee Thompson	
Traffic & Transportation	Myra Patino, PE, PMP
Civil Engineering	Rafael Lagos, PE
Architectural/LEED	Brian Herbert, AIA, LEED AP
Landscape Services	Scott Davidson, RLA





WALTER KELLER, PE, AICP

PROJECT MANAGER • CHIEF PLANNER • SR TRAFFIC ENGINEER

Walter Keller has a 40+ year professional background in Municipal and Urban Planning, Land Use Planning, Development Review, Transportation Planning, Traffic Engineering, Civil Engineering and Expert Witness Services. He has been responsible for major comprehensive and transportation plans, socioeconomic forecasts and operational studies, site and construction plans for land development and roadway projects, impact fee studies and governmental review services. Walter is both a Registered Professional Florida Engineer and a Certified Planner.

RELEVANT EXPERIENCE

Town Planner | Surfside | Project Manager: Responsible for providing all Town General Planning Services. Major activities include zoning review for all permit applications of the Building Department, Site Plan reviews for the Planning & Zoning Board and Town Commission, overall management services for the Town and Planning & Zoning Board, Zoning Administrator, and Comprehensive Plan activities, Plan amendments and Special studies. (11/2020 - 10/2022) Reference: Hector Gomez, Town Manager 305.861.4863

Consultant Planner | Surfside | Project Manager: Responsible for providing General Planning Services to the Town. Major activities include development review and site plan review for major projects, assisting the Town regarding Zoning and Land Use interpretation and Special Planning Projects. Special Projects include Evaluation and Appraisal Report and Comprehensive Plan Update, Zoning and Design Review Guidelines Update and Downtown Walkability and Design Study Phases 1 and 2 (10/2022 ongoing) Reference: Hector Gomez, Town Manager 305.861.4863

Traffic Engineering Services & Development Review Committee Assistance | Pembroke Pines | Sr Traffic Engineer: MARLIN provides review of traffic impacts associated with new and modified projects for the Development Review Committee and performs traffic engineering reviews on projects submitted for permitting for compliance with City Standards, Codes, and Engineering Standards. (09/2020- ongoing) Ref: Karl Kennedy, PE, CFM, (954) 518-9040

Planning Services | Hillsboro Beach | Principal in Charge/Project Manager: Town Consultant Planner reviewing all project applications relative to the Land Development Code and the Comprehensive Plan. Prepared the 1989, 2003 and 2018 Comprehensive Plan sand 1993 and 2012 Zoning Codes and the CRS-NFIP Program. (1989-2012 and 2015-2023) Reference: Mac Serda, Town Mgr. (954) 427-4011

Growth Management Reviews | FDOT District 6 | Principal in Charge/Project Manager: Provided GMR Services for Comprehensive Plan Amendments by Miami Beach, Miami Springs, Homestead, Miami-Dade and Monroe Counties. Provided DRI review services for the International Corporate Park DRI, the Villages of Homestead DRI, Porto Fina DRI, Miami International Airport DRI, Beacon TradePort DRI, Dolphin Stadium (JRS), the Brickell Square and Miami International Mall NOPC's and the Blockbuster Park DRI. Special projects included: Key West LOS Analysis, Travel Time and Delay Studies for 6 Miami-Dade County Corridors, LOS for 500 miles of Miami-Dade County Arterials. (1991-1999) Ref: Phil Steinmiller, In-House Consultant (305)-470-5208

Traffic Impact Analysis Reviews | Deltona | Project Manager: Technical review of traffic impact studies submitted per the City's Development Review process. These efforts include assessing whether the presented Study adequately addresses a development proposal's traffic impact, incorporating all proposed projects' cumulative impact within a 3-week turnaround. (2018-2022) Reference: Ron Paradise, (386) 878-8610

YEARS OF EXPERIENCE

Total: 40+
With MARLIN: 4

EXPERTISE

Municipal & Urban Planning
Site Plan & Future Land Use
Development Review
Impact Fees

EDUCATION

BS Engineering, Ocean
Engineering, Florida Atlantic
University, 1971

REGISTRATIONS

Florida PE No. 20703, 1976

CERTIFICATIONS

American Institute of
Certified Planners, 1981

AFFILIATIONS

Institute of Transportation
Engineers, Fellow and Life
Member

American Institute of
Certified Planners, Member

American Planning
Association, Member

Planning Services | Lighthouse Point | Principal in Charge/Project Manager: Responsible for development review services for site plan, zoning, traffic impact, land use plan and zoning review services for all permits, zoning inspections, zoning certificate of occupancy sign-off, zoning ordinances, and special planning studies. (1996-2002) Reference: John Lavinsky, City Administrator (954)-943-6500

Traffic Impact Analysis Reviews | Deltona | Project Manager: Technical review of traffic impact studies submitted as part of the City's Development Review process. These efforts include assessing whether the presented Study adequately addresses a development proposal's traffic impact, incorporating all proposed projects' cumulative impact within a 3-week turnaround. (2018-2022) Reference: Ron Paradise, (386) 878-8610

Comprehensive Plan EAR Based Amendments and Future Land Use Element Certification | Town of Lauderdale-by-the-Sea | Principal in Charge/Project Manager: Prepared revisions to the Future Land Use Element relative to re-certification of the Element by the Broward County Planning Council, prepared Public School Facilities Element and included new greenhouse gas emission requirements and relative revisions to HB 697. (2010) Reference: Jim Cherof, Esq. (561)-742-6050

Zoning Overlays | Lauderdale by the Sea | Principal in Charge/Project Manager: He was responsible for preparing the Marina Village and RM-25 Overlay Districts. The districts allowed the Town Commission to approve quality residential projects with reductions in previous area front and side setbacks through the site plan review process. The overlay districts encourage multi-lot development and established procedures for review and approval (2003) Reference: Jim Cherof, Esq. (561)-742-6050

Redevelopment and Revitalization Plan | Lauderdale by the Sea | Principal in Charge/Project Manager: Prepared the first Redevelopment and Revitalization Plan with concept plans for four new target areas. The plan incorporated a 10-year capital improvement program targeting streetscape, drainage, and beautification projects. (2001) Reference: Jim Cherof, Esq. (561)-742-6050

Impact Fee Study | Hialeah | Principal in Charge/Project Manager: Impact Fee Study to develop a Multimodal Transportation Fee and a Police Impact Fee. Also responsible for updating the Fire-Rescue and Park-Recreation Impact Fees. (2016-2017 and 2020-2021) Reference: Lorena Bravo, City Attorney. (305)-883-5930

Impact Fee | Deerfield Beach | Principal in Charge/Project Manager: Retained to update the Public Safety and Parks and Recreation Impact Fees. The Public Safety Impact Fee includes both the Police and Fire/Rescue Services which are provided by Broward Sheriff's Office in City-owned buildings. The Broward Property Appraiser's data set was used to establish non-residential floor area by land use. American Community Survey population estimates were used to develop population and household characteristics. Service call experience was used to establish Public Safety generation rates. The City Commission approved the new fee schedules. (2016)

Broward County Transit-Oriented Concurrency Study – Phase I | Broward County | Principal in Charge/Project Manager: Responsible for preparing the initial study for establishing a County-wide transit-oriented concurrency system and transit impact fee for Broward County versus the current Traffic Impact Fee (for roadways). The study provided an overview of Broward's planning and concurrency process, assessed the Comprehensive Plan Amendment for technical soundness and the Comprehensive Plan Amendment for legal soundness. The Study identified necessary modifications to the County Comprehensive Plan Land Development Code. (2003)

GAE & Land Use Plan Amendment Traffic Reviews | Palm Beach County Planning Council | Principal in Charge/Project Manager: Provided traffic reviews to the Countywide Planning Council relative to Geographical Areas of Exception (GAE) and Land Use Plan Amendments. In addition, he prepared the technical considerations of 5 large GAEs representing portions of governmental jurisdictions requesting exceptions to the County Level of Service Standards. Performed FSUTMS Modeling and an alternatives analysis of the cumulative impacts of the 5 GAE applications: Palm Beach International Airport; Downtown West Palm Beach; Riviera Beach Redevelopment Area; Westgate-Belvedere Redevelopment Area; and Delray Beach Downtown Redevelopment Area. (1991)

Broward County Land Use Plan - Broward County Planning Council | Principal in Charge/Project Manager: Served as the prime consultant for the 1989 Broward County Land Use Plan. Responsibilities: existing Land Use and Natural Resources; analysis of Regional Services, land needed for the future population; the Future Land Use Map and LOS for Regional Services. Prepared Vol. 2 - Technical Support Document for the County Land Use Plan. (1989) Reference: Barbara Blake Boy (954)-357-6695



CHRISTINA FERMIN, AICP

PLANNING MANAGER

Christina Fermin is an adept urban planner with 12 years of experience in urban and regional planning. Christina's expertise includes sustainable development, climate change, government administration, GIS, policy planning, analysis, bicycle/pedestrian planning and public speaking. She has substantial knowledge of regional planning principles, public practices and working with the community. Her experience includes working with state, regional and municipal clients on research and analyses, writing and communication, complete streets, sustainability, land use, zoning, adaptation planning, sea-level rise, municipal planning, transportation planning, transit planning, public administration, municipal code, multi-use trail/shared use pathway planning, aerial imagery, placemaking, master planning, feasibility studies, walking audits, plan development, and grant writing. Christina is also the co-chair of the American Planning Association's sustainable communities division climate champions program.

YEARS OF EXPERIENCE

Total: 12
With MARLIN: 5

EXPERTISE

Sustainability Bike/Ped
Planning Complete Streets
GIS Mapping Research &
Analysis
Communication & Writing
Grant Coordination

EDUCATION

Master's in Urban &
Regional Planning (MURP),
Florida Atlantic University,
2013

BA, Political Science &
Interdisciplinary Studies,
Florida Atlantic University,
2007

CERTIFICATIONS

American Institute of
Certified Planner (AICP)
No. 30532, 2018

AFFILIATIONS

American Planning
Association

RELEVANT EXPERIENCE

Low-Stress Multimodal Mobility Transportation Master Plan | Broward County | Project Manager: MARLIN leads a countywide master planning effort for low-stress non-motorized facilities. The plan includes a literature review, data collection and analysis, needs assessment, feasibility analysis, design guidelines, public involvement, and outreach. Christina oversees the whole project and assists with analyzing existing conditions, needs assessment, feasibility analysis, design guidelines, and public outreach. (2023-Ongoing)

Reference: Josette Severyn, MAP Broward Project Manager, 954-357-9510

Planning Services | Surfside | Ass't Project Mgr and Strategic Planner: Provided Town General Planning Services. Major activities include zoning review for all permit applications of the Building Department, Site Plan reviews for the Planning & Zoning Board and Town Commission, overall management services for the Town and Planning & Zoning Board, Comprehensive Plan activities, Plan amendments and Special studies. (11/2020 - 10/2022) Reference: Judith Frankel, Town Planner 305.861.4863 Ext 497

Transit Safety Campaign | FDOT, District 4 | Project Manager: MARLIN is the subconsultant to Infinite Source Communications (ISC) and is responsible for coordination of District 4 transit agencies and assisting with the outreach plan, messaging, and identification of bicycle and pedestrian crashes near transit. The project seeks the creation of new public safety messaging for transit agencies aimed at motorists and pedestrian safety of transit. Christina also led efforts in research associated with transit and motorist/pedestrian safety and best practices. (2021-Ongoing) Reference: Monica Diaz, ISC Project Manager, (305) 573-0089

2023 Modal Inspections | FDOT District 4 | Project Manager: MARLIN is the subconsultant to TranSystems for the coordination with 24 agencies to perform the 2023 Vehicle Inventory and Inspection and Annual Site Visit for all transit vehicles purchased with federal and state funding. Each vehicle undergoes a visual inspection on the exterior and interior to ensure compliance. Agencies identified for an Annual Site Visit undergoes a review of their standard operating procedures, maintenance, and documentation. Deficiencies were marked and reported to the agency for correction. Vehicles identified with a safety concern were immediately removed from operation until the safety concern was corrected. Deliverables include the inspection form, photos, and an updated vehicle inventory of each public and non-profit agency possessing an FDOT-provided vehicle. (2023-Ongoing) Reference: Matt McIntosh, FDOT Project Mgr. (407) 875-8916

Office of Modal Development Technical Support | FDOT District 6 | Project Manager: Coordination with District 6 on technical assistance to transit agencies and non-profits with FDOT-funded vehicles, park-and-ride inventory, and miscellaneous tasks for District 6 as it relates to transit compliance and park-and-ride inventory and inspections, including GIS support. Christina will lead a follow-up effort to the 2022 Biennial Vehicle Inspections on all agencies with outstanding deficiencies to ensure correction and compliance. (2023-Ongoing) Reference: Ray Freeman, FDOT Project Manager, (305) 470-5255

Plantation Multimodal Master Plan, Phase 2 | Broward MPO | Project Manager: MARLIN is the subconsultant to Kimley-Horn and was responsible for identifying pedestrian and bicycle improvements along University Drive between Broward Boulevard and Sunrise Boulevard. MARLIN prepared a PowerPoint with conceptual designs for improvements along the corridor for funding and implementation. The MARLIN team also developed cost estimates for approved recommendations to University Drive and Cleary Boulevard in Plantation. (2022-2023) Reference: Stewart Robertson, Kimley-Horn Project Manager, (954) 535-5104

Riverside Drive Complete Streets Design | Pompano Beach | Planning Manager: MARLIN was selected to conduct data collection, analysis, public involvement, conceptual design, and final construction plans to redesign Riverside Drive in Pompano Beach for complete street improvements. Christina has been assisting the public information officer with community engagement through workshop facilitation, preparation, and public meeting materials. (2022- Ongoing) Reference: Fernand Thony, (954) 786-7923

Be Rail Smart Safety Campaign, Part 1 | FDOT, District 4 | Project Manager: MARLIN is the subconsultant to Infinite Source Communications (ISC) and is responsible for the identification of key stakeholders with the Florida Department of Transportation on rail safety campaign messaging, assisting with the outreach plan, messaging and identification of key rail crash locations to reduce rail-related crashes and fatalities. (2022-Ongoing) Reference: Monica Diaz, ISC Project Manager, (305) 573-0089

2022 Biennial Vehicle Inspections | FDOT District 6 | Project Manager: Coordination with over 45 agencies to perform the 2022 Biennial Vehicle Inventory and Inspection for all transit vehicles (over 450) purchased with federal and state funding. Each vehicle underwent a visual inspection on the exterior and interior to ensure compliance. Deficiencies were marked and reported to the agency for correction. Vehicles identified with a safety concern were immediately removed from operation until the safety concern was corrected. Deliverables will include a summary report of findings to District 6, an updated vehicle inventory of each public and non-profit agency possessing an FDOT-provided vehicle, and an update to the vehicle inventory database via TransCIP 2.0. (2022-Ongoing) Reference: Ray Freeman, FDOT Project Manager, (305) 470-5255

School Traffic Operation Plan (TOP) | Doral | Project Manager: MARLIN was tasked to develop Traffic Operations Plans (TOP) and Forms for 5 (five) schools throughout the City of Doral as required by Miami-Dade County (MDC), Department of Transportation and Public Works (DTPW). The schools are the following:

1. J.C Bermudez Doral Senior High School
2. Doral Academy Elementary School
3. Doral International Academy of Math & Science
4. Renaissance Charter Elementary School
5. Renaissance Charter Middle School

Christina assisted in coordination between the schools and the City of Doral, conducted site visits to examine existing conditions and traffic, and reviewed final recommendations and proposed traffic operating plans. In addition, the MARLIN team developed engineering recommendations for improvements at all the schools and met with the County and the school officials to obtain input and consensus on the recommended plans. (09/2022-Ongoing) Reference: Edna Sibila, Transportation Manager, (305) 593-6740 Ext. 6017

Resiliency Support | FDOT, District 4 | Project Manager: MARLIN is a subconsultant to Cambridge Systematics to assist the district in identifying best practices, mitigation, adaptation, and resiliency measures to increase the resiliency of the transportation system and communities in the Southeast Florida region. Christina will provide staff research assistance, analysis, coordination, and guidance. Tasks include drafting outreach plans, identifying tools, studies, demonstration projects, vulnerability assessments, and performance measures for the Strategic Intermodal System (SIS) statewide assessment. (2022-Ongoing) Reference: Yingfei Huang, Cambridge Systematics Project Manager, (954) 331-6100



RAMON SORIA, PE

PRESIDENT & CEO

Ramon Soria is the President and a founding member of MARLIN Engineering. His corporate responsibilities include management, overall production, and administrative services for the firm. Ramon also coordinates the firm's efforts to provide professional services to all areas of expertise and assure strong client relationships. With more than 39 years of experience, Ramon is well versed in management, planning, design, and implementation of transportation systems, traffic and transportation engineering, highway design, Project Development and Environmental (PD&E) studies, multimodal studies, water and sewer, land development, construction management, and expert witness testimony. Ramon's record of success has been recognized with awards for "Engineer of the Year" and "Lifetime Achievement."

RELEVANT EXPERIENCE

Transit/Multi-Modal Transportation | State of Florida: Managed numerous projects studying different modes of transportation, including feasibility studies, data collection, data analysis, modeling, alternative analysis, corridor analysis, and environmental impact analysis.

Land Development | State of Florida: Project Manager for over one hundred projects, including parking geometry layout, water and sewer distribution, drainage, signing and marking, and permitting.

Highway Design | State of Florida: Managed hundreds of projects, including complete construction plans the production, including geometric layout, drainage, signing and marking, maintenance of traffic, utility coordination, and permitting.

Hollywood Blvd. Complete Streets | FDOT District 4 | Principal in Charge: Decorative signalization and lighting improvements along Hollywood Blvd. from City Hall Circle to Dixie Highway. This Complete Streets project entailed reconstructing Hollywood Blvd. into a multimodal facility for automobiles, bicycles, and pedestrians. Responsibilities included the production of signalization and lighting component plans. Task performed under MARLIN's current Districtwide Minor Design Projects Contract. (2016-2017)
Reference: Scott Thurman, (954) 777-4135

Atlantic Shores Boulevard Roadway Improvements | Hallandale Beach | Principal in Charge: The City of Hallandale Beach retained MARLIN to provide design and reconstruction services for Atlantic Shores Boulevard from Diplomat Parkway to US 1. Roadway improvements are intended to increase safety and improve the roadway and streetscapes on Atlantic Shores Boulevard. This Complete Streets project addresses on-street parking and creates pedestrian-friendly corridors by implementing wider sidewalks. (2019-Ongoing)
Reference: Peter Kunen, (954) 457-3042 / Joselaine Pateau (954) 457-1607

Young Circle Roadway Design | Hollywood CRA | Principal in Charge: Reconstruction of Young Circle, including Traffic Analysis and Conceptual/Final Design. Tasks include traffic analysis for redesigning the 1000-foot diameter Young Circle in Downtown Hollywood, Florida, data collection, SimTraffic illustrative traffic simulation, conceptual planning-level cost estimates, and participation in stakeholder meetings with FDOT, Broward MPO, and key constituents. (2018-Ongoing)
Reference: Susan Goldberg, (954) 924-2980

YEARS OF EXPERIENCE

Total: 39
With MARLIN: 32

EXPERTISE

Project Management
Engineering Design
Traffic Engineering
Transportation Planning

EDUCATION

BS Civil Engineering
University of Miami, Florida,
1984

REGISTRATION

Florida PE No. 41218, 1989

AFFILIATIONS

American Society of Civil
Engineers
Greater Miami Chamber of
Commerce

CERTIFICATIONS

FHWA-NHI 130091
Underwater Bridge
Inspection, 2023

Plantation Midtown Bridge Improvement – PD&E Study and Design Services | Plantation | Principal in Charge: The City of Plantation has retained MARLIN to render a Project Development and Environmental (PD&E) study and design services for the construction of the Plantation Midtown Bridge, to be located between SW 17th Street and westbound SR 84. This project aims to study and prepare final design plans for a new bridge to span the South Florida Water Management District (SFWMD) New River Canal, connecting SW 17th Street to westbound SR 84. This crossing will provide direct access to SR 84 and indirect access to I-595 from Plantation's Midtown District. (2021-Ongoing)
Reference: Samira Shalan, Engineering Director, (954) 797- 2781

SR 7/US 441 Transit Corridor Improvements, Broward County | FDOT District 4 | Principal in Charge: Currently, MARLIN provides multimodal connectivity, operations, and safety improvements along nine distinct corridors connecting SR 7 Rock Island Road in Broward County. Improvements will include widening the roads, completing sidewalk links, constructing bike lanes, lane eliminations, ADA upgrades, and transit stop enhancements. Contract No.: CAE41; FM No. 429576-6-32-01 (2021-Ongoing - 2024 est.)
Reference: Robert Lopes, (954) 777-4425

Downtown Redevelopment Study | Palmetto Bay | Principal in Charge: This project received the 2015 Florida Planning and Zoning Board "Outstanding Planning Award." A proposed project of 6,000 new residential and 400,000 SF retail/ office land will be built in phases 2025, 2035 and 2045. Ramon oversaw the study, which documented the traffic and transportation needs of the proposed plan. This study included analyzing and reporting the results of existing and phased future transportation impacts, including how trips could be internalized between complementary land uses. Recommendations included new local streets to support a grid network, signal network, and intersection cycle lengths were optimized for future total traffic conditions, geometric improvements, and a series of improvements to promote public transportation, bicycling, and walking. The study also included road closures, proposed traffic circles, and traffic counts. (2013/2014 -Ongoing)
Reference: Corrice Patterson, (305).259-1234

Greenways Biscayne Trail Segments C and D PD&E and Design | Miami-Dade County | Principal in Charge: This project is a 36.2mile-long multi-use trail that includes a PD&E study trail design and construction management services. He oversaw proposed alternatives and a 14-mile pedestrian/bikeway trail connecting Black Point Park and Homestead Bayfront Park, along Biscayne Bay, with the Greenways Trails System. The project also coordinated with permitting agencies such as FDOT, SFWMD, DERM, US Army Corps of Engineers, and US Wildlife and Fishing. LAP Project. (Ongoing).
Reference: Adelfa Martinez, (305) 755-7815

AD Barnes Park | Miami-Dade County | Principal in Charge: Project included design, permitting, and construction administration for various trails identified in both the south Miami-Dade and north Miami-Dade greenway plans, as well as spur trails and trailheads located on adjacent park properties. Scope of work includes site work; paved and unpaved trail surfaces; signage; road crossing signalization; information kiosks; pedestrian, bicycle, and equestrian bridges; shelters and site furnishings; landscaping; lighting; utilities; parking; right-of-way planning, analysis, and acquisition. (2014-2017).
Reference: Duane Kopp, PE, (305) 755-7954

Miscellaneous Transportation Engineering | Miami Beach | Principal in Charge: This project included data collection activities, traffic counts, traffic calming analysis, and a final recommendation to Miami Beach. As Project Manager, Ramon coordinated traffic data collection tasks, including turning movement counts, intersection delay studies, stop sign delay studies, classification counts, and speed studies. Responsible for reviewing and analyzing traffic data. Performed intersection and corridor analyses, traffic calming analysis, and signal warrants studies, including review of accident studies and traffic impacts, stop sign warrant studies, queue studies, and final recommendations. (2014)

Traffic Impact Study | Miami-Dade County Aviation Department | Principal in Charge: Traffic Impact Study project included the field traffic data collection and preparation of traffic impact assessment for landslide site improvement at Opa-Locka Airport to meet and/or mitigate concurrence. NW 67th Avenue & NW 36th Street was the complete construction preparation for capacity and safety improvement at this intersection to improve access to MIA. Duties included roadway, drainage, signalization, lighting, signing & pavement marking, landscape design and established right-of-way requirements.



KATHRYN MARINACE, MURP

STRATEGIC PLANNER

Kathryn Marinace is a passionate planning professional with 5 years of experience, pursuing her Master's in Urban and Regional Planning. With a background in anthropology, her work aims to understand the development of cities through cultural and environmental lenses to better plan for growth and sustainability. At MARLIN, Kathryn is responsible for permits, zoning and site plan review, policy analysis, data analysis, public engagement and outreach, and master plan development.

RELEVANT EXPERIENCE

General Town Planning | Town of Surfside | Strategic Planner: Assist the Town Planner with development reviews, business license tax receipts, zoning review for building permits, and ensure proposed development complies with the Town's Code of Ordinances, Comprehensive Plan, Design Guidelines, and Zoning in Progress as set forth by the Town Commission. Other tasks include research topics directed by the Manager or Commission, including zoning code updates. (2021-Ongoing) Reference: Walter Keller, Town Planner, (954) 257-9690

2023 Modal Inspections | FDOT District 4 | Strategic Planner: MARLIN is the subconsultant to TranSystems for coordinating with 24 agencies to perform the 2023 Vehicle Inventory and Inspection and Annual Site Visit for all transit vehicles purchased with federal and state funding. Each vehicle undergoes a visual inspection on the exterior and interior to ensure compliance. Agencies identified for an Annual Site Visit undergo a review of their standard operating procedures, maintenance, and documentation. Deficiencies were marked and reported to the agency for correction. Vehicles identified with a safety concern were immediately removed from operation until the safety concern was corrected. Deliverables include the inspection form, photos, and an updated vehicle inventory of each public and non-profit agency possessing an FDOT-provided vehicle. (2023-Ongoing)

Reference: Matt McIntosh, FDOT Project Manager, (407) 875-8916

Transit Safety Campaign | FDOT District 4 | Lead Planner: MARLIN is the subconsultant to Infinite Source Communications (ISC) and currently assisting with coordinating with the district's transit agencies to implement safety messaging related to Vision Zero to educate and inform the public on safety messaging targeting passengers and motorists. Kathryn assists in meeting coordination, safety messaging, and researching security messaging and public outreach related to pedestrians, bicyclists, transit vehicles, and motorists. (2021- Ongoing)

Reference: Monica Diaz, ISC Project Manager, (305) 573-0089

Riverside Drive Complete Streets Design | Pompano Beach | Strategic Planner: MARLIN was selected to conduct data collection, analysis, public involvement, conceptual design, and final construction plans to redesign Riverside Drive in Pompano Beach for complete street improvements. Kathryn has been assisting the public information officer with community engagement through workshop facilitation, preparation, and public meeting materials. (2022-Ongoing) Reference: Fernand Thony, (954) 786-7923

SR-7/US-441 Transit Corridor Improvements | FDOT District 4 | Strategic Planner: MARLIN is the design consultant for bicycle, pedestrian, and transit improvements along SR-7 in North Lauderdale, Lauderdale Lakes, Lauderdale Hill, Miramar, and Pompano Beach. Kathryn has been assisting the public information officer with public involvement through mailings, notifications, meeting materials, meeting coordination, and facilitation. (2022- Ongoing - 2024 est.)

Reference: Robert Lopes, (954) 777-4425

YEARS OF EXPERIENCE

Total: 5

With MARLIN: 2

EXPERTISE

Urban Planning
Land Use & Zoning
Sustainable Growth

EDUCATION

Master's in Urban &
Regional Planning (MURP),
Atlantic University, 2022

BA, Anthropology, Florida
Gulf Coast University, 2016

SOFTWARE

Onbase (Hyland)
Pictometry
Trakit
Blue Beam
SketchUp
Adobe & Microsoft Office
Suites

Office of Modal Development Technical Support | FDOT District 6 | Strategic Planner: MARLIN assists the office of modal development with general technical support for vehicle inventory, TransCIP 2.0, park and ride facility inventory, and other miscellaneous requests from the district as it relates to meetings, coordination, transit and planning technical services. Kathryn has assisted the district in data entry into TransCIP 2.0 for public agency vehicle inventories to meet FTA and DOT requirements. (2023-Ongoing) Reference: Raymond Freeman, FDOT Project Manager, (305) 470-5255

Office of Modal Development Technical Support | FDOT District 4 | Strategic Planner: MARLIN is a subconsultant to Kimley-Horn and assists the office of modal development with general technical support for the SUN Trail program. Kathryn has assisted staff with monthly meeting coordination and facilitation of SUN Trail projects in St. Lucie County. Kathryn assists the project manager with meeting facilitation, notes, and technical services as requested by the district. (2023-Ongoing)
Reference: Stewart Robertson, Project Manager, (954) 535-5104

2022 Biennial Vehicle Inventory and Inspections | FDOT District 6 | Strategic Planner: MARLIN conducted an inventory, physical inspection, and evaluation of state and federally-funded (5310/5311) vehicles in the district for the Biennial Inspection and Inventory of over 450 vehicles. Kathryn assisted in coordinating with agencies, reviewing inspection forms and photos, following up with agencies on deficiencies, and assisting with the final report, which included information on each agency, their vehicle inventory, and any deficiencies identified during the inspection. (2022)
Reference: Raymond Freeman, FDOT Project Manager, (305) 470-5255

2022 Park and Ride Facility Inspections and Performance Evaluation | FDOT District 6 | Strategic Planner: MARLIN conducted an inventory, physical inspection, and evaluation at 48 Park and Ride facilities in Miami-Dade and Monroe County, including the rate of utilization of all parking spaces and summarized inspection report. Kathryn assisted with inspections, data collection, analysis, and the final report for this project. The final report includes maps, charts, graphs, and information about each Park and Ride facility. (2022)
Reference: Raymond Freeman, FDOT Project Manager, (305) 470-5255

Be Rail Smart Safety Campaign, Part 1 | FDOT, District 4 | Lead Planner: MARLIN is the subconsultant to Infinite Source Communications (ISC) and is responsible for the identification of key stakeholders with the Florida Department of Transportation on rail safety campaign messaging, assisting with the outreach plan, messaging and identification of crucial rail crash locations to reduce rail-related crashes and fatalities. Kathryn led efforts in coordination, outreach events, stakeholder engagement, and coordinating with ISC. (2022)
Reference: Monica Diaz, ISC Project Manager, (305) 573-0089

Plantation Midtown Bridge Improvement – PD&E Study and Design Services | Plantation | Strategic Planner: The City of Plantation has retained MARLIN to render a Project Development and Environmental (PD&E) study and design services for the construction of the Plantation Midtown Bridge, to be located between SW 17th Street and WB SR 84. This project aims to study and prepare final design plans for a new bridge to span the South Florida Water Management District (SFWMD) New River Canal, connecting SW 17th Street to westbound SR 84. This crossing will provide direct access to SR 84 and I-595 from Plantation's Midtown District. Kathryn is assisting with the public involvement portion of this task, which includes the development of a Public Involvement Plan, identification of stakeholders, facilitating and moderating stakeholder meetings, organizing, outreach and preparation of materials for public meetings and workshops (2021-Ongoing)
Reference: Samira Shalan, Engineering Director, (954) 797- 2781

Martin MPO SUN Trail Feasibility Study | Martin County MPO | Strategic Planner: MARLIN is conducting a feasibility study to identify the best pathway to connect the Florida SUN Trail and East Coast Greenway link between Jonathan Dickinson State Park and Seabranck Preserve State Park. This study will determine the best alternative to complete the Martin County segment of the East Coast Greenway. The conceptual design will include developing six typical sections with Complete Street principles. Outreach efforts will include stakeholder interviews, neighborhood workshops, and presentations to several advisory committees. Kathryn has assisted with reviewing existing documents, data collection, analysis, public and stakeholder outreach, and the final report. (2021- Ongoing)
Reference: Joy Puerta, MPO Project Manager, (772) 320-3015



HAROLD PANTALEON

TECHNOLOGY & INNOVATION MANAGER / CERTIFIED FAA DRONE PILOT

Harold Pantaleon has 12 years of experience in traffic engineering, freight, GIS, transportation planning, and construction supervision. He is responsible for developing data collection studies and analyses such as classification/truck count trends, origin/destination, turning movement counts, spot speed studies, approach counts, gap, travel time and delay and crash analyses. He regularly compiles, processes, and analyzes data and results; performs quality control analysis; generates data graphs and reports using Jamar Technologies Software; conducts calibration of data collection equipment and vehicles; and collaborates with engineers assisting in fieldwork such as field reviews, collecting project information and on-site pictures, and surveying. Harold is an FAA Part 107 Certified UAV Pilot.

YEARS OF EXPERIENCE

Total: 12
With MARLIN: 6

EXPERTISE

Geographic Information Systems (GIS)
Traffic Engineering
Traffic Data Collection

EDUCATION

BS, Civil Engineering,
Instituto Nacional de Ciencias Exactas,
Dominican Republic, 2012

CERTIFICATIONS

FASC Intermediate
FDOT Work Zone Traffic Control, 2014
IMSA Traffic Signal Technician, Level 1
Certified FAA Drone Pilot

RELEVANT EXPERIENCE

Riverside Drive Complete Streets Design | Pompano Beach | Technology & Innovation Manager: MARLIN conducts data collection, analysis, public involvement, conceptual design, and final construction plans to redesign Riverside Drive in Pompano Beach for complete street improvements. Harold is coordinating and analyzing traffic data collection efforts. He also conducts a team to collect traffic volume, speed, and turning movement counts to assess the existing traffic conditions of the study area. Additionally, he completed a pedestrian and bike analysis to identify frequent areas of pedestrians crossing the activity utilizing Computer vision Cameras. Using this data, Harold was able to determine ideal locations for potential midblock crossings and assess the feasibility of proposed improvements. Overall, Harold's expertise in traffic data analysis and coordination proved essential to the success of this engineering project. (2022-Ongoing)

Reference: Fernand Thony, (954) 786-7923

Doral Subarea Freight Plan | FDOT District 6 | Traffic Analyst/GIS Specialist: Developed a freight plan for FDOT District 6 that focused on a study area centered around the City of Doral. The study aims to identify and advance projects that maintain mobility and foster economic development. The study area is the most significant freight center in the state, including the Miami International Airport Cargo area, the Flagler Rail Yard, the Doral and Medley warehousing districts, FEC and CSX railroad infrastructure, FDOT, MDX, and Florida's Turnpike SIS facilities. The strategy is to format the study in a Planning and Conceptual Engineering (PACE) format so that freight and freight-related projects from the study can be advanced in the FDOT Work Program. As part of this effort, Harold performed GIS analysis, classification counts, and Origin/Destination studies along the main arterials and collectors and between the study area and the Port. Other freight transportation modes were also analyzed, especially the railroad system, including crashes, maximum speeds, and connections with the freight hubs in Doral and nearby areas. (2017-2018)

Reference: Carlos Castro, (305) 470-5238

SW 95th Ave Parking Study | Palmetto Bay | Traffic Analyst/Drone Pilot: This project entailed a traffic study to review the parking requirements along SW 95th Avenue from SW 174th Street to US 1. Harold's responsibilities included monitoring traffic using drone video to analyze traffic circulation in the study area. This study assisted in qualifying the turning movements observed from the traffic counts and field reviews. In addition, vehicles needed to circle the study area due to a lack of parking spaces were identified. (2019)

Reference: Dionisio Torres, (305) 969-5011

Krome Avenue Construction Progress Drone Footage Study | FDOT District 6 | Drone Pilot: Collection of drone footage of the construction progress of a 2-mile segment along SR 997/Krome

HAROLD PANTALEON

TECHNOLOGY & INNOVATION MANAGER / CERTIFIED FAA DRONE PILOT



Avenue in Miami-Dade County. The footage showed five 2-mile sections, including select typical sections, interchanges, bridges, railroad crossings, and trails. Deliverables included six videos, one for each of the five segments and one comprehensive video of all five sections from south to north. Harold operated the drone and edited the videos. (2007-2014 Design; 2014-2018 Construction)

Reference: Judy Solaun, (305) 470-5343

NE 15th Ave Lane Repurposing Project | Fort Lauderdale | Engineering Technician: The project provided plan documents to allow the City of Fort Lauderdale to repurpose the outside lanes to Buffered/Protected Lanes on NE 15th Ave from Sunrise Boulevard to N. of 13th Ave as a pilot project. Harold was responsible for the coordination and analysis of the traffic data collection. Other tasks involved identifying and analyzing pedestrian activity, behavioral origin, and destination along the study segment to support the design of the bike lanes and locations for new pedestrian crossings. The MARLIN data collection team used high-resolution cameras with deep learning algorithms to detect and analyze pedestrian trajectories along the segment for the traffic study. The collected data results effectively identified the areas of most pedestrian activity and potential safety improvements. This contract was performed under MARLIN's Traffic and Transportation Engineering and Planning Services contract. (2021-2022)

Reference: Karen Warfel, Transportation Planning Program Manager, (954) 828-3798

2017/2018 Miami-Dade County 2045 Freight Plan Update | Miami-Dade TPO | Traffic Analyst/GIS Specialist: Developing the 2018 update of the county freight plan will become input 2045 Miami-Dade County Long Range Transportation Plan for the Miami-Dade TPO. Tasks included assessing truck parking, updating freight project plans and programs – TIP/STIP, cargo security, and warehousing needs assessment. Besides, SIS Cost Feasible and Needs Plans for freight and related projects and an evaluation of freight activity based on national performance measures. During the GIS analysis, Harold worked with numerous freight databases, including Freight Analysis Framework version 4 (FAF4), US Waterborne Statistics, PortMiami Historical Data 2011-2016, PortMiami River Data, FRA Crossings database, RITIS, and NPRMDS. (2017-2018) Reference: Kevin Walford, (305) 375-2642

2020 Park and Ride Facility Inspections and Performance Evaluation | FDOT District 6 | Senior Engineering Technician: Harold conducts an inventory, physical inspection, and evaluation at 46 Park and Ride facilities in Miami-Dade Monroe County. Harold is developing GIS maps with data on each facility's crashes, land use, and transit. (05/2020-Ongoing)

Reference: Ray Freeman, FDOT Project Manager, (305) 470-5255

Transit Planning & Operations Non-Motorized Traffic Monitoring | FDOT Central Office | Senior Engineering Technician: MARLIN is developing a research-based study that evaluates and provides direction in providing safe access to transit stop locations design. The project involves deploying bike and pedestrian count equipment near transit stops in coordination with five Florida transit agencies to standardize methods for analyzing and utilizing non-motorized traffic datasets specific to transit. Harold is responsible for deploying the counting equipment, including infrared detection devices, bicycle tube counters, and cameras. He then uploads and analyzes the data for the weekend and weekday pedestrian and bicycle counts. (2019-Ongoing)

Reference: Chris Wigglesworth, (850) 414-4532

Statewide Seaport Origin/Destination Study | FDOT Central Office | Senior Engineering Technician: Performed data collection and analysis for the project. Responsible for deploying and maintaining more than 25 units statewide, including the main ports in Florida. He was also responsible for daily traffic monitoring during the data collection period. Performed 72-hour classification counts for the eight main ports in Florida and 1-hour counts for each deployed location along the State's main roads. Assisted in developing freight calibration factors and seaport peak hours and created maps and figures. (8/2015-12/2015)

Reference: Steve Bentz, (850) 414-4738

Travel Time and Delay Study | Port St. Lucie | Senior Engineering Technician: Providing data collection, graphics, and drone pilot. This project aims to perform a Travel Time and Delay Study to evaluate the performance of Port St. Lucie Boulevard along nine intersections, from the Interstate 95 northbound off/on-ramp terminal intersection to the Bayshore Boulevard intersection. The corridor length encompassing these nine signalized intersections is 2.8 miles. The study's goal would be to evaluate this corridor's efficiency before and after the adaptive signal system (Rhythm Engineering InSync) improvements to the signals along this corridor. The City of Port St Lucie owns all nine traffic signals along this corridor, except the I-95 northbound off/on-ramp terminal, owned by the Florida Department of Transportation (FDOT) but maintained by the City. The work will be conducted in three tasks for evaluation before and after school traffic and during peak traffic. We will submit a report to the City with a full review and field data collected for each task. (2018-Ongoing)

Reference: Heath Stocton, (772) 344-4239



TARA-LEE THOMPSON

GRAPHIC DESIGNER

Tara-Lee is a Graphic Designer with experience in branding, web design, publication design, illustrations, digital photography, and typography. She has assisted and collaborated on wayfinding, traffic calming, and roadway design projects. Tara-Lee specializes in providing graphic support to various service lines, including Transportation Planning and Engineering, Roadway Design, and Environmental Services. Her software expertise includes Adobe Creative and Microsoft Office Suites.

RELEVANT EXPERIENCE

Comprehensive Plan 2023 | Surfside | Graphic Designer: Redesigned and updated past Comprehensive plan including figures and tables.

Downtown Walkability Study | Surfside | Graphic Designer: Developed three conceptual plans and typical sections for parklet development

Traffic Calming Studies:

- 2022 Pavement Evaluation, Doral
- Atlantic Shores Blvd Traffic Analysis, Hallandale Beach
- Traffic Calming Study, Miami
- SW 136 St & SW 85 Ave Median Access Analysis, Palmetto Bay
- PBIA Cargo Access Improvement Design Traffic Analysis, Palm Beach County
- South of Fifth (SoFi) Neighborhood Traffic Calming Study, Miami Beach

SR 7 Transit Corridor Improvements | FDOT D4 | Graphic Designer: Created location maps, QR codes, mail-out flyers, typical sections, conceptual plans, and PowerPoint presentations.

Riverside Drive Streetscape Improvements | Graphic Designer: Created flyers, poster boards, yard signs, and an aerial map for a public workshop and visually enhanced the master plan.

NE 159th St Master Plan | Miami-Dade County | Graphic Designer: Visually enhanced conceptual plans for public outreach

Micromobility Strategic Plan | Tampa Hillsborough Expressway Authority | Graphic Designer: Designed report and PowerPoint template. Created various graphics.

Low-Stress Network Plan | Broward County | Graphic Designer: Created flyer and PowerPoint template

Transit Efficiency Study | Martin MPO | Graphic Designer: Created flyer

Plantation Midtown Bridge | Plantation | Graphic Designer: Created typical sections, flyers, and presentations for public outreach.

Micromobility Traffic Monitoring Program Strategic Plan | Tampa Downtown Partnership | Graphic Designer: Developed look of the final report.

Citywide Traffic Calming Study | South Miami | Graphic Designer: Created the flyer, presentation, and other outreach materials for the public meeting.

YEARS OF EXPERIENCE

Total: 7
With MARLIN: 7

EXPERTISE

Branding
Editorial Design
Graphic Design
Illustration
Front-End Web
Development

EDUCATION

AS, Graphic Design
Broward College, 2016

AFFILIATIONS

Member of AIGA, 2015-present
Member of Women of Tomorrow, 2008-present

AWARDS

Designer of the Year Award, Broward College, 2015
Brand and Ad Design Award, Broward College, 2015
Typography Award, Broward College 2014

TARA-LEE THOMPSON

GRAPHIC DESIGNER



Multi-Use Trail & SMART Plan Connectivity Feasibility Study | Palmetto Bay | Graphic Designer: Created the logo for the project and designed the flyer and other outreach materials for the public workshops. Revised the typical sections of proposed alternatives for the project.

Village Green Drive Master Plan | Port St. Lucie | Graphic Designer: Developed drafts for the project logo, created flyers, and designed the look for the final report.

SUNTrail Feasibility Study | Martin MPO | Graphic Designer: Created a brochure and postcard for the study to be mailed out and created and revised Shared Use Non-Motorized Trail Funding maps for Broward, Palm Beach, Martin, St. Lucie, and Indian River County. Designed SUN Trail concept plans for Gomez Ave.

Freight Transportation Advisory Committee | Martin MPO | Graphic Designer: Created the FTAC logo and developed flyers and presentations for the FTAC training webinar.

2020 Park & Ride Facility Inspections and Performance Evaluation | FDOT District 6 | Graphic Designer: Developed look of the final report.

2020 Biennial Vehicle Inspections Report | FDOT District 6 | Graphic Designer: Developed look of the final report.

Transit Safety Campaign | Broward County | Graphic Designer: Created pedestrian and bicycle safety posters when boarding and alighting buses.

Trolley Passenger Survey | Miami Beach | Graphic Designer: Created and developed the graphics and overall design of the executive summary report, including the "A Quick Look" infographic about the collected survey data.

17th Street Protected Bike Lanes & Busway | Miami Beach | Graphic Designer: Developed the PowerPoint presentation for the project meeting and designed typical section concepts for existing and proposed conditions.

Mobility Hubs Plan | Cutler Bay | Graphic Designer: Created Mobility Hubs Plan logo to be used throughout the project. Designed a bus shelter illustration graphic and created a template for meeting presentations.

Mobility Hubs Plan | Palmetto Bay | Graphic Designer: Created Mobility Hubs Plan logo to be used throughout the project and created a template for meeting presentations.

Broward Mobility Hubs Study | Broward MPO | Graphic Designer: Created and developed the graphics and overall design of the report for the Broward Mobility Hubs Project in Pembroke Pines and Plantation.

Stuart Tram Business Plan | Stuart | Graphic Designer: Created branding for Stuart Tram Business Plan assets that include infographics, public outreach materials, PowerPoints, and the report's design.

Chase Avenue/34th Street Shared Use Path | Miami Beach | Design Support: Revised and edited flyer/door hanger for public meetings and revised and edited renderings for Chase Ave.

South Florida Rail Corridor (SFRC) | FDOT District 4 | Graphic Designer: Aided in developing the design of the SFRC condition assessment reports.

Non-Motorized Traffic Count Program | FDOT Central Office | Graphic Designer: Designed the Statewide Non-Motorized Traffic Monitoring report layout. Created various infographics to use throughout promotional materials. Created informational pieces for the project that included a 24"x36" poster board, an 11"x17"bi-fold, an 8.5"x11" one-page flyer, and a webinar flyer.



MYRA E. PATINO, PE, PMP

TRAFFIC ENGINEERING MANAGER

Myra Patino has 29 years of experience providing extensive traffic/ transportation engineering services. She is proficient in traffic engineering and operations studies, traffic calming studies, traffic impact analysis, signal warrant and speed studies, public meetings, and technical writing. Her areas of focus concentrate on traffic operations, traffic studies, access management, and pedestrian safety. Myra has vast knowledge in the following Software systems: CORSIM, HCS, SYNCHRO, ArcGIS, TransCAD, MS Office Suite, MS Project, and Oracle Primavera. She has a Master's degree in Engineering Management, is a licensed Professional Engineer (PE) in Florida, and is a certified Project Manager Professional (PMP).

YEARS OF EXPERIENCE

Total: 29
With MARLIN: 4

EXPERTISE

Project Management
Access Management
Traffic Engineering
Traffic Calming

EDUCATION

MS Engineering
Management, Florida
International University,
1999

BS Civil Engineering,
Florida International
University, 1994

AFFILIATIONS

Institute of Transportation
Engineers

REGISTRATIONS

Florida PE No. 56804, 2001
Project Manager
Professional, 2008

RELEVANT EXPERIENCE

Traffic Report Review Continuing Services | Port St. Lucie | Project Manager: MARLIN is providing Professional Engineering Services for 3rd party review of Traffic Reports submitted for proposed developments within the City of Port St Lucie. The contract includes reviewing Developments of Regional Impact (DRI) studies prepared on behalf of master developers and property owners for traffic impacts on the City's roadways. Items for review consist of required roadway improvements, intersection evaluation, and roadway capacity and Level of Service needs. Reviews are documented describing the findings of the traffic review, evaluation of the methodology used in the analysis, and the Engineer's recommendations. Project coordination includes meeting with City Staff and the applicant to discuss methodology, review meetings with City Staff to discuss the findings of the traffic report and attendance at Planning & Zoning Board meetings and City Council meetings. (3/2021-Ongoing)

Reference: Diana Spriggs, PE (772) 871-7644

Traffic and Transportation Engineering and Planning Services Studies | Fort Lauderdale | Senior Traffic Engineer: The contract has included work orders to conduct traffic analysis on several projects such as the NE 15th Avenue Lane Repurposing CSLIP Grant Traffic Study, E Las Olas Boulevard Pedestrian Signal Warrant Study, and Broward Boulevard and SW 14th Avenue Left-turn Phase Warrant Analysis, in addition to conducting reviews for Traffic Impact Studies submitted to the City. (1/2021-Ongoing)

Reference: Benjamin Restrepo, PE, (954) 828-4696

Traffic Engineering Services and Development Review Committee Assistance | Pembroke Pines | Project Manager: The contract consists of providing engineering reviews of traffic issues associated with new and modified projects for the Development Review Committee (DRC) and performing traffic engineering reviews of projects submitted for permitting and miscellaneous traffic analysis and traffic engineering study services along with engineering reviews of miscellaneous projects submitted for permitting for compliance with City Standards, Codes and Engineering Standards as requested by the Planning and Economic Development and Engineering Departments on an as-needed basis. In addition, the preparation of studies includes roadway capacity analysis, signal warrant studies, roadway safety studies, roadway geometric design, and performing peer review services for general compliance. (9/2020-Ongoing)

Reference: Karl Kennedy, PE (954) 518-9040

Plantation Midtown Bridge Project Development and Environment (PD&E) Study | Plantation | Senior Traffic Engineer: The City of Plantation has retained MARLIN to render a Project Development and Environmental (PD&E) study and design services for the construction of the Plantation Midtown Bridge, to be located between SW 17th Street and westbound SR 84. This

MYRA PATINO, PE, PMP

TRAFFIC ENGINEERING MANAGER



project aims to study and prepare final design plans for a new bridge to span the South Florida Water Management District (SFWMD) New River Canal, connecting SW 17th Street to westbound SR 84. This crossing will provide direct access to SR 84 and indirect access to I-595 from Plantation's Midtown District. Myra was responsible for the Traffic Analysis Report, as well as providing traffic volume and crash information and analysis results for inclusion in the Preliminary Engineering Report. (2021-Ongoing)

Reference: Samira Shalan, Engineering Director, (954) 797- 2781

Traffic Engineering Services | Aventura | Project Manager: The contract has included work orders to conduct traffic reviews and other miscellaneous professional services for several projects such as the Aventura Distrikt Traffic Impact Analysis, Waterways Village Gate Entry Analysis, and Avenida Biscayne Site Plan. (6/2016-Ongoing)

Reference: Keven Klopp, (305) 466 8943

School Traffic Operations Plans (TOP) | Doral | Project Manager: MARLIN is providing traffic engineering services including the evaluation and preparation of the Miami-Dade County (MDC), Department of Transportation and Public Works (DTPW) Traffic Operations Plan (TOP) Form for five (5) City of Doral Schools. The MDC DTPW TOP form version 12 is a 14-Section form that was created to document a school's traffic operations and commitments and consists of sections describing the School Location, Educational Program and Enrollment, School Schedule, Vehicle Operations, Pedestrian and Bicycle Facilities, Onsite Traffic Personnel and Devices, School Zone and Crossings, Offsite Traffic Control Officers, School Special Events, among others. Meetings with the City, County and school principals have been conducted, in addition to extensive field reviews for each school during the arrival and dismissal periods. An inventory of traffic control devices, pedestrian and bicycle features, and speed zones, was performed, in addition to observing traffic operations and impacts on the surrounding traffic network. Upon acceptance of the Traffic Operation Plan, a Parent Traffic Handbook will be prepared for each school. The project is anticipated to be completed in 2023. (8/2022-Ongoing)

Reference: Edna Sibila (305) 593-6740

Miscellaneous Transportation and Traffic Engineering Support Services | Miami | Project Manager: As part of the overall contract, MARLIN is conducting independent traffic impact studies and reviewing traffic studies and traffic statements from applicants for all new developments and re-developments ensuring the City's criteria is met. (8/2022-Ongoing)

Reference: Collin Worth, (305) 416-1725

Palm Beach International Airport Cargo Access Improvement Traffic Analysis | Palm Beach County | Senior Traffic Engineer: As a subconsultant to HDR, Inc., MARLIN conducted a traffic analysis for the proposed alternative recommended by the Palm Beach International Airport (PBI) Air Cargo Facility Access Feasibility Study. The proposed "Alternative 3" recommended the reconstruction of the on-ramp from Perimeter Road to James L. Turnage Boulevard. Traffic counts and destination travel analysis were conducted to ensure the improvements will not disrupt the facility's existing and future traffic operations. (10/2022-5/2023)

Reference: Emilio Corrales, PE, (305) 728-7428

Village-wide Traffic Calming Study | Palmetto Bay | Project Manager: Marlin Engineering, Inc. (MEI) was requested by the Village of Palmetto Bay to perform a traffic calming study. The purpose of the study is to analyze the feasibility of installing traffic calming devices at various locations identified by The Village. Traffic data was collected, and field reviews were performed. The data was analyzed to meet traffic calming criteria and eligible segments were identified for various traffic calming devices as approved per the Village's interlocal agreement with Miami-Dade County, consisting of temporary/permanent speed humps, raised intersections, chicanes, and landscaped medians. (3/2022-1/2023)

Reference: Dionisio Torres, PE, (305) 969-5086

NW 146th Street Lane Repurposing Traffic Study | Miami Lakes | Project Manager: MARLIN performed a traffic operational analysis for a proposed lane repurposing of NW 146th Street from an existing 5-lane road with a two-way left-turn center lane from the segment of NW 87th Avenue to NW 89th Avenue. The proposed project will repurpose the travel lanes of this quarter of a mile-long segment with a bicycle path and landscaping to accommodate the existing and future traffic. A crash analysis was conducted in addition to Roadway and Intersection Level of Service analyses for the alternatives. (11/2021-12/2022)

Reference: Omar Santos Baez, P.E., (305) 364-6100



RAFAEL LAGOS, PE

CHIEF ENGINEER

Rafael Lagos is a Florida Professional Engineer with more than 30 years of civil engineering design experience in several disciplines, such as structures, roadway design, plans production, traffic control design, permitting, and utility coordination. In addition, Rafael is highly proficient in ADA and complex geometric design and has served in various leadership roles in highway design production and project management.

RELEVANT EXPERIENCE

NW 146th Street Reconstruction | Town of Miami Lakes | Chief Engineer: The project consists of lane repurposing of NW 146th Street from NW 89th Ave to NW 87th Ave. The project is a Local Agency Program (LAP) funded project in collaboration with FDOT and follows the NEPA process, and requires an environmental assessment. The sidewalk improvements shall be in accordance with the Americans with Disabilities Act (ADA) (2021-Ongoing)
Reference: Hector Soliman-Valdez, (305) 364-6100

Plantation Midtown Bridge Improvement – PD&E Study and Design Services | Plantation | Chief Engineer: The City of Plantation has retained MARLIN to render a Project Development and Environmental (PD&E) study and design services for the construction of the Plantation Midtown Bridge, to be located between SW 17th Street and westbound SR 84. This project aims to study and prepare final design plans for a new bridge to span the South Florida Water Management District (SFWMD) New River Canal, connecting SW 17th Street to westbound SR 84. This crossing will provide direct access to SR 84 and indirect access to I-595 from Plantation’s Midtown District. (2021-Ongoing)
Reference: Samira Shalan, Engineering Director, (954) 797- 2781

SR 715 (3R) | FDOT District 4 | Chief Engineer: The project SR 715 (Spooner Road) is a two-lane roadway (minor urban arterial) in Palm Beach County traversing north-south along the western edge of the City of Belle Glade. The context classification is C-3R Residential from SR 80 to SW Avenue H and C4 Urban General onward to W. Canal Street South. The project includes milling and resurfacing, shoulder widening, a new sidewalk for the full limits, drainage, signalization, and lighting improvements. As a subconsultant to Stanley Consulting, MARLIN provides full corridor lighting analysis, design, and coordination. Scope of lighting work includes lighting retrofit at signalized intersections, including the intersection of SR 80 and SR 715 in West Palm Beach County, Lighting Justification Analysis, and lighting design for FPL luminaires to be installed by FPL on utility distribution line poles. (2020-Ongoing)
Reference: Amin Ahmed, PE, Senior Project Manager (Sub to Stanley), (954) 457-3042

Atlantic Shores Blvd. Roadway Improvements | Hallandale Beach | Chief Engineer: The City of Hallandale Beach retained MARLIN to provide design and reconstruction services for Atlantic Shores Boulevard from Diplomat Parkway to US 1. Roadway improvements are intended to increase safety and improve the roadway and streetscapes on Atlantic Shores Boulevard. This Complete Streets project addresses on-street parking and creates pedestrian-friendly corridors by implementing wider sidewalks. (2018-Ongoing)
Reference: Peter Kunen, (954) 457-3042 / Joselaine Pateau (954) 457-1607

Hollywood Blvd. Complete Streets | FDOT District 4 | Chief Engineer: Decorative signalization and lighting improvements along Hollywood Blvd. from City Hall Circle to Dixie Highway. Responsible for the production of signalization and lighting component plans. This Complete

YEARS OF EXPERIENCE

Total: 30
With MARLIN: 15

EXPERTISE

Project Management
Roadway Design
Structures Design
Quality Control
Utility Coordination

EDUCATION

BS Civil Engineering
Universidad Del Norte,
1985

MS Civil Engineering
Florida International
University, 1996

CERTIFICATIONS

Temporary Traffic Control
(TTC) Advanced No.
45412, 2022

REGISTRATIONS

Florida PE No. 51412, 1997

Streets project entailed reconstructing Hollywood Blvd into a multimodal facility for automobiles, bicycles, and pedestrians. (2016-2017)
Reference: Scott Peterson, PE, (954).777-4416

SW 64 Street Bicycle Lanes | South Miami | Project Manager: This project consisted of the design, post-design and construction administration for installing protected bicycle lanes along SW 64th Street from SW 62nd Ave and SW 57th Ave of South Miami, Florida. This project helped to improve mobility and safety for the city residents and visitors. The project's design portion included roadway plans, drainage plans, signing and pavement plans, signalization plans, survey, utility coordination, and permitting services. The post-design services included overseeing the construction management, attending the pre-construction meeting, responding to RFIs, planning revisions, providing weekly construction updates, tracking schedule, utility coordination adjusted to field conditions, and final inspection (punch list) compliance. (2018)

Reference: Aurelio Carmentes, PE, (305) 403-2063

Townwide Bicycle and Pedestrian Improvements | Miami Lakes | Engineer of Record: The contract involved sidewalk and crosswalk improvements along each side of the existing typical section of four selected corridors in the Town. The sidewalk improvements were in accordance with ADA requirements. Since this was a LAP-approved project, MARLIN coordinated with FDOT to develop the NEPA documentation required for this project. LAP Project. (2017-2019 Design / 2019-2020 Construction)

Reference: Omar Santos Baez, PE, (305) 364-6100 Ext 1182

Continuing Civil Engineering Services for Miscellaneous Projects | Miami Lakes | Chief Engineer: This contract involves drainage improvements, milling and resurfacing, roadway pavement restoration, permitting, survey, utilities, and final construction plans. (2012-Ongoing). TWO's under this contract include:

- West Lakes Gardens Second Addition Drainage Improvements
- Alameda NW Drainage Improvements
- NW 153rd Terrace Drainage Improvements

Reference: Omar Santos Baez, PE, (305) 364-6100 Ext 1182

Post-Design Services for West Lakes Drainage and Roadway Improvements | Miami Lakes | Chief Engineer: This project consisted of drainage improvements, including the replacement of existing catch basins, the addition of manholes, new pipes, and French Drains, milling and resurfacing pavement restoration of roadway, and replacement of existing signing and pavement markings. Post-Design services included pre-construction meetings, responding to Requests for Information, change order requests, reviews of shop drawings, design revisions, as-built reviews, and field meetings. (2020-Ongoing)

Reference: Omar Santos Baez, PE, (305) 364-6100 Ext 1182

NW 60th Avenue from NW 139th Street to Miami Lakes Drive | Miami Lakes | Chief Engineer: MARLIN designed a shared-use path along NW 60th Ave from NW 139th Street to Miami Lakes Drive. Several crosswalks were intended to allow for midblock pedestrian access to both sides of NW 60th Avenue. The project also included ADA enhancements. MARLIN designed the shared-used path to preserve the Town's signature oak tree canopy while using innovative pervious pavement to enhance stormwater drainage. This project has brought several benefits to the Town, including public health, equitable travel, environmental sustainability, and community safety. (2017-2020)

Reference: Omar Santos Baez, PE, (305) 364-6100 Ext 1182

Citywide Sidewalk Improvements | Doral | Chief Engineer: Design, plan production and interagency coordination for this \$1 million LAP-funded citywide sidewalk improvement project. Design components included roadway geometry, drainage design, signing and pavement, and utility coordination. LAP Project (2017-2018)

Reference: Carlos Arroyo, (305) 593-6740 ex 6000

SR 7/US 441 Transit Corridor Improvements, Broward County | FDOT District 4 | Chief Engineer: MARLIN provides multimodal connectivity, operations, and safety improvements along nine distinct corridors connecting SR 7 and Rock Island Road in Broward County. Improvements include widening the roads, completing sidewalk links, constructing bike lanes, lane eliminations, ADA upgrades, and transit stop enhancements. Contract No.: CAE41; FM No. 429576-6-32-01 (2021-Ongoing - 2024 est.)

Reference: Robert Lopes, (954) 777-4425

EXPERIENCE

- **JOHNSON & WALES UNIVERSITY, NORTH MIAMI, FL**
STUDENT ATHLETIC CENTER
250,000 SF
\$1,500,000
- **JOHNSON & WALES UNIVERSITY, NORTH MIAMI, FL**
MASTER PLAN
NUMEROUS PROJECTS FROM 1990-2017
- **FLORIDA INTERNATIONAL UNIVERSITY, NORTH MIAMI, FL**
FIELD HOUSE & MULTI-PURPOSE PRACTICE FIELD
\$1,575,000
- **CITY OF PARKLAND, PARKLAND, FL**
QUIGLEY PARK & TENNIS CENTER
8,000 SF
\$650,000
- **FLORIDANS SPORTS PARK, POMPANO BEACH, FL**
SOCCER FIELD
\$1,400,000
- **NOVA SOUTHEASTERN UNIVERSITY, DAVIE, FL**
SPORTS CENTER II
54,000 SF
\$12,800,000
- **DR. VON D. MIZELL-EULA JOHNSON STATE PARK**
NORTH MIAMI, FL
FIRST ZERO ENERGY STATE PARK IN FLORIDA
\$683,521
- **JOHN KNOX VILLAGE, POMPANO BEACH, FL**
COMMUNITY CENTER
6,900 SF
\$2,700,000

GALLO HERBERT ARCHITECTS



BRIAN P. HERBERT, AIA, LEED AP
PRINCIPAL-IN-CHARGE

PROFILE

Brian P. Herbert, AIA, LEED AP is President of Gallo Herbert Architects. He is responsible for overall project coordination and production within the office. Brian also monitors the progress of jurisdictional agency approvals and provides expert opinion, dispute resolution services and project consulting services. Brian specializes in planning projects, site development, municipal grant applications and the government processing of ground-up developments.

SKILLS

Experience
27 years

Licenses
Registered Architect: FL, OH, CO, NC, TX, CO & MI

Education
Bachelor of Architecture, 1990, Florida A&M University, Tallahassee, FL

Resume

Scott Davidson, RLA

235 Commercial Blvd, Suite 206
Lauderdale-By-The-Sea, Florida 33308
Email: scott-ddg@live.com
Tel: 954-649-6688

	Brief Employment History
<i>2010-Present</i>	President, Davidson Design Studio, Inc. Lauderdale-By-The Sea, Florida Landscape Architectural and Site Planning firm dedicated to a high level of design and customer service. Firm provides landscape architectural, master planning, site planning, hardscape design, planting design, irrigation design, site analysis, site selection, land use, zoning, landscape lighting design, artwork and sculpture selection, water feature design, plant and material selection, site furnishings and construction phase services. These services are provided throughout the State of Florida and the Caribbean.
<i>2006-2010</i>	Senior Landscape Architect, Krent Wieland Design, Inc. Delray Beach, Florida
<i>1996-2006</i>	Director of Landscape Architecture, WCI Communities, Inc. Coral Springs, Florida
<i>1993-1996</i>	Landscape Architect, Peninsula Design & Engineering, Inc. Sunrise, Florida
<i>1988-1993</i>	Landscape Architect/Planner, Florida Design Communities, Inc. Plant City, Florida

Education and Licenses

Bachelor of Landscape Architecture, 1987, University of Florida, Gainesville, Florida
State of Florida Registered Landscape Architect LA 0001419
Member Florida Native Plant Society
Member City of Coral Springs Neighborhood Environmental Committee since 1998

Brief Projects/Experience:

City of Coral Springs, General Service's Contract 2015-2023
Landscape Architectural General Services

One Bal Harbour/Ritz Carlton, Bal Harbour, Florida 2016-2019
Hotel and Condominium renovation of pools, fountains and landscape.

Artcity Condominium Resort, Miami Beach, Florida – 2012
Condominium Renovation of all hardscape and landscape areas.

Coral Springs Royal Palm Boulevard Entrance, Coral Springs, Florida - 2013
Prime Consultant and Landscape Architect for a new entrance sign into the City.

Coral Springs Aquatic Complex, Coral Springs, Florida – 2014
Landscape Architect providing design services for a new entrance into the Aquatic Complex.

Dolce Vita Condominium, Palm Beach Shores, Florida – 2011
Condominium renovation

Multiple Commercial Projects – In many municipalities across the region
Multiple Private Residential Estates – Large estates across the region/Bahamas.



AVAILABILITY OF KEY PERSONNEL

The MARLIN team is exceptionally prepared, accessible, and available to implement your scope of services. We have ensured availability for the key personnel described above and technical support to staff and manage each task under this contract.

Our experience allows us to perform successfully on all contracts, respond in a responsible and timely manner, and be available when needed. We have developed a management system that will enable us to supervise and streamline projects simultaneously, coordinating subconsultants into one cohesive team that can adapt as a project evolves.

Our personnel currently have excess capacity in their workloads and has more than adequate resources and availability to **provide a General Planning Services for the Village of North Palm Beach**. MARLIN has the availability of staff hours to put towards new agreements, and we are prepared to provide that time and service to the city on this contract.

PROJECTED AVAILABILITY OF KEY PERSONNEL

MARLIN Engineering

Ramon Soria, PE	<div style="width: 30%;"></div>	30%
Walter Keller, PE, AICP	<div style="width: 70%;"></div>	70%
Myra Patino, PE, PMP	<div style="width: 30%;"></div>	30%
Christina Fermin, AICP	<div style="width: 65%;"></div>	65%
Kathryn Marinace	<div style="width: 65%;"></div>	65%
Rafael Lagos, PE	<div style="width: 50%;"></div>	50%
Harold Pantaleon	<div style="width: 80%;"></div>	80%
Matthew Disparano	<div style="width: 70%;"></div>	70%

Gallo Herbert Architects

Brian Herbert, AIA, LEED AP	<div style="width: 30%;"></div>	30%
Alain Dezii	<div style="width: 30%;"></div>	30%
Luis Sierra	<div style="width: 30%;"></div>	30%
Marco Urrea	<div style="width: 30%;"></div>	30%

Davidson Design Studio

Scott Davidson, RLA	<div style="width: 65%;"></div>	65%
---------------------	---------------------------------	-----



LICENSES & CERTIFICATES

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION



Department of Business
& Professional Regulation

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LICENSEE DETAILS 1:23:14 PM 5/18/2023

Licensee Information

Name:	MARLIN ENGINEERING INC. (Primary Name)
Main Address:	3363 W COMMERCIAL BLVD STE. 115 FORT LAUDERDALE Florida 33309
County:	BROWARD

License Information

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	6104
Status:	Current
Licensure Date:	09/19/1991
Expires:	

State of Florida

Department of State

I certify from the records of this office that MARLIN ENGINEERING, INC. is a corporation organized under the laws of the State of Florida, filed on August 21, 1991.

The document number of this corporation is S74791.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on April 5, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.



Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Eighth day of May, 2023



Secretary of State

Tracking Number: 6984367420CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

NORTH PALM BEACH: GENERAL PLANNING SERVICES | RFP 2023

53



Florida Department of Transportation
605 Suwannee Street
Tallahassee, FL 32399-0450

RON DESANTIS GOVERNOR JARED W. FERDUE, P.E. SECRETARY

July 4, 2023

Ramon Soria, PE, President
MARLIN ENGINEERING, INC.
3363 West Commercial Boulevard, Suite 115
Fort Lauderdale, Florida 33309

Dear Mr. Soria:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

- Group 2 - Project Development and Environmental (PD&E) Studies
- Group 3 - Highway Design - Roadway
 - 3.1 - Minor Highway Design
 - 3.2 - Major Highway Design
 - 3.3 - Controlled Access Highway Design
- Group 4 - Highway Design - Bridges
 - 4.1.1 - Miscellaneous Structures
 - 4.1.2 - Minor Bridge Design
- Group 5 - Bridge Inspection
 - 5.1 - Conventional Bridge Inspection
 - 5.2 - Movable Bridge Inspection
 - 5.3 - Complex Bridge Inspection
 - 5.4 - Bridge Load Rating
- Group 6 - Traffic Engineering and Operations Studies
 - 6.1 - Traffic Engineering Studies
 - 6.2 - Traffic Signal Timing
- Group 7 - Traffic Operations Design
 - 7.1 - Signing, Pavement Marking and Channelization
 - 7.2 - Lighting
 - 7.3 - Signalization

1

Group 10 - Construction Engineering Inspection

- 10.1 - Roadway Construction Engineering Inspection

Group 13 - Planning

- 13.3 - Policy Planning
- 13.4 - Systems Planning
- 13.5 - Subarea/Corridor Planning
- 13.6 - Land Planning/Engineering
- 13.7 - Transportation Statistics

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2024, for contracting purposes.

Approved Rates						
Home/ Branch Overhead	Field Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense	Field Direct Expense
152.16%	137.47%	0.302%	Reimbursed	No	3.33%	3.33%*

*Rent and utilities excluded from field office rate. These costs will be directly reimbursed on contracts that require the consultant to provide field office.

Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.

Should you have any questions, please feel free to contact me by email at carliayn.kell@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,

Carliayn Kell
Professional Services
Qualification Administrator

2



Ron DeSantis, Governor



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES



MARLIN ENGINEERING INC.
1700 NW 66TH AVE.,
STE. 106
PLANTATION FL 33313

LICENSE NUMBER: CA6104

EXPIRATION DATE: FEBRUARY 28, 2021

Always verify licenses online at MyFloridaLicense.com



NOTE:
As of 2021, this license no longer has an expiration date per the State of Florida.

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

CITY OF PALM BEACH GARDENS
BUSINESS TAX RECEIPT

10500 N. MILITARY TRL, PALM BCH GARDENS, FL 33410

EXPIRES SEPTEMBER 30, 2023

No: 023799

2022 / 2023

DBA: MARLIN ENGINEERING, INC
Address: 10415 RIVERSIDE DR, 101
PALM BEACH GARDENS, FL 33410
Activity: CONSULTANT ENGINEERING SERVICES

Engineer
Issued to: MARLIN ENGINEERING, INC
15600 SW 288TH ST
301
HOMESTEAD, FL 33033



Rose Futch
Rose Futch
CERTIFIED BUSINESS TAX OFFICIAL

MUST BE POSTED CONSPICUOUSLY AT YOUR PLACE OF BUSINESS
Per City Code Sec. 66-44

CITY OF PALM BEACH GARDENS
BUSINESS TAX RECEIPT

10500 N. MILITARY TRL, PALM BCH GARDENS, FL 33410

EXPIRES SEPTEMBER 30, 2023

No: 023801

2022 / 2023

DBA: MARLIN ENGINEERING, INC
Address: 10415 RIVERSIDE DR, 101
PALM BEACH GARDENS, FL 33410
Activity: ENGINEER

Engineer
Issued to: SORIA, RAMON
15600 SW 288TH ST
STE 301
HOMESTEAD, FL 33033



Rose Futch
Rose Futch
CERTIFIED BUSINESS TAX OFFICIAL

MUST BE POSTED CONSPICUOUSLY AT YOUR PLACE OF BUSINESS
Per City Code Sec. 66-44

CITY OF PALM BEACH GARDENS
BUSINESS TAX RECEIPT

10500 N. MILITARY TRL, PALM BCH GARDENS, FL 33410

EXPIRES SEPTEMBER 30, 2023

No: 023800

2022 / 2023

DBA: MARLIN ENGINEERING, INC
Address: 10415 RIVERSIDE DR, 101
PALM BEACH GARDENS, FL 33410
Activity: SURVEYOR

Civil Engineer/Land Survey
Issued to: BECK, KEVIN
15600 SW 288TH ST
STE 301
HOMESTEAD, FL 33033



Rose Futch
Rose Futch
CERTIFIED BUSINESS TAX OFFICIAL

MUST BE POSTED CONSPICUOUSLY AT YOUR PLACE OF BUSINESS
Per City Code Sec. 66-44



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/7/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 9155 South Dadeland Boulevard Suite 1112 Miami FL 33156		CONTACT NAME: Lillie Alvarez PHONE (A/C, No, Ext): 305-639-3143 E-MAIL ADDRESS: Lillie_Alvarez@ajg.com FAX (A/C, No): 305-592-4049	
INSURED Marlin Engineering Inc 3363 W Commercial Blvd, Suite 115 Fort Lauderdale, FL 33309		INSURER(S) AFFORDING COVERAGE	
MARLENG-01		INSURER A : Trumbull Insurance Company	NAIC # 27120
		INSURER B : Hartford Casualty Insurance Company	29424
		INSURER C : Hartford Fire Insurance Company	19682
		INSURER D : Lexington Insurance Company	19437
		INSURER E : Twin City Fire Insurance Company	29459
		INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 105296468

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y		21UUNOL5114	9/1/2022	9/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			21UENOL5112	9/1/2022	9/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			21XHUOL5113	9/1/2022	9/1/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
E	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	21WBOL6HAF	9/1/2022	9/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liability			032834125	4/11/2023	4/11/2024	Each Claim: \$2,000,000 Policy Aggregate: \$2,000,000 Deductible: \$75,000 each claim

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Village of North Palm Beach including all officers, Employees and Elected and appointed Officers are Additional Insureds as respects General Liability policy pursuant to and subject to the policy's terms, definitions, conditions and exclusions.
 The insurance provided in the General Liability is primary and any other insurance shall be excess only, and not contributing.

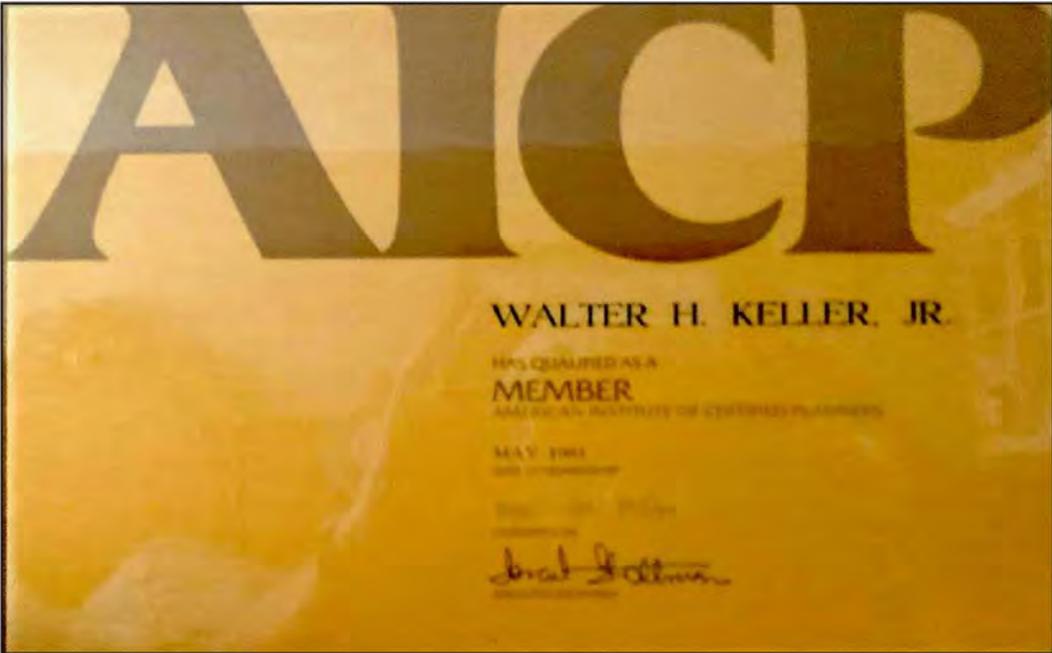
CERTIFICATE HOLDER**CANCELLATION**

Village of North Palm Beach
 420 US Highway One
 North Palm Beach FL 33408

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

SORIA, RAMON
3363 W COMMERCIAL BLVD
STE. 115
FORT LAUDERDALE, FL 33309

LICENSE NUMBER: PE41218
EXPIRATION DATE: FEBRUARY 28, 2025
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Melanie S. Griffin, Secretary

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KELLER, WALTER H JR
669 NE PLANTATION ROAD
#203
STUART, FL 34996

LICENSE NUMBER: PE20703
EXPIRATION DATE: FEBRUARY 28, 2025
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BOARD OF PROFESSIONAL ENGINEERS

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PATINO, MYRA E.
10147 SW 77 CT.
MIAMI, FL 33156

LICENSE NUMBER: PE56804
EXPIRATION DATE: FEBRUARY 28, 2025
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STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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LAGOS, RAFAEL ALONSO
15697 NW 12TH MANOR
PEMBROKE PINES, FL 33028

LICENSE NUMBER: PE51412
EXPIRATION DATE: FEBRUARY 28, 2025
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Local Agency Program & Federal Highway Administration Certification and Recertification CBT

Certificate of Completion

This form certifies that I have completed the Computer-Based Training, or CBT, course specified for the Local Agency Plan and Florida Highway Administration Certification and Recertification. This includes all sections contained within the CBT and the review of any suggested, recommended, and/or required reading materials.

I certify that I understand the information provided within the above-mentioned CBT course and its related materials. I know where and how to locate the CBT and its related materials when needed for reference in my everyday work activities. I also understand it is now incumbent upon me to apply the information contained within the above-mentioned CBT course and its related materials in my work activities.

Rafael Lagos, PE
Your Name

MARLIN Engineering, Inc.
Agency Represented

SUBCONSULTANT

GALLO HERBERT ARCHITECTS

dbpr Department of Business & Professional Regulation

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10/11/23 PM 7:29:02Z

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LICENSEE DETAILS

Licensee Information

Name: HERBERT, BRIAN PATRICK (Primary Name)
 GALLO ARCHITECTS & DEVELOPMENT CONSULTANTS INC; GALLO HERBERT APC (DBA Name)
 Main Address: 1395 NEWPORT CENTER DRIVE WEST
 DEERFIELD BEACH Florida 33442
 County: BROWARD

License Information

License Type: Architect
 Rank: Architect
 License Number: AB8015474
 Status: Current/Active
 License Date: 02/07/1996
 Expires: 02/28/2025

GBCI

GREEN BUILDING CERTIFICATION INSTITUTE

HERBERT, BRIAN PATRICK

Brian Herbert

HAS ACHIEVED THE REQUIREMENTS FOR

LEED® ACCREDITED PROFESSIONAL

BY DEMONSTRATING THE KNOWLEDGE OF GREEN BUILDING PRACTICES REQUIRED FOR SUCCESSFUL IMPLEMENTATION OF THE LEADERSHIP IN ENERGY AND ENVIRONMENTAL DESIGN (LEED®) GREEN BUILDING RATING SYSTEM™

Ruben L. Horn March 28, 2008 *Brian Herbert*

LEED AP

DAVIDSON DESIGN STUDIO, INC

Ron DeSantis, Governor Melanie S. Griffin, Secretary

dbpr

STATE OF FLORIDA
 DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

DAVIDSON, CHRISTOPHER SCOTT
 DAVIDSON DESIGN STUDIO, INC
 235 COMMERCIAL BLVD
 SUITE #206
 LAUDERDALE-BY-THE-SEA FL 33308

LICENSE NUMBER: LA0001419
EXPIRATION DATE: NOVEMBER 30, 2023

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4.5 LITIGATION AND TERMINATIONS



4.5

LITIGATION AND TERMINATIONS



July 31st, 2023

To whom it may concern:

MARLIN Engineering, Inc. (MARLIN) has never paid liquidated damages or been terminated for default. Please find below a comprehensive list of all legal proceedings involving MARLIN in the last five years.

ROBERT AUGUSTIN SPIEGEL VS TATE TRANSPORT CORPORATION, ET AL

Case Number: 13-2018-CA-014391000001
Complaint Filed: 05/02/2018 Incident Date: 10/10/2016 Status: Voluntarily Dismissed
MARLIN Engineering, Inc. provided Engineering Consulting to FDOT on a project where another subcontractor’s employee was involved in an auto accident.

SATARA NELSON ET AL VS CITY OF MIAMI ET AL

MIAMI DADE COUNTY, FL
Case Number: 132016CA019534000001
Case: Settled
Litigation is currently pending. MARLIN Engineering, Inc. was the design consultant performing civil engineering work on a City of Miami roadway. A tree impacted the view of a stop sign resulting in a driver running the stop sign and causing a traffic infraction.
Incident Date: 08/05/2014 Filed Date: 07/28/2016

CURRENT BUILDERS OF FLA VS AMAYA CONTRACTING STUCCO INC ET AL

MIAMI DADE COUNTY, FL
Case Number: 132015CA014659000001
Case: Closed- MARLIN Engineering, Inc. was dismissed.
Complaint made regarding construction. As a design consultant performing civil engineering work, MARLIN Engineering, Inc. did not perform any construction work. The entire design team were the defendants.
Incident Date: N/A, Complaint Filed: 06/29/2015
Project: The Citadel Association

GONZALEZ, YOANA VS COMMUNITY CONDOTTE DE MOYA JV LLC

MIAMI-DADE COUNTY, FL
Case Number: 132013CA032426000001
Case: Closed- MARLIN Engineering, Inc. was dismissed.
Complaint made regarding construction. As a design consultant performing civil engineering work, MARLIN Engineering, Inc. did not perform any construction work. The entire design team were the defendants.
Incident Date: 10/12/2012 Filed Date: 10/11/2013
Project: State Road 826, NW 25th Street.

CARIBBEAN CONDO ASSN INC VS CARIBBEAN GROUP OWNER LLC

Case Number: 132012CA029420000001
Case: Closed- MARLIN Engineering, Inc. was dismissed.
Complaint made regarding construction. As a design consultant performing civil engineering work, MARLIN Engineering, Inc. did not perform any construction work and was dismissed from the case. The entire design team were the defendants.
Incident Date: N/A
Date Filed: 07/26/2012
Project: Caribbean Condo Association

MARLIN

JAMIE BAKER, AS PERSONAL REPRESENTATIVE OF THE ESTATE OF JMB, JR., A MINOR V. HARDESTY & HANOVER, LLC, MARLIN ENGINEERING, INC., TIERRA SOUTH FLORIDA INC, INTERA INCORPORATED, AND TRANSYSTEMS CORPORATION.

Case Number: CACE17015443

Case: Closed- MARLIN Engineering, Inc. was dismissed.

Plaintiffs were on a boat and collided with a bridge. MARLIN Engineering, Inc. was involved in bridge inspection.

Date Filed: 08/11/2017

Date of Incident: 08/13/2015

Project: Dixie Highway Arch Deck Bridge

SEAN MAHONEY VS HARDESTY & HANOVER, LLC, MARLIN ENGINEERING, INC., TIERRA SOUTH FLORIDA INC, INTERA INCORPORATED, AND TRANSYSTEMS CORPORATION.

Case Number: CACE18018305

Case: Closed- MARLIN Engineering, Inc. was dismissed.

Plaintiffs were on a boat and collided with a bridge. MARLIN Engineering, Inc. was involved in bridge inspection.

Date Filed: 08/01/2018

Date of Incident: 08/13/2017

Project: Dixie Highway Arch Deck Bridge

EMILY GIUSTI VS HARDESTY & HANOVER, LLC, MARLIN ENGINEERING, INC., TIERRA SOUTH FLORIDA INC, INTERA INCORPORATED, AND TRANSYSTEMS CORPORATION.

Case Number: CACE18018813

Case: Closed- MARLIN Engineering, Inc. was dismissed.

Plaintiffs were on a boat and collided with a bridge. MARLIN Engineering, Inc. was involved in bridge inspection.

Date Filed: 08/07/2018

Date of Incident: 08/13/2017

Project: Dixie Highway Arch Deck Bridge

MARIA DAVILA, AS PERSONAL REPRESENTATIVE OF THE ESTATE OF CANDIDO MANZANARES VS. ODEBRECHT CONSTRUCTION, SOLID CONSULTING ENGINEERS, CARNAHAN, PROCTOR AND CROSS, RAFAEL PEREZ CAMEJO, ROVERSYS HERNANDEZ, RAMIRO ROBLES AGUILAR, FDOT, MARLIN ENGINEERING, F&J ENGINEERING GROUP, UNIVERSAL ENGINEERING SCIENCES, AND GENERAL ENGINEERS.

Case Number: 2019-002867-CA-01

Case: Closed- MARLIN Engineering, Inc. was dismissed.

Litigation is pending. MARLIN Engineering, Inc. provided design consulting services to Odebrecht Construction for a roadway. Two workers (from one of the other companies) engaged in a car race after their shift and struck and killed an Odebrecht employee.

Date Filed: 01/19/2019

Incident Date:

04/08/2017 Project:

Krome Project





4.6

COST DETAILS

EXHIBIT H SCHEDULE OF FEES

MARLIN ENGINEERING, INC. (Prime Consultant)

POSITION	HOURLY RATE
Project Manager/Chief Planner - Walter Keller, PE, AICP	\$231.00
Assistant Project Manager/Strategic Planner - Christina Fermin, AICP	\$173.00
Strategic Planner - Kathryn Marinace, MURP	\$113.00
Senior Traffic Engineer - Myra Patino, PE, PMP	\$214.00
Project Engineer - Rafael Lagos, PE	\$204.00
Senior Designer - Tara Lee-Thompson	\$120.00
GIS Specialist - Harold Pantaleon	\$135.00

GALLO HERBERT ARCHITECTS, INC. (Subconsultant)

POSITION	HOURLY RATE
Chief Architect - Brian Herbert, AIA, LEED AP	\$200.00

DAVIDSON DESIGN STUDIO, INC. (Subconsultant)

POSITION	HOURLY RATE
Chief Landscape Architect - Scott Davidson, RLA	\$200.00



Exhibit B
INFORMATION STATEMENT

Please Note: All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration)
MARLIN Engineering, Inc.

Address:
10415 Riverside Drive, Suite 101

City: Palm Beach Gardens State: FL Zip: 33410

Telephone No. 561.229.0239 FAX No. N/A

Email: Marketing@marlinengineering.com

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
_____	_____	_____	_____
_____	_____	_____	_____

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. If this section does not apply to your bid, simply mark N/A

N/A

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the Village and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, hereby agrees that the Village shall have no liability for respondent's indirect, incidental, consequential, special or

exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings.

Submitted by:

Ramon Soria
Name (printed)


Signature

President
Title

07/27/2023
Date

EXHIBIT C

NONCOLLUSIVE AFFIDAVIT FORM

STATE OF Florida

COUNTY OF Broward

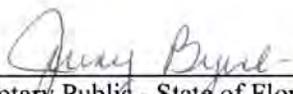
Ramon Soria, being first duly sworn deposes and says that:

1. He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting the Proposal.
2. The Proposal is genuine and is not a collusive or sham Proposal.
3. Neither the Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, have in any way, colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Proposer, firm, or person to fix the price in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price in any other Proposer; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage in the proposed Contract.
4. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Date: 7/27/2023

By 

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared Ramon Soria, an authorized representative of Marlin Engineering, Inc., well known to me and known to me to be the person(s) described in and who executed the foregoing instrument and have acknowledged before me that they executed the same. WITNESS my hand and official seal in the County and State last aforesaid this 27th day of July, 2023.


Notary Public - State of Florida at Large
(Printed, typed or stamped commissioned name of notary public)



**EXHIBIT D
DRUG-FREE WORK PLACE CERTIFICATION**

The undersigned Contractor, in accordance with Section 287.087, Florida Statutes, hereby certifies that

MARLIN Engineering, Inc does:
Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.



Proposer's Signature

07/27/2023

Date

EXHIBIT E
SCRUTINIZED VENDOR CERTIFICATION
PURSUANT TO SECTION 287.135, FLORIDA STATUTES

This sworn statement is submitted to the Village of North Palm Beach, Florida

by Ramon Soria, PE - President
(print individual's name and title)
for MARLIN Engineering, Inc.
(print name of entity submitting sworn statement)

whose business address is 10415 Riverside Drive, Suite 101, Palm Beach Gardens, FL 33410

and (if applicable) its Federal Employer Identification Number (FEIN) is: 65-0279601

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

1. I hereby certify that the above-named entity:
 - A. Does not participate in the boycott of Israel; and
 - B. Is not on the Scrutinized Companies that Boycott Israel List.

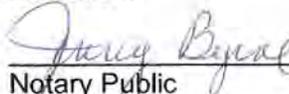
Section 287.135, Florida Statutes, prohibits the Village from contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.

As the person authorized to sign on behalf of the above-named entity, I hereby certify that the statements set forth above are true and that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees and/or costs. I further understand that any contract with the Village for goods or services may be terminated at the option of the Village if the company has been found to have submitted a false certification.



(Signature)

The foregoing document was sworn and subscribed before me this 21st day of July, 2023 by Ramon Soria, who is personally known to me or produced _____ as identification.



Notary Public

My Commission Expires: 6-21-2024



JENNY BYRNE
Commission # HH 012753
Expires June 21, 2024
Bonded Thru Budget Notary Services

EXHIBIT F
PUBLIC ENTITY CRIMES FORM

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to Village of North Palm Beach
(Print name of the public entity)

By Ramon Soria, President
(Print individual's name and title)

for MARLIN Engineering, Inc
(Print name of entity submitting sworn statement)

Whose business address is 10415 Riverside Drive, Suite 101, Palm Beach Gardens, FL 33410

and (if applicable) its Federal Employer Identification Number (FEIN) is 65-0279601
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any Proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, no jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - 4-1. A predecessor or successor of a person convicted of a public entity crime:
or
 - 4-2. Any entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a

joint venture with a person who has been convicted of a public entity crime in the State of Florida during the preceding 36 months shall be considered an affiliate.

- 5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposal applies to Proposals on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an entity.
- 6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (indicate which statement applies)

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one of more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

State of Florida
County of Broward

The foregoing instrument was acknowledged before me this 27th day of July, 2023 by Ramon Soria of Martin, who is personally known to me or who has produced _____ as identification and who did (did not) take an oath.

WITNESS my hand and official seal.

Jenny Byrne
NOTARY PUBLIC

 JENNY BYRNE
Commission # HH 012753
Expires June 21, 2024
(Name of Notary Public, Print, Stamp, or type as Commissioned)

EXHIBIT G REFERENCES

PROPOSER REFERENCES

Please submit a minimum of five references in detail; give client references who have been clients (of the Proposer) for at least one year (preferably municipal governments or other governmental agencies of similar size in Florida where your company has provided same and similar services General Planning Services). The Village may contact some of the Proposer's current and former clients, both supplied by the Proposer and independently derived, to request that they validate the qualifications of the Proposer and the accuracy of the claims made by the Proposer in its Proposal, and that they assess the Proposal's ability to perform the types, level and quality of services that the Village desires. All references contacted will be asked to rate those aspects of the Proposal's performance on a scale from 0 – 5: zero (0) being poor and (5) being excellent.

- Excellent: Frequently exceeds client reference's specifications/requirements
- Good: Meets client reference's specification/requirements
- Poor: Frequently does not meet client reference's specifications / requirements

1. CUSTOMER NAME:	Town of Surfside
CUSTOMER LOCATION:	Surfside, Florida
POPULATION, if Government:	
CUSTOMER CONTACT PERSON :	Hector Gomez
CUSTOMER PHONE NUMBER:	305.861.4863 ext 232
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	hgomez@townofsurfsidefl.gov
PROJECT DESCRIPTION:	General Planning Services

MARLIN currently provides planning services for the Town of Surfside. Services including development review, Planing and Zoning Board assistance, staff reports for Planning and Zoning Board applications, zoning interpretation and review, Business Tax License review, permitted uses, comprehensive plan services, presenting planning items at Town Commissions, special studies, and responding to residents and developer requests.

2. CUSTOMER NAME:	City of Port St. Lucie
CUSTOMER LOCATION:	Port St. Lucie, Florida
POPULATION, if Government:	
CUSTOMER CONTACT PERSON :	Jennifer Davis
CUSTOMER PHONE NUMBER:	772.344.4342
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	jdavis@cityofpsl.com
PROJECT DESCRIPTION:	Village Green Drive Master Plan

MARLIN prepared a Master Plan which identified and assessed existing transportation and conditions along Village Green Drive. Recommendations included multi-modal transportation

improvements, place-making techniques, and landscape treatments. MARLIN prepared a conceptual Master Plan for the Village Green Drive corridor and investigated the impacts of multiple concepts on pedestrian and bicycle safety, right-of-way impacts, utilities, and neighboring communities. Two typical sections were provided with a corridor rendering and 15% design plan sheet of the preferred alternative was created.

3. CUSTOMER NAME:	City of Pembroke Pines
CUSTOMER LOCATION:	Pembroke Pines, Florida
POPULATION, if Government:	
CUSTOMER CONTACT PERSON :	Karl Kennedy
CUSTOMER PHONE NUMBER:	954.518.9040
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	kkennedy@ppines.com
PROJECT DESCRIPTION:	Traffic Eng Services & Development Review Committee Assistance

MARLIN provides engineering reviews of traffic issues associated with new and modified projects for the Development Review Committee (DRC) and performs traffic engineering reviews of projects submitted for permitting. MARLIN also performs miscellaneous traffic analysis and traffic engineering study services. along with engineering reviews of projects submitted for permitting for compliance with City Standards, Codes, and Engineering Standards as requested by the Planning and Economic Development and Engineering Departments on an as needed basis. Studies include roadway capacity analysis, signal warrant studies, roadway safety studies, roadway geometric design.

4. CUSTOMER NAME:	City of South Miami
CUSTOMER LOCATION:	South Miami, Florida
POPULATION, if Government:	
CUSTOMER CONTACT PERSON :	Aurelio Carmenates
CUSTOMER PHONE NUMBER:	305.403.2063
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	acarmenates@southmiamifl.gov
PROJECT DESCRIPTION:	General Engineering Contract

The City of Fort Lauderdale tasked MARLIN to provide plan documents to allow the City to repurpose the outside lanes on NE 15th Ave from Sunrise Boulevard to the north of 13th Ave to buffered/protected bicycle lanes. These plans included harmonization with the bike lanes north of NE 13th Ave, at least one location for a median neighborhood entry sign, bike boxes, opportunities to locate protective planters, and two mid-block crossing locations. The FDOT also tasked MARLIN with analyzing the NE 11th Street/NE 15th Ave intersection and the proposed safety improvements at the Publix/Walgreens/ NE 15th Ave access points. This analysis showed the impacts of safety/traffic calming on 15th Ave from Sunrise Boulevard to 11th Street to the Sunrise Boulevard/NE 15th Ave intersection. The analysis also included two alternatives for the Publix/Walgreens intersection.

5. CUSTOMER NAME:	City of Fort Lauderdale
CUSTOMER LOCATION:	Fort Lauderdale, Florida
POPULATION, if Government:	
CUSTOMER CONTACT PERSON :	Karen Warfel
CUSTOMER PHONE NUMBER:	954.828.3798

CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	kwarfel@fortlauderdale.gov
PROJECT DESCRIPTION:	NE 15th Avenue Lane Repurposing
<p>The City of Fort Lauderdale tasked MARLIN to provide plan documents to allow the City to repurpose the outside lanes on NE 15th Ave from Sunrise Boulevard to the north of 13th Ave to buffered/protected bicycle lanes. These plans included harmonization with the bike lanes north of NE 13th Ave, at least one location for a median neighborhood entry sign, bike boxes, opportunities to locate protective planters, and two midblock crossing locations. The FDOT also tasked MARLIN with analyzing the NE 11th Street/NE 15th Ave intersection and the proposed safety improvements at the Publix/Walgreens/ NE 15th Ave access points. This analysis showed the impacts of safety/traffic calming on 15th Ave from Sunrise Boulevard to 11th Street to the Sunrise Boulevard/NE 15th Ave intersection. The analysis also included two alternatives for the Publix/Walgreens intersection: MARLIN’s short-term alternative and the Lake Ridge Neighborhood’s proposed relocation of the Walgreens Driveway. MARLIN performed this project under MARLIN’s Traffic and Transportation Engineering and Planning Services contract.</p>	

MARLIN



MARLIN Engineering, Inc.

10415 Riverside Drive, Suite 101
Palm Beach Gardens, FL 33410
561.229.0239

Contact Person

Walter Keller, PE, AICP

Project Manager
954.257.9690
wkeller@marlinengineering.com

www.marlinengineering.com

Village of North Palm Beach



GENERAL PLANNING AND DESIGN

JULY 31, 2023

RFP-2023-06-CGY-COMMDEV-0-2023/CGY

Primary Contact:

Leslie A. Del Monte, NCARB, Project Manager | 305.450.5307
401 East Las Olas Boulevard, Suite 1400, Fort Lauderdale, FL 33301 (Primary Office Location)


Inspire

PLACEMAKING COLLECTIVE

4767 New Broad Street, Orlando, FL 32814 (Headquarters)
George Kramer, AICP - President | 407.202.8387

Planning Services

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*Excluded from page limit (tabs, Overall Approach to the Scope of Services section, Resumes, Licenses, Exhibits A-H-Required Forms)

July 31, 2023

Attn: Village Clerk
501 US Highway
North Palm Beach, FL 33408

Re: RFP-2023-06-CGY-COMMDEV-0-2023/CGY - General Planning Services

Dear Members of the Selection Committee,

For more than 60 years, the Village of Palm Beach has maintained a balance of natural beauty and a high quality of life for residents. Thoughtful planning will keep North Palm Beach as the best place to live under the sun.

Inspire Placemaking Collective, Inc. (Inspire) was founded in 2022 as a formal spin-off of S&ME, Inc.'s planning and landscape architecture divisions which have been in operation for more than 20 years. With a team of thirteen planners that possess more than 200 years of collective experience, Inspire offers a traditional city planning practice, with a depth and breadth, that is unique within today's marketplace.

Our practice focus includes comprehensive planning, land development code updates, form-based codes, design guidelines, redevelopment, economic development, historic preservation, and small area studies. We have assisted numerous cities and counties with the preparation of streamlined, user-friendly land use plans, comprehensive plans, land development regulations, form-based codes, design standards, and technical manuals. Our current and previous clients range from rural counties to fast-growing urban communities.

Our work is rooted in a commitment to Placemaking, a design perspective that recognizes the relationship between transportation, private development, and civic spaces. We think beyond project site boundaries and plan for the people and experiences of the larger place and community. **Inspire is committed to creating great places, safe streets, and thriving communities.** Thank you for this opportunity to present our qualifications for your consideration. We hope to have the opportunity to expand upon our ideas and experience through the interview process.

Sincerely,
Inspire Placemaking Collective, Inc.



Leslie A. Del Monte, NCARB
Project Manager
ldelmonte@inspireplacemaking.com



George Kramer, AICP, LEED AP
President/Authorized Representative
Gkramer@inspireplacemaking.com





01

Introduction Letter



Introduction Letter

Committed to creating great places, safe streets, and thriving communities.

We are interdisciplinary. We are committed to extensive collaboration across disciplines; to develop bold ideas and cutting-edge designs without undermining function.

We seek partnerships. We seek clients that share our vision and values to build long-term relationships; these partnerships are required for transformative initiatives.

We are committed to excellence. What we do is impactful and important; we provide compelling ideas, creative designs and thorough documents.

We are Placemakers. Our team leads efforts from planning to design and through construction; the ultimate metric of our success is quality-built projects designed for people and experiences.

Inspire Placemaking Collective, Inc. (Inspire) is a newly formed company, comprised of an established planning and landscape architecture practice that has been in operation since 1999. Inspire was established in 2022 as a formal spin-off of S&ME, Inc.'s planning and landscape architecture divisions. This purchase provided a legal transition of personnel, projects, and portfolio to Inspire.

Inspire's team consists of 22 full-time employees, of which includes thirteen (13) planners with more than 200 years of collective experience. Our team has developed a practice focused on traditional planning, including Comprehensive Planning, Land Development Codes, Redevelopment, Economic Development, Historic Preservation, and Small Area Studies. **We are Specialists.**

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Comprehensive
Planning Projects

49

Land
Development
Code Projects

54

Community
Redevelopment
Agency Clients

7

Active
Development
Review Clients

Comprehensive Plan and Land Development Code projects include assessments, amendments, and full re-writes.

We are **headquartered in Orlando**, at the address of **4767 New Broad Street, Orlando, FL 32814 (407.202.8387)**, and the local office servicing this contract will be **401 E. Las Olas Blvd Suite 1400, Ft Lauderdale, FL 33301 (305.450.5307)**. We have selected Leslie Del Monte as Project Manager due to her skill set and expertise, as described in her attached resume.

Our Inspire team members have been offering Planning services in Florida since 1999. The great majority of clients served by our Planning team consist of public sector clients (cities, counties, and local, regional, and state agencies) and our practice has been focused on traditional municipal planning projects, including comprehensive planning, development regulations and plan reviews, special plans, economic development, redevelopment, historic preservation, and small area plans. We are proud to provide continuing planning services for many long-term clients including Manatee County and Kissimmee since 2015, and Melbourne since 2006. These long-time relationships reflect our dedication, responsiveness, and professionalism. **The following paragraphs describe how our expertise in providing planning services aligns with the Village's request for services:**

Comprehensive Plan Updates, Amendments and Evaluations: We have prepared, amended, rewritten and/or assessed comprehensive plans for more than 40 local governments. We have prepared Evaluation and Appraisal Reports (EARs), EAR-Based Plan Amendments, and Plan Amendments. Some of our past clients include the cities of Apopka, Clermont, Cocoa, Casselberry, Clermont, Edgewater, Eustis, Fort Pierce, Green Cove Springs, Lake Wales, Mascotte, Melbourne, Sebastian, St. Cloud, West Park, Wildwood, and Winter Springs, and DeSoto, Manatee, Osceola, Putnam, Seminole, Sumter, and Volusia counties. Most rewrites performed included the preparation of population projections using State-accepted statistical methods.

Code Amendments: Our team has assisted numerous jurisdictions with the rewrite or amendments to their land development and zoning regulations. We prepared the City of Palm Coast's first land development code, rewrote the City of Melbourne's Zoning Code, provided peer review for the rewrite of the City of West Melbourne's LDR, and prepared form-based codes for Gainesville, Hardeeville, SC, Kissimmee, Orlando and Apopka. We have assisted the cities of Apopka, Gulf Breeze, Lady Lake, Lakeland, Melbourne, Orlando, Orlinda, TN, Ormond Beach, Winter Springs, and the counties of Manatee and Volusia with amendments to their land development codes to incorporate new regulations.

Development Review: Our planners have extensive experience in helping municipalities with development review. We have assisted the City of Gulf Breeze with reviews for compliance with architectural standards; the City of Melbourne with the review of Certificates of Appropriateness; and the Cities of Minneola and West Park with site plan review.

01 | Introduction Letter

We have also assisted the Town of Lady Lake and the cities of Kissimmee, Oviedo, Minneola, and Sebastian with reviews of subdivision and commercial site plans for compliance with development regulations. We even helped Manatee County put together a development review procedures manual.

Interpretations: In addition to our extensive code writing expertise, our planners offer the unique characteristic of having implemented codes for several jurisdictions as well. This well-rounded approach lends itself to effective zoning and code interpretations on behalf of municipalities.

Planning Studies: Most of our Planning team's work involves some type of land use analysis. Comprehensive plans, small area plans, land development codes, and corridor plans are all required to address land use. We have conducted detailed land use studies to address changes in development trends (City of Mascotte), calculate land use absorption over time (Volusia County), to consider the designation of activity centers (Melbourne), and to assess the need to change policy and regulations (Manatee County). We have also assisted clients with special planning studies. Some examples include helping the City of Lakeland with analyses of building height and concentration and bars in downtown; and the City of New Smyrna Beach with an assessment of their density calculations.

Economic Development Planning & Research: We have worked with clients in visualizing the development form and economic development potential of sites, corridors, neighborhoods, and districts. The plans typically address building massing, site circulation, open space, stormwater, and connectivity to the surrounding context. We recently assisted the cities of Sanford and Kissimmee with the design of a multi-use development in their respective downtowns, the Sanford Waterfront Redevelopment Master Plan and the Kissimmee Beaumont Master Plan. For Manatee County, we developed master site plans for three vacant or under-utilized parcels (catalyst sites) to develop an understanding of the highest and best use for the properties. Through this exercise, our team identified/implemented modifications to the comprehensive plan and land development regulations to facilitate infill and redevelopment, improve the quality of development, and allow the County to realize its vision of a revitalized, walkable urban center.

Our work is rooted in a commitment to Placemaking, a design perspective that recognizes the relationship between transportation, private development, and civic spaces. We think beyond project site boundaries and design for the people and experiences of the larger place and community. We are excited for the opportunity to work with North Palm Beach and align our approach with the Village's.



George Kramer, AICP, LEED AP - President/Authorized Representative



02

Approach to the Scope of
Services

Overall Approach

The RFP lists several types of services and potential planning projects. Every project is unique and deserves a tailored approach. However, based on our experience working with public clients, we have developed the following generalized approach to communicate the various steps we would propose for undertaking future projects in North Palm Beach:

When the Village requests a scope and fee for a specific project, Leslie A. Del Monte (Project Manager) will proceed to schedule a **scoping meeting** with Village staff to discuss project objectives, desired tasks and schedule. She will then prepare a proposal identifying the detailed project **scope of work, fee, and schedule** for Village staff review and approval.

SCOPING



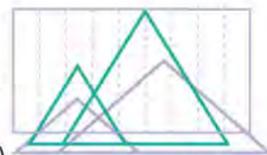
KICK-OFF MEETINGS



After receipt of the signed Work Assignment for a project, Ms. Del Monte will facilitate a project **kick-off meeting** with Village staff and Inspire's key team members. At this meeting, project roles and assignments will be discussed, and the project milestone dates will be clearly identified.

The next step for most projects, after the kick-off meeting, is the **acquisition of data** and information relative to the project. The Project Manager will coordinate with Village staff to retrieve all available Village information and documents and with other local and regional agencies to obtain the most current and accurate data available. We also utilize industry-standard sources including US Census Data, University of Florida-Bureau of Economic and Business Research (BEBR), United States Geological Survey (USGS), ESRI Business Analyst, IMPLAN, and American Community Survey.

DATA ACQUISITION



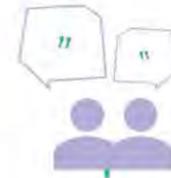
For some projects, we research similar communities around the state and, in some cases, the country and create a **best practices** matrix. We interview planning staff of those communities to understand how their adopted ordinances (policy/regulations) have worked. We also like to perform case studies. Case studies help identify obstacles or issues with current policy, regulations or procedures.

ASSESSMENT REPORT



As we move through the data gathering phase, we can begin reviewing and analyzing that data and preparing an **assessment report** with findings and general recommendations based on our professional expertise and best management practices.

PUBLIC INVOLVEMENT



The data collected is complemented by community input gathered via online surveys, in-person workshops and individual stakeholder interviews. Most planning projects will involve **public participation**. For certain types of projects, such as visioning or changes in local policy and regulations, early public participation is a key component as analyzing data without input from the local community may lead to results that are not specifically tailored to the community. The Inspire team is accustomed to engaging the public in well-organized in-person, virtual or hybrid charrettes, workshops, stakeholder meetings, walkabouts, and public hearings. We have facilitated numerous workshops in the past for a variety of projects including forums intended to help the public communicate their vision to the jurisdiction, meetings designed to educate a certain population on new planning practices and technologies, and exercises intended to help groups brainstorm current practices and come up with proposed changes.

Once we have the assessment report completed, and the comments and desires from the community communicated to us, we then proceed to prepare the **primary deliverable** of the project, which may include a map or graphic, an assessment report, a recommendation, an ordinance, plan amendments, or any other planning material. When it comes to preparing a deliverable, Inspire remains at the forefront of planning technology and innovation. Our multidisciplinary professionals weave together graphic design, mapping services, clear and concise writing, community input and website development to create the most notable project results.

DELIVERABLES



APPROVAL



Once the deliverable is complete, we take it through the **approval process**, which can vary from administrative review to Commission final approval. In addition to our public participation experience we are skilled at developing easy to follow presentations that highlight the key project components for reviews or adoption. We like to take our projects all the way through the process to completion to ensure that our clients' goals and objectives are fully satisfied. We pride ourselves on making our clients happy, as evidenced by fact that we have been working for the same clients for many years.

The approach outlined above will be made more specific and tailored to meet the Village's needs and objectives as projects are identified. We like to work closely with Village staff to identify the best approach to each project.

The approach for on-call development review services will differ from the approach detailed above. In our past experience working as adjunct staff, we have learned that every community has different needs. Some communities have started using online application intake/review platforms, while others are still taking actual printed plans. We are willing to work with staff closely to learn the specific needs and serve you with the most appropriate approach.

Management Approach/Primary Contact

Leslie A. Del Monte will serve as the project manager for this effort and she will be designated as the Village's primary point of contact. Ms. Del Monte has extensive public and private sector planning experience and will be directly responsible for the day-to-day management of the work products and the associated administrative matters.



Phone: 305.450.5307
Email: Ldelmonte@inspireplacemaking.com
Office Location: Fort Lauderdale, FL

We believe that for every project to be successful, it must start with a very detailed **scope of work, schedule, and budget.** These items, coupled with ongoing communication between Inspire and Village staff, are key to ensuring we will meet the needs of our clients.



SCOPE OF WORK

A thorough scope of work is a critical factor in the ability to meet a schedule and ensure cost control. Inspire believes in organizing project tasks into a logical sequence, providing consistent project direction, and utilizing standardized quality control procedures. Project teams, schedules and budgets will be established and managed by Ms. Del Monte, who will be responsible for ensuring that all team members are performing their tasks on time and within budget.



SCHEDULE

The project schedule will determine the time it will take Inspire to prepare and deliver products, the time that Village staff will require to review work products, meeting dates, and deadlines for deliverables. Inspire places a high priority on incorporating realistic timeframes into the schedule. We identify any potential delays or roadblocks that may be encountered during the completion of the project so we can have a plan for those situations.



COMMUNICATION

We will ensure continuous communication with Village staff and will schedule recurring progress meetings to address any questions or concerns that Village or Inspire staff may have. We will also hold internal team meetings on a weekly basis to ensure the projects are running smoothly, Inspire staff resources are adequate, upcoming meetings are identified, and project charges are within the approved budget for each task.



GREAT CUSTOMER SERVICE

Great customer service is the lifeblood of our organization. Ms. Del Monte will serve as our primary point of contact for the Village. She is an accomplished planner and project manager who has a proven track record of quality service to our municipal clients, consistently providing projects deliverables on time and within budget.

Working Knowledge of the Village of North Palm Beach

With the recent completion of the market study, the Village can implement text amendments through an economic development lens. This will allow a focus on where more intense or dense development can go, while maintaining the existing lower scale patterns where appropriate. The 2016 Citizen’s Master Plan clearly served as the catalyst for the conversations surrounding redevelopment, however implementation is typically a challenge for planning studies. The land use and zoning amendments that have been adopted to help materialize the vision in the Master Plan are an example of the timeframe and sequencing that it takes to effectuate changes. Our team not only understands this, but would ensure that the vision is continually the focus in the work we perform.

The focus on walkability within the Comprehensive Plan aligns with Inspire’s mission of providing safe streets. We believe that walkability is a primary pillar of placemaking. The redevelopment and development efforts that incorporate connectivity within the Village are elevating the quality of life for the residents.

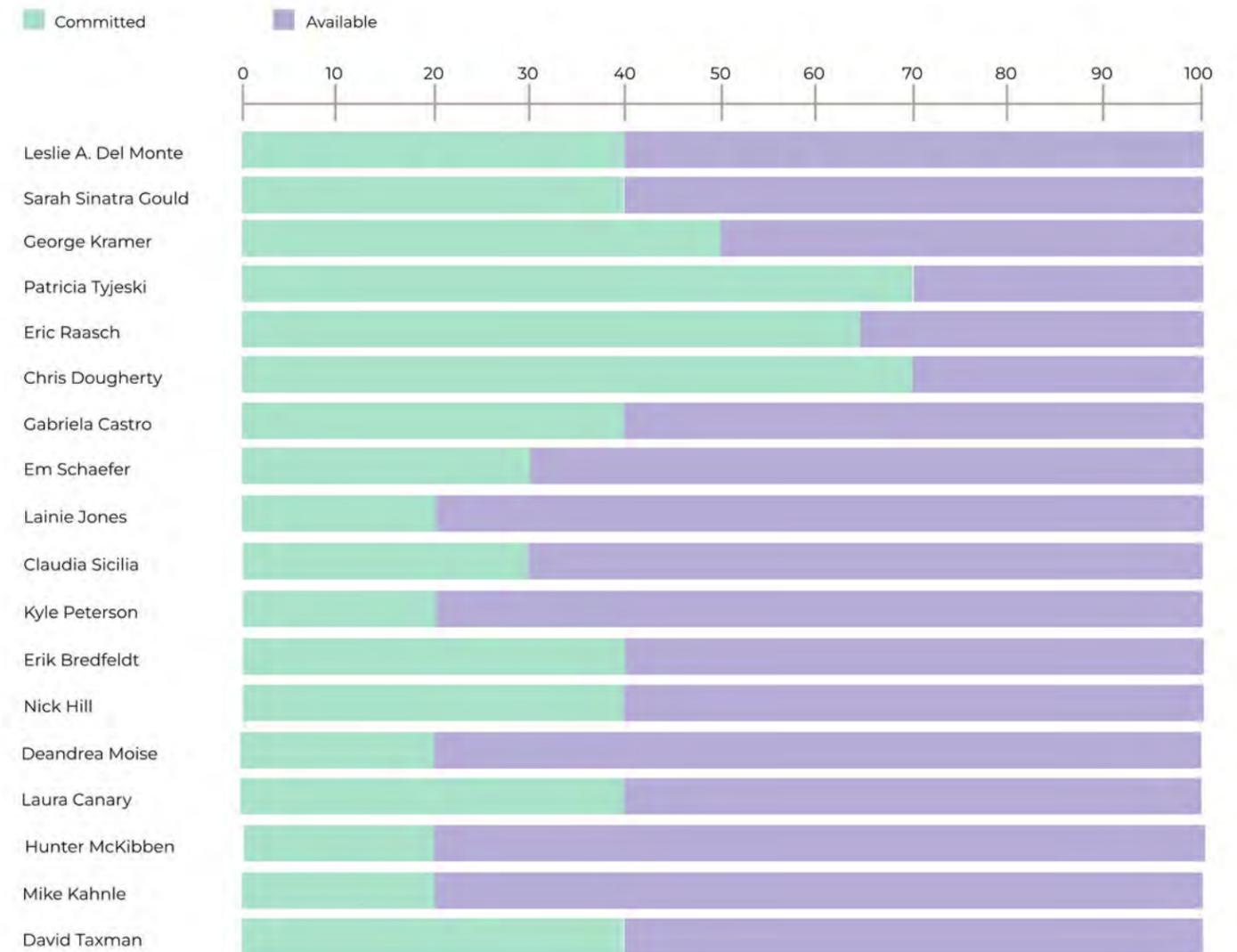


Summary of Proposer Resources

Our team has planners throughout the southeast who have varying and unique skill sets to meet the needs of the Village. In addition to the general planning skills already described, we have team members who have served as Planning Managers and Directors, Development Review chairs, GIS Specialists Historic Preservation officials, Economic Development Directors, and Redevelopment Specialists. Our focus is on public sector projects, resulting in a range of experience to share with the Village.

Current Workload

Our team understands that the Village places a priority not only on the provision of quality work completed within budget parameters, but also on meeting the Village’s expected project schedule. Accordingly, our assigned staff members have been selected for both the relevance of their professional qualifications, as well as their immediate and continued ability to commence work upon direction by the Village. We rigorously examine our workload capacity at weekly staff meetings in which we determine project priorities, staff assignments, and the deliverables due for the upcoming week. Below is a graphic representation of current commitments for our key team members.



Innovation Concepts

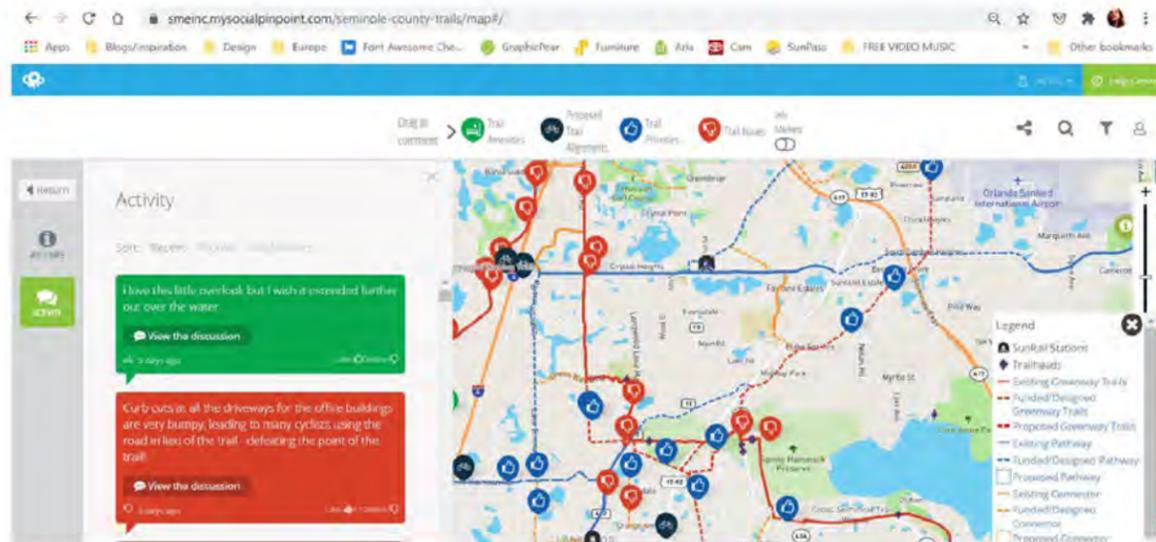


Visioning requires the engagement of many diverse stakeholders in a conversation about the future of their community. Facilitating a successful visioning effort requires some degree of consensus from these stakeholders and clear communication of complex topics is an essential element.

Inspire utilizes the latest trends in technology to supplement traditional and time-tested planning techniques such as in-person workshops, design charrettes and stakeholder interviews. The following are examples of the technology that is utilized in Inspire's planning process.

Interactive Project Websites

An interactive project website provides a platform where the community can receive information and updates as well as give feedback and input. While there are many different online platforms available in the marketplace, Inspire has forged a strong partnership with Social Pinpoint. Their platform includes over forty tools including interactive mapping, surveys, before/after visualization, and embedded video. In addition to these great features, which can be utilized throughout the community engagement process, this platform provides a powerful data summary tool. At the close of the engagement process, all the data gathered on the site can be neatly summarized and organized with the click of a button. This feature eliminates the wasting of precious project resources on time-consuming summary reports.



**St. Augustine
Community
Redevelopment Plan
Update:**

**Greater Lacoochee
Community Plan:**

Design & 3D Visualization

Historically, planning and community design efforts were advanced through two-dimensional site plans and renderings. Oftentimes these methods did not provide a clear picture of the design intent, especially to community members not familiar with how to read a site plan. Ten community members could look at the same plan and leave with ten different impressions.

The proliferation of three-dimensional design has been a game changer for community planning by providing a “common language” to communicate design ideas with residents and elected officials. Inspire is proud to be at the forefront of this technology with the ability to quickly advance two-dimensional sketches and plans



City Center Plan - Pinellas Park, FL

Fly-Through Video: [Click Here](#)

into 3D using Google SketchUp. Upon completion of the layout and massing in SketchUp, the model is imported into Lumion, where it comes to life utilizing color, lighting and realistic digital imagery. These finished Lumion models can be experienced through static perspective drawings, at any angle, as well as virtual reality goggles or fly-through videos.

Virtual/Hybrid Workshops

While in-person outreach activities including, workshops, design charrettes and pop-up events are essential elements of an inclusive community engagement process, virtual workshops can serve as a powerful supplement that provides additional opportunities to participate in the process to those who are constrained by mobility or schedules.



Inspire is experienced in facilitating virtual workshops via Teams, Zoom and Webex. This experience has provided us with the ability to anticipate and technical issues as well as utilize tools such as virtual breakout rooms, white boards and real-time polling.

Social Media

Social media can be a powerful tool for community planning because it allows for easy and direct communication with community members.

We understand that different communities use different social media platforms, including Facebook, Twitter, and Instagram. It will be important to identify the ones that are most commonly used within the Village of North Palm Beach at the outset of the planning process.

We can create unique project accounts on each of these platforms or utilize existing Village accounts. Once established, it will be important to include information about the Visioning effort in the profile and post regular updates.

Effective use of social media is a fundamental component of Inspire’s planning process and the following are best practices that will be utilized to maximum community engagement on these platforms.

- **Engage with community members:** Use social media to engage with community members and solicit their feedback on community planning issues. Ask questions, conduct polls, and share information about community planning efforts. Respond to comments and feedback in a timely and respectful manner.
- **Share information about community meetings and events:** Use social media to share information about upcoming community meetings and events. This can help increase attendance and engagement.
- **Monitor social media conversations:** Monitor social media conversations about community planning to identify issues and concerns that may need to be addressed. Use this information to inform your community planning efforts.
- **Evaluate social media engagement:** Evaluate your social media engagement regularly to determine what is working well and what can be improved. Use this information to adjust your social media strategy and improve your community planning efforts.



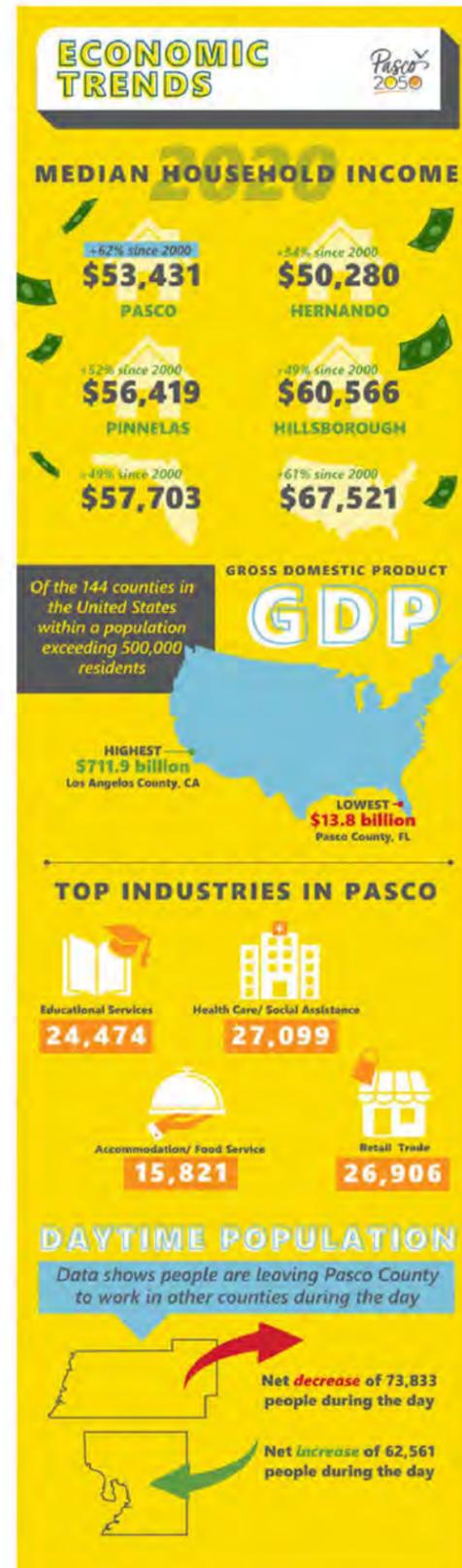
Data Visualization

Data visualization is a graphical representation of data that communicates information in an accessible, user-friendly format. It is a powerful tool that enables people to understand, analyze and communicate data more effectively.

Visualizing data helps people identify patterns, relationships, and trends that may not be immediately apparent from raw data. It allows decision-makers to make informed decisions based on the insights gathered.

Inspire is committed to a data-driven planning process and places a high priority on developing compelling data visualization exhibits. Our emphasis on data visualization has shown the following benefits.

- **Increased Engagement:** People are more likely to engage with data if it is presented in an attractive and visually appealing way. Data visualization can help capture people's attention and keep them interested in the information being presented.
- **Better Communication:** Data visualization makes it easier to communicate complex ideas and data to a wide range of audiences. It is particularly useful for presenting information to non-technical stakeholders.
- **Faster Data Analysis:** By presenting data visually, it is easier to analyze data sets and identify patterns and outliers. This enables faster decision making and problem-solving.



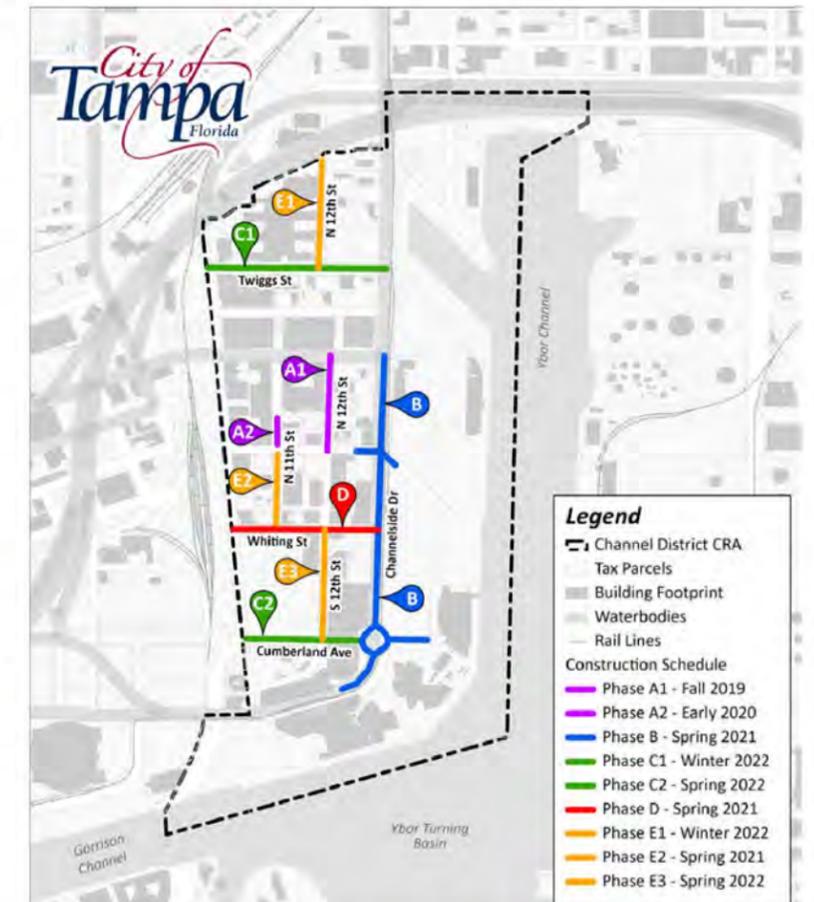
GIS Analysis/Mapping

Equipped with a robust suite of ESRI ArcGIS tools, Inspire is adept at solving complex community problems through geographic information systems mapping and spatial analytical tools. A number of our team members utilize GIS tools and extensions in their daily work products, which provides our professionals with a strong GIS knowledge base. Most, if not all, projects developed and prepared by the Inspire planning group include a GIS component.

With our extensive experience with GIS mapping and analysis, Inspire is proficient at identifying appropriate GIS data sources. We also maintain a significant repository of GIS datasets collected from reputable local, regional, state and national sources housed in our GIS library for ease of access. During the data collection process, Inspire will coordinate with the Village's GIS analysts to obtain the latest data needed for the project. We anticipate utilizing the Property Appraiser's, County planning, and utility data, in addition to federal, state and regional data (i.e. water management district, FDEP, FDOT, FEMA) etc.

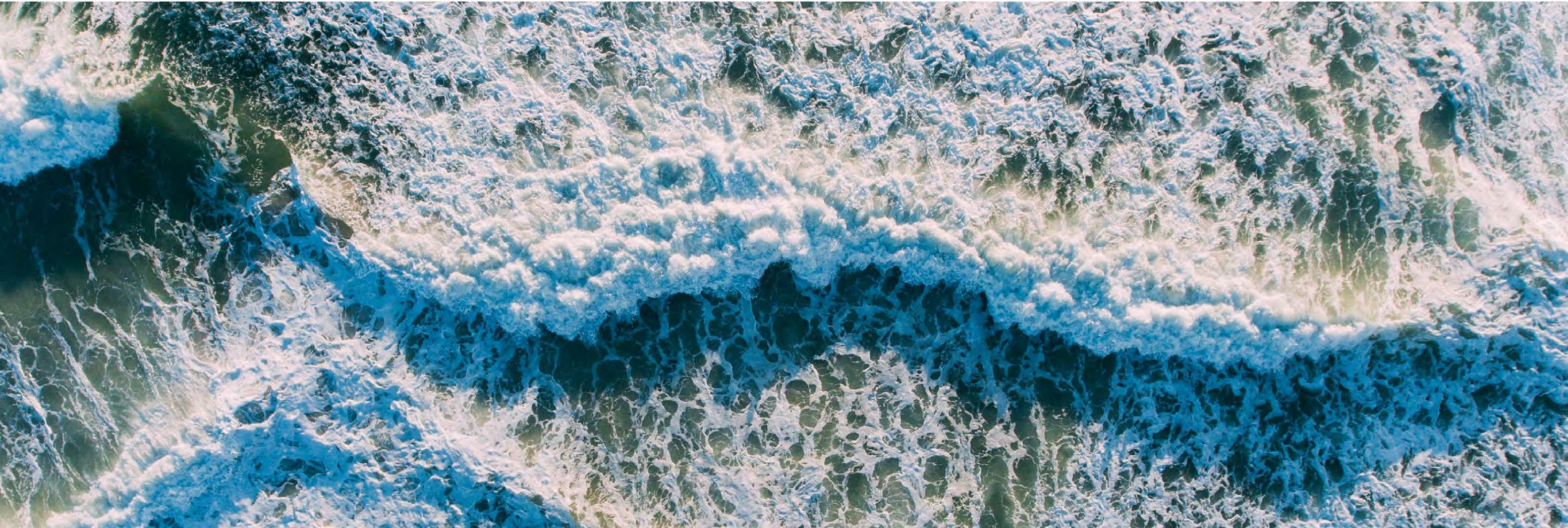
To supplement the vast demographic databases Inspire compiles from reputable data sources (e.g. US Census, BEBR, Housing Data Clearinghouse, FGDL, etc.), we utilize ESRI Business Analyst Online (BAO). ESRI BAO is a web-based analytical tool utilized to provide custom demographic and market data for specific geographic areas, which is integrated into our GIS analyses.

Our GIS team also utilizes ESRI StoryMap to present public facing data and project deliverables. This easy to use format is a powerful tool in sharing spatially referenced information in a manner that provides the user with an interactive experience. The application is multifaceted which allows the seamless viewing of mapping products, data and analytics, as well as relevant project information.



Cost Containment Approaches/Additional Alternative Ideas

The cost of facilitating the public engagement portion of a project always seems to comprise a large portion of the budget. While it is arguably the most critical component of the process, there are potential cost savings that could be achieved. Also, remote or virtual meetings have shown to be efficient and effective ways to reduce costs and accelerate deadlines.





03

Work Experience

📍 Fort Pierce *Continuing Planning Services*

DATES

2019 (Comprehensive Plan) | 2020 (Community Redevelopment Plan Update) | 2022 (Downtown Master Plan)

CLIENT NAME/PHONE/EMAIL

Shyanne Harnage, Economic Development Director | 772.467.3034 | Sharnage@cityoffortpierce.com

KEY PROJECT STAFF

George Kramer, Patricia Tyjeski, Chris Dougherty, Em Schaefer, Claudia Sicilia

ADDRESS

100 North US 1, Fort Pierce, FL 34950

COST

\$33,500 (Comprehensive Plan) | \$75,000 (Community Redevelopment Plan Update) | \$158,500 (Downtown Master Plan)

Comprehensive Plan Update

Inspire prepared an update to the City's Comprehensive Plan to address recent legislation and incorporate cumulative amendments not accounted for since their adoption. The scope included preparation of a matrix that listed which portions of the City's Plan needed to be amended based on statute changes. The matrix served as the basis for amending the Plan. Inspire updated the future land use map series to include past amendments and update the content of each map. Inspire incorporated Peril of Flood legislation that included reducing flood risks in coastal areas, identifying the limits of sea level rise, and encouraging the use of strategies that will result in the removal of property from flood zones.

Community Redevelopment Plan

Inspire prepared the update to the City's 2001 CRP to reflect changes in the conditions of the CRA subsequent to the Plan's adoption and the implementation status of long-term redevelopment projects. Extensive public input and outreach (website, workshops, and listening sessions) identified each character districts' unique assets, challenges, and opportunities.

Downtown Master Plan

Fort Pierce has a rich history in agriculture and deep-sea fishing. In sharp contrast to the rapid and dense population growth experiences in communities further south, the City has maintained its small-town character. Inspire was hired by the City to develop a Strategic Master Plan that would promote high-quality redevelopment that's in line with the City's history, character, and high standard of living.



📍 Kissimmee *Continuing Planning Services*

DATES

2017 - 2019 (Land Development Code & Form-Based Code) | 2020 - 2021 (Community Redevelopment Plan) | 2021 - 2022 (Vine Street)

CLIENT NAME/PHONE/EMAIL

Craig Holland, AICP, Development Services Director | 407.518.2148 | Cholland@kissimmee.org

KEY PROJECT STAFF

Patricia Tyjeski, George Kramer, Chris Dougherty, Claudia Sicilia, Em Schaefer

ADDRESS

101 Church Street, Kissimmee, FL 34741

COST

\$300,000 (Land Development Code & Form-Based Code) | \$149,000 (Community Redevelopment Plan) | \$58,500 (Vine Street)

Land Development Code & Form-Based Code

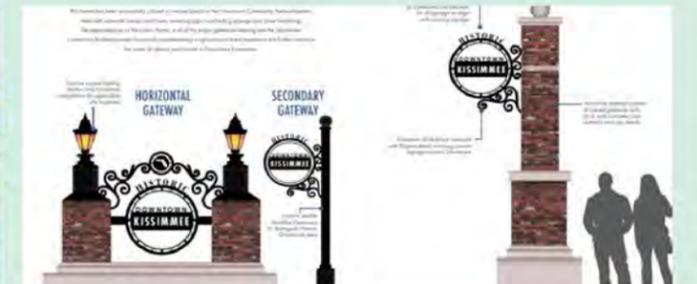
Inspire was tasked with the update of Kissimmee's Land Development Code, which incorporated form-based code regulations for the downtown area and Vine Street corridor. The form-based code and other LDC revisions established a framework for the City to facilitate infill and redevelopment, implemented past studies and plans for the downtown and surrounding areas, enabled better and safer development patterns (thereby improving the quality of the built environment), and gave citizens, developers, builders, and property owners predictable standards.

Community Redevelopment Plan Update (Downtown)

Kissimmee's historic downtown has experienced a renaissance benefiting from a downtown SunRail station and surge in downtown residential and retail development. As part of the update to the Downtown Redevelopment Plan, Inspire identified redevelopment strategies, targeted opportunity sites, and public realm improvements to strengthen the City's downtown neighborhoods and reinforce the City's historic themes and development pattern.

Vine Street (US 192) Landscape Master Plan

Inspire worked with the City of Kissimmee Vine Street CRA to develop a landscape master plan for the Vine Street/US 192 Corridor within the city limits. As part of the process, Inspire led a one-day design workshop with City staff and stakeholders to discuss the opportunities and constraints along the corridor and to develop design strategies. A key goal of the project was to show how the City's newly adopted form-based code could influence the landscape master plan for the corridor. Inspire provided 3D perspectives of the proposed streetscape and intersection treatments.



Melbourne *Continuing Planning Services*

DATES

2016 - 2017 (Comprehensive Plan) | 2008 - Ongoing (Historic Preservation) | 2023 (New Haven Streetscape Conceptual Design)

CLIENT NAME/PHONE/EMAIL

Cindy Dittmer, Community Development Director | 321.608.7500 | Cindy.dittmer@mlbfl.org

KEY PROJECT STAFF

Patricia Tyjeski, Chris Dougherty, Nick Hill, Leslie A. Del Monte, Michael Kahnle,

ADDRESS

900 East Strawbridge Avenue, Melbourne, FL 32901

COST

\$33,780 (Comprehensive Plan) | \$20,000 Per Year (Historic Preservation) | \$80,000 (New Haven Streetscape Conceptual Design)

Comprehensive Plan Update

This effort included the preparation of new population projections, and the update of the future land use needs based on a vacant lands suitability analysis and current future land use map, an update of the housing projections/demand based on the Florida Housing Data Clearinghouse adjusted to reflect the new population projections, and mapping the potential flood areas to support the City in their drafting of development and redevelopment strategies for incorporation into the Coastal Management Element per Senate Bill 1094.

Historic Preservation

Have served as the City's Historic Preservation Officer since 2008. Provide City Staff and property owners support with the implementation of the historic preservation code and the inventory, preservation, and celebration of historic resources.

New Haven Avenue Streetscape Conceptual Design

Currently providing master planning, public engagement, and conceptual design services to redesign a 0.5-mile stretch of New Haven Avenue. The project includes an interactive project website, a full-day charrette, design alternatives, and a 3D visualization of the final design with a modeling fly-through video.



West Park *Continuing Planning Services*

DATES

2022 - Ongoing

CLIENT NAME/PHONE/EMAIL

W. Ajibola Balogun, ICMA-CM, City Manager

KEY PROJECT STAFF

Sarah Sinatra Gould, Leslie A. Del Monte, Deandrea Moise

ADDRESS

1965 South State Road 7, West Park, FL 33023

COST

\$102,000 Annually

Planning Services

The City of West Park contracted with Inspire to provide adjunct planning services. The scope of the project includes onsite planning support to provide customer service and review zoning related applications, cost recovery review of development applications, review and inspection of Certificates of Use, general support to the Planning Department.

This includes guiding the public on submitting applications and reviewing projects for code consistency, as well as recommending code amendments when needed.





References

1

City of West Park

Contact Name

W. Ajibola Balogun, ICMA-CM, City Manager

Address

1965 South State Road 7, West Park, FL 33023

Phone/Email

T: 954.989.2688
E: Abalogun@cityofwestpark.org

General Project Description

West Park contracted Inspire to provide adjunct planning services including onsite planning support to provide customer service/ review zoning related applications and review/ inspect Certificates of Use.

Project Dates

2022 - Ongoing

Timelines Met

Yes

2

City of Weston

Contact Name

Karl Thompson, PE, Assistant City Manager/ COO

Address

2599 South Post Road, Weston, FL 33327

Phone/Email

T: 954.385.2600
E: Kthompson@cityofwestonfl.org

General Project Description

Inspire was retained to produce a summary of the existing economic and demographic conditions of the City and the regional market.

Project Dates

2022 - 2023

Timelines Met

Yes

3

City of Kissimmee

Contact Name

Craig Holland, AICP, Development Services Director

Address

101 Church Street, Kissimmee, FL 34741

Phone/Email

T: 407.518.2148
E: Cholland@kissimmee.org

General Project Description

The following includes some of the projects Inspire completed as part of the Continuing Services Agreement: Community Redevelopment Plan Update, LDC Update, Form-Based Code, etc.

Project Dates

2015 - Ongoing

Timelines Met

Yes

4

City of Pinellas Park

Contact Name

Nick A. Colonna, Community Development Administrator

Address

5141 78th Avenue North, Pinellas Park, FL 33781

Phone/Email

T: 727.369.5680
E: Ncolonna@pinellas-park.com

General Project Description

The following includes some of the projects Inspire completed as part of the Continuing Services Agreement: Community Redevelopment Plan Update, City Center Plan, Municipal Branding.

Project Dates

2018 - 2021

Timelines Met

Yes

5

Volusia County Growth Management Commission (VGMC)

Contact Name

Merry Chris Smith, Operations Manager

Address

140 South Beach Street, Suite 305, Daytona Beach, FL 32114

Phone/Email

T: 386.947.1875
E: VGMC@volusia.org

General Project Description

Inspire is responsible for conducting comprehensive plan amendment reviews on a continuing basis for all jurisdictions within Volusia County to ensure consistency with the Volusia County Growth Management Commission (VGMC)'s established rules and criteria.

Project Dates

2014 - Ongoing

Timelines Met

Yes



04

Key Staff Experience & Qualifications

Staffing Levels at Office Locations

Fort Lauderdale, FL Office Location:

401 East Las Olas Boulevard, Suite 1400, Fort Lauderdale, FL 33301

- Leslie A. Del Monte
- Deandrea Moise
- David Taxman

Orlando, FL Office Location (HQ):

4767 New Broad Street, Orlando, FL 32814

- George Kramer
- Chris Dougherty
- Patricia Tyjeski
- Eric Raasch
- Gabriela Castro
- Em Schaefer
- Lainie Jones
- Kyle Peterson
- Claudia Sicilia

Durham, NC Office Location:

100 Core Street, Durham, NC 27703

- Sarah Sinatra Gould

Nashville, TN Office Location:

222 2nd Avenue South, 17th Floor, Nashville, TN 37201

- Michael Kahnle

Tampa, FL Office Location:

3001 North Rocky Point Drive East, Suite 200, Tampa, FL 33607

- Laura Canary
- Hunter McKibben

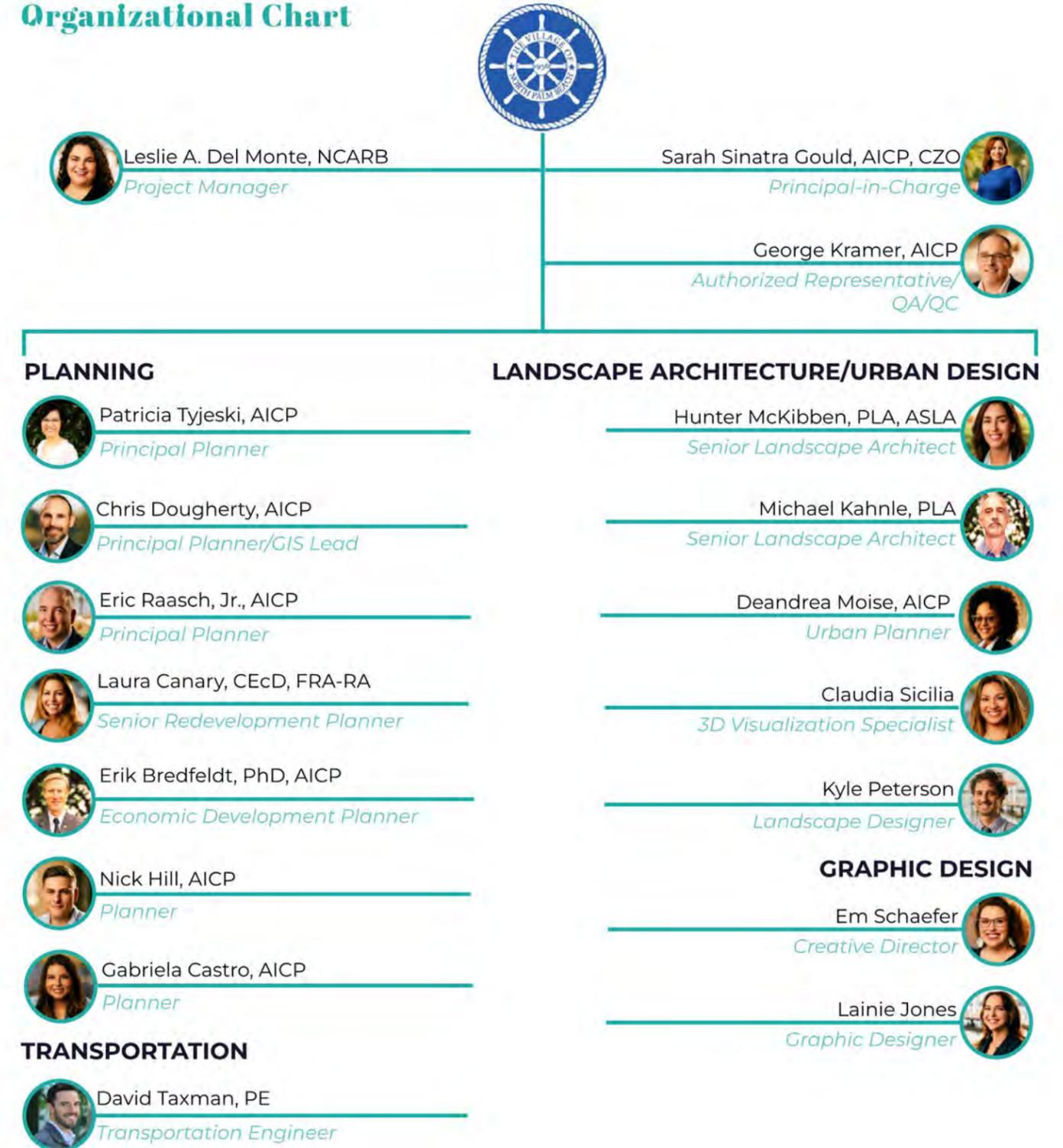
Gainesville, FL Office Location:

747 SW 2nd Avenue, IMB 28, Suite 190, Gainesville, FL 32601

- Erik Bredfeldt
- Nick Hill



Organizational Chart



Leslie A. Del Monte

NCARB

PROJECT MANAGER

-  21 Years of Experience
-  NCARB #308593
-  Fort Lauderdale, FL



PROFILE

Leslie Del Monte has extensive experience in both architectural and planning projects. Her planning experience includes small-and-large-scale master/comprehensive planning, urban design, downtown visioning, redevelopment planning, historic district inception/protection, analysis, development, and writing land use, zoning, architectural/design standards.

EDUCATION

- Master of Architecture, University of Florida, Gainesville FL, 2004
- Bachelor of Design in Architecture, University of Florida, Gainesville FL, 2002

SKILLS

- Comprehensive Planning
- Land Development Code Writing
- Development Review
- Redevelopment Planning
- GIS Analysis
- Visioning
- Land Use Entitlements
- Community Engagement

EXPERIENCE

Planning Services

Project Manager | West Park, FL

Currently serving as the City's in-house Planning and Zoning Department.

- Oversee and administered the Development Review Process, including plan and permit review and inspections
- Represented the City, disseminating information to the public on planning, zoning and development regulations to the general public, and development industry

Forward Pinellas Urban Design Services Pilot Program

Senior Planner | Pinellas County, FL

The pilot program aims to assist communities in realizing local goals and objectives by offering a suite of urban design services.

- Worked with County and City officials to host workshops/charrettes to visualize change and develop a common understanding for potential development projects
- Prepared maps, diagrams, and other graphic information to support the intent; and drafted the summary report

Vision Plan & Urban Design

Senior Urban Designer | Jacksonville, FL

The Vision encompasses 3 of Jacksonville's Planning Districts: Districts 1 - The Urban Core, 2 - Greater Arlington/Beaches, and 3 - the Southeast, and includes strategies for enhancing the quality of life by addressing neighborhood preservation, industrial preservation, and green infrastructure.

- Crafted the vision, establishing goals, objectives, and urban design strategies
- Prepared maps, diagrams, and other graphic information to support

Sarah Sinatra Gould

AICP, CZO

PRINCIPAL-IN-CHARGE

-  18 Years of Experience
-  AICP #021553
-  Durham, NC



PROFILE

Sarah has served as a planning director for numerous jurisdictions throughout her career. She understands the need to actively engage the public through a variety of platforms to truly gauge a community's needs. Sarah's work products include innovative plans that result from community feedback and collaboration.

EDUCATION

- Master of Urban & Regional Planning, Florida Atlantic University, Fort Lauderdale, FL, 2003
- Bachelor of Arts, Political Science, Florida Atlantic University, Boca Raton, FL, 2001

SKILLS

- Land Development Codes
- Comprehensive Planning
- Public Involvement
- Corridor Analyses
- Development Review
- Sign Codes
- Supplemental Planning Support

EXPERIENCE

Comprehensive Plan & Update

Project Manager | West Park, FL

Prepared the City's first Comprehensive Plan and provided a subsequent update of the goals, objectives, and policies.

- Crafted the initial Comprehensive Plan after the City's incorporation with a focus on redevelopment
- Moderated public engagement sessions
- Updated the goals, objectives, and policies to be consistent with state statutes and local changes since the initial adoption of the Plan

Town Planner

Town Planner | Surfside, FL

Provided day-to-day planning services as the Town Planner.

- Reviewed all development applications including coordinating the development review process and meetings
- Presented items to the Planning & Zoning Board, Design Review Board, and Town Commission

Director of Development Services

Director of Development Services | Weston, FL

Acted in the capacity of the Planning Director for the City.

- Carried out day-to-day planning and zoning activities, including managing associated staff
- Prepared and presented reports to the City Commission
- Completed development reviews including site plans, plats, variances, special exceptions, land use plan amendments, rezoning applications, and chaired the development review meetings

George Kramer

AICP

AUTHORIZED REPRESENTATIVE/QA/QC

-  22 Years of Experience
-  AICP #020533
-  Orlando, FL



PROFILE

Strategy and implementation are at the forefront of George's approach to planning. He possesses a keen understanding of technical, administrative, and political issues and specializes in the successful execution of complex projects. George is committed to an **interdisciplinary** approach to Placemaking that emphasizes collaboration across professional disciplines to deliver innovation and value to clients.

EDUCATION

- Master of Urban & Regional Planning, University of Florida, Gainesville, FL, 2007
- Bachelor of Political Science, University of Florida, Gainesville, FL, 1999

SKILLS

- Strategic Master Planning
- Comprehensive Planning
- Land Use Entitlements
- Redevelopment Planning
- Complete Streets/Multi-Modal Transportation

EXPERIENCE

Yulee Area Planning

Planner | Nassau County, FL

- A long-range planning effort, including an Areawide DRI analysis, for 37,000 acres in historic Yulee.
- Performed infrastructure impact analyses based on future land use designations.
- Helped facilitate public workshops.
- Coordinated with County staff, residents and property owners, including Rayonier Inc., on the development of a long range, mixed-use land use plan

Citywide Mobility Planning

Principal-in-Charge/Project Lead | St. Augustine, FL

- A multi-phase effort, spanning more than five years, to advance quantitative and qualitative analyses and develop a coordinated system of safe transportation options.
- Facilitated a fifteen-member mobility advisory task force
- Completed a framework plan, quantitative analyses, and a Complete Street Master Plan over multiple phases

Alligator Chain of Lakes Conceptual Master Plan

Principal-in-Charge | Osceola County, FL

- Large-scale master planning effort for an 8,500-acre district within the Urban Growth Boundary expansion area; identified open space systems, street network and land uses, and developed implementing comprehensive plan policies.
- Strategic Advisor for policy development
- Provided Senior Review and QA/QC

Patricia Tyjeski

AICP

PRINCIPAL PLANNER

-  X Years of Experience
-  Certs #
-  Location



PROFILE

Pat has extensive experience with long range comprehensive planning, land development regulations, zoning, historic preservation, and development review. Over the course of her career, Pat has worked with over 30 jurisdictions on numerous comprehensive planning projects.

EDUCATION

- Master of Regional Planning, Cornell University, Ithaca, NY, 1988
- Bachelor of Architecture, Universidad Javeriana, Bogotá, Colombia, 1985

SKILLS

- Comprehensive Planning
- Land Development Regulations
- Historic Preservation
- Development Review
- Community Engagement

EXPERIENCE

Comprehensive Plan Update

Project Manager | Wildwood, FL

- A Plan Update to document a new community vision and address the impacts of rapid population growth and the expansion of The Villages®.
- Managed the update of eight elements, including data and analysis, goals, objectives, and policies, and map series
- Utilized Social Pinpoint, a web-based community engagement tool, to facilitate public input through a survey, an idea wall, and a virtual meeting portal
- Facilitated public workshops and presented the update at adoption hearings

Development Review

Project Manager | Minneola, FL

- Currently managing an On-Call Planning Consulting Services Agreement with the City of Minneola.
- Manage the reviews of preliminary subdivision plans, final plats, site plans, variances, annexations, Future Land Use Map amendments, rezonings, and lot splits
- Responsible for assigning attendance at pre-application meetings and Development Review Committee

Community Redevelopment Plan Update

Principal-in-Charge | Fort Pierce, FL

- A redevelopment strategy that focuses on neighborhood revitalization, mobility, and place-based economic development.
- Oversaw the completion of the project within schedule and budget
- Provided Senior Review of deliverables

Chris Dougherty

AICP

**PRINCIPAL PLANNER/
GIS LEAD**

-  17 Years of Experience
-  AICP #026356
-  Orlando, FL



PROFILE

With experience in providing private and public sector planning services, Chris's career has been focused on helping clients create unique places. Chris has a passion for developing community-driven plans and excels at comprehensive planning, land development code writing, visioning/public engagement, parks and recreation planning, GIS, and entitlements.

EDUCATION

- Master of Arts in Urban & Regional Planning, University of Florida, Gainesville, FL, 2006
- Bachelor of Arts in Criminology, University of Florida, Gainesville, FL, 2001

SKILLS

- Comprehensive Planning
- Land Development Code Writing
- Development Review
- Redevelopment Planning
- GIS Analysis
- Parks and Recreation System Planning
- Public Engagement
- Visioning
- Land Use Entitlements
- Grant Writing

EXPERIENCE

Comprehensive Plan Update

Project Manager | Lake Wales, FL

A Plan Update to document a new community vision and address the impacts of a municipal population that had increased 50% since the last update in 2000.

- Managed the project delivery and schedule
- Prepared and/or reviewed each element's data and analysis and goals, objectives, and policies
- Facilitated three virtual public workshops

Comprehensive Plan Amendment Reviews

Project Manager | Volusia County Growth Management Commission, FL

Reviewed proposed local comprehensive plan amendments throughout the County to foster intergovernmental coordination and consistency with criteria established by this charter-enabled commission.

- Manage the scheduling, QC, and delivery of each review/planning report
- Attend meetings, present at hearings, and coordinate with planning staff as needed
- Participated in the charter review commission/VGMC rules update

Land Development Code Update & Form-Based Code

Project Planner | Kissimmee, FL

A comprehensive evaluation and assessment of the adopted Code followed by a full rewrite to provide clarity and consistency, and the development of a form-based code for Downtown and the US 92 corridor to foster redevelopment and infill.

- Assisted with public engagement
- Assisted with the development of several chapters in the LDC

Eric Raasch, Jr.

AICP

PRINCIPAL PLANNER

-  15 Years of Experience
-  AICP #026377
-  Orlando, FL



PROFILE

Eric is a professional planner with more than 15 years of experience. Having spent the last 12 years in the public sector, including 2 years as Orange County's Planning Administrator, he possesses extensive management/development review experience. Eric's experience also includes comprehensive planning, LDC writing, GIS analyses, and public engagement.

EDUCATION

- Master of Real Estate Development, University of Maryland, College Park, MD, 2008
- Bachelor of Science in Business Administration, Economics, University of Central Florida, Orlando, FL, 2005

SKILLS

- Comprehensive Planning
- Land Use Entitlements
- Development Review
- Geographic Information Systems
- Community Engagement

EXPERIENCE

Development Review

Principal Planner | Minneola, FL

Currently co-managing an On-Call Planning Consulting Services Agreement with the City of Minneola. The contract calls for assistance with the review of land development applications and other general planning and zoning matters.

- Review preliminary subdivision plats, site plans, construction plans, final plats, as built drawings, and lot splits for consistency with adopted regulations and prior approvals
- Attend development review committee meetings on behalf of the City

Development Review

Principal Planner | Kissimmee, FL

On a recurring as-needed basis, review development applications according to the City's Land Development Code and Comprehensive Plan as part of our continuing services agreement with the City.

- Review site plans, preliminary subdivision plats, final plats, and PUDs
- Prepare comment report memorandums for each review

Development Review Services

Project Manager | Lake County, FL

Currently managing an On-Call Planning Consulting Services Agreement with Lake County. The contract calls for assistance with the review of development applications for consistency with the Land Development Code and Comprehensive Plan.

- Review site plans, preliminary subdivision plats, final plats, and PUDs
- Prepare comment report memorandums for each review

Laura Canary

CEcD, FRA-RA

SENIOR REDEVELOPMENT PLANNER

-  20 Years of Experience
-  CEcD #2828; FRA-RA
-  Tampa, FL



PROFILE

Laura has extensive experience working in local government and has a profound understanding of the inner workings of public organizations. Much of her career has been dedicated to economic development/redevelopment. She has excellent communication and collaboration skills which enable her to effectively build consensus and effectuate change.

EDUCATION

- Master of Public Administration, University of South Florida, Tampa, FL, 2015
- Bachelor of Arts, University of South Florida, Tampa, FL, 2003

SKILLS

- Community Engagement
- Collecting, Synthesizing, and Presenting Public Information
- Economic Development/Redevelopment Planning

EXPERIENCE

Forward Pinellas Urban Design Services Pilot Program

Project Manager | Pinellas County, FL

The pilot program aims to assist communities in realizing local goals and objectives by offering a suite of urban design services.

- Worked with County and City officials to host workshops/charrettes to visualize change and develop a common understanding for potential development projects
- Assisted with the development of maps, diagrams, and other graphic information to support the intent

Community Redevelopment Plan Update

Project Manager | Pinellas Park, FL

An extension of the operational timeframe through coordination with a Charter County and developed a redevelopment strategy focused on the creation of a new City Center.

- Coordinated with Pinellas County administration to identify an appropriate expansion area of the CRA
- Oversaw the update to the Community Redevelopment Plan, expansion of the CRA boundary and extension of the operational timeframe of the CRA

City Center Plan

Project Manager | Pinellas Park, FL

A community vision, master plan, and phased implementation strategy for the Park Station District; Centered on the creation of Davis Commons, a new signature public space.

- Worked with administration and elected officials and stakeholders to ensure the City Center Plan was a community driven plan

Erik Bredfeldt

PhD, AICP

ECONOMIC DEVELOPMENT PLANNER

-  30 Years of Experience
-  AICP #011971
-  Gainesville, FL



PROFILE

Erik has 30 years of experience employed in the implementation of community planning and economic development activities and projects in a local government context. Activities include those related to urban planning and development services, community and economic development, and project management.

EDUCATION

- Doctor of Philosophy in Urban & Regional Planning, University of Florida, Gainesville, FL, 2009
- Master of Arts in Urban & Regional Planning, University Florida, Gainesville, FL, 1993
- Bachelor of Arts in Economics, Muhlenberg College, Allentown, PA, 1988

SKILLS

- Project Management
- Facilitative Approach
- Economic Development
- Business/Real Estate Development
- Urban Planning

EXPERIENCE

West Bay Drive/Clearwater-Largo Road CRA Redevelopment Plans

Project Co-Lead | Largo, FL

City Project Co-Lead on City of Largo West Bay Drive CRA Redevelopment Plan and support on Clearwater-Largo Road CRA Redevelopment Plan.

- Worked on developing the Redevelopment Plan and worked with multiple stakeholders in Plan development

Comprehensive Plan & Land Development Code

Planning Director | Gainesville, FL

Served as Planning Director during last update/adoption of City Comprehensive Plan and various updated to Land Development Code.

- Worked with staff and various stakeholders on updates inclusive of Plan Board and City Commission on final adoption

Downtown Strategic Plan

Project Co-Lead | Gainesville, FL

City Project Co-Lead on GCRA/UF jointly funded Downtown Strategic Plan.

- Managed the Downtown Strategic Plan and worked with multiple parties in Plan development

Multiple Economic Development Projects/Butler Plaza/Plum Creek

Economic Development/Planning Director | Gainesville, FL

Facilitated numerous private development projects either from the project development/management or regulatory administration perspective.

- Worked with multiple private industry entities on developing tax base and increasing employment

Nick Hill

AICP

PLANNER

-  5 Years of Experience
-  AICP #33455
-  Orlando, FL



PROFILE

Nick is well-versed in the field of contemporary urban/regional planning. His professional experience includes updating comprehensive plans/community redevelopment plans, performing development review applications for municipalities, and facilitating entitlement research, land use/rezoning amendments, special use permits, and variance requests.

EDUCATION

- Master of Arts in Urban & Regional Planning, University of Florida, Gainesville, FL, 2019
- Bachelor of Science in Public Administration, University of Central Florida, Orlando, FL, 2015

SKILLS

- Comprehensive Planning
- Redevelopment Planning
- Master Planning
- Land Use Entitlements
- Development Review
- Geographic Information Systems
- Community Engagement

EXPERIENCE

Comprehensive Plan Update

Project Planner | Fort Pierce, FL

A Plan Update to address issues address statutory changes, such as Peril of Flood legislation, that were identified through an evaluation and appraisal of the plan.

- Drafted a matrix identifying how the Comprehensive Plan would need to be updated to be consistent with changes
- Amended the goals, objectives, and policies of various elements to ensure compliance with new Florida Statutes
- Led the GIS analysis, modeling, and mapping process

Downtown Master Plan

Deputy Project Manager | Green Cove Springs, FL

A community vision, master plan and phased implementation strategy for revitalization that is centered on the development of a waterfront catalyst-site.

- Planned, coordinated, and facilitated various public engagement events for the project
- Drafted the contents of the Plan
- Assisted in all branding efforts related to the project and the greater Downtown area

FDOT District 1 US 27 Corridor Vision Plan

Project Planner | Clewiston, FL

An integrated land use and transportation vision plan for a 6.5-mile corridor.

- Assisted in the facilitation of public workshops and the onsite walkabout
- Provided GIS support for the existing conditions portion of the final report

Gabriela Castro

AICP

PLANNER

-  7 Years of Experience
-  AICP #030965
-  Orlando, FL



PROFILE

Gabriela has experience in reviewing development applications for municipalities. In her professional experience she has reviewed various types of development applications from site work to entitlement work. She has had to create reports and explain these reports in front of various agencies and boards.

EDUCATION

- Master of Arts in Urban & Regional Planning, University of Florida, Gainesville, FL, 2015
- Bachelor of Science in Sustainability and the Built Environment, University of Florida, Gainesville, FL, 2014

SKILLS

- Development Review
- Community Engagement

EXPERIENCE

Comprehensive Plan Amendment Reviews

Planner | Volusia County Growth Management Commission, FL

Review proposed local comprehensive plan amendments throughout the County to foster intergovernmental coordination and consistency with criteria established by this charter-enabled commission.

- Review a diverse range of small-and-large-scale amendments from jurisdictions throughout Volusia County
- Draft staff reports for the VGMC

Greater Lacochee Community Plan

Planner | Pasco County, FL

Prepared a community plan for the Lacochee, Trilby, Trilacoochee and Northeast Rural communities to address housing needs, infrastructure, economic development, and preservation of the rural aesthetic.

- Assisted in the facilitation of various public engagement workshops
- Drafted the existing conditions report, which examined topics such as existing facilities, existing regulations and policies, and demographics of the area

Development Review

Project Planner | Minneola, FL

Currently assisting with an On-Call Planning Consulting Services Agreement with the City of Minneola.

- Review land development applications, including preliminary subdivision plats, site plans, construction plans, final plats, and variances for consistency with adopted regulations and prior approvals

David Taxman

PE

TRANSPORTATION
ENGINEER

-  X Years of Experience
-  Certs #
-  Location



PROFILE

David has more than 15 years of parking planning/transportation engineering experience. He has been a passionate advocate for reform in parking planning practices, spearheading efforts to include Transportation Demand Management (TMD)/Mobility Best Practices (MBP). He has led parking studies for universities, municipalities, hospitals, private development, and institutions.

EDUCATION

- Master of Arts, Real Estate, University of Illinois, 2010
- Bachelor of Science, Civil Engineering, University of Wisconsin, 2004

SKILLS

- Parking Planning
- Transportation Engineering
- Supply/Demand Studies
- Parking Privatization
- Functional Design of Parking Facilities

EXPERIENCE

- Comprehensive Parking Plan**
Parking Planner | Fort Lauderdale, FL
- Comprehensive Parking Plan**
Project Manager | Peoria, IL
- Comprehensive Parking Study**
Traffic Engineer/Parking Planner | Clearwater, FL
- Comprehensive Parking Plan**
Project Manager | West Chester, PA
- Comprehensive Municipal Parking Strategy**
Project Analyst | Waukegan, IL
- Citywide Mobility Plan**
Parking Planner | St. Augustine, FL
- Mobility Plan Update**
Traffic Engineer | West Palm Beach, FL
- Bayfront Master Plan**
Traffic Engineer/Parking Planner | Sarasota, FL
- Parking Code & Policy Modernization**
Parking Planner | Winter Park, FL
- East-West Street Traffic Analysis - Community Redevelopment Association**
Project Manager | Hollywood, FL

Hunter McKibben

PLA, ASLA

SENIOR LANDSCAPE
ARCHITECT

-  10 Years of Experience
-  FL PLA #6667370
-  Dunedin, FL



PROFILE

Hunter is a registered landscape architect with extensive experience in the landscape architecture and planning professions with an emphasis on complete streets and walkability through urban design interventions. She strives to synthesize and communicate broad-based planning ideas into compelling implementation guidelines and actions.

EDUCATION

- Bachelor of Landscape Architecture, University of Florida, Gainesville, FL, 2009

SKILLS

- Landscape Architecture
- Urban Design
- Site Plans
- Parks
- Landscape Design
- Urban Planning
- Sustainability
- Comprehensive Planning
- Adobe InDesign
- Sustainable Design
- Land Use Planning
- Streetscape
- Planning

EXPERIENCE

- FDOT District 1 Planning Studio**
Landscape Architect | Bartow, FL
Through the Planning Studio contract, the team provided a planning framework to develop safe multi-modal transportation strategies that aligned with corridor and area visions in communities throughout the District.
 - Provided foundational information to identify trends and conditions
 - Provided technical and graphic support to US 17, US 17/92, and SR70
- Innovation District 42nd/46th Street Subarea Study**
Landscape Architect | Hillsborough County, FL
Worked with the County on a transportation analysis and subarea corridor planning study within the Innovation District.
 - Identified a vision for a street typology to support future land uses
 - Produced street sections, 3D SketchUp visualizations, and supporting graphics to communicate the vision graphically
 - Developed technical memo report layouts and the final vision plan
- Virginia/Lake Highland Transportation & Land Use Study**
Landscape Architect | Orlando, FL
Developed a framework for the integrated, comprehensive, and holistic planning approach required to enhance connections between people, place, and opportunity through a multi-modal transportation network.
 - Identified strategies needed to implement the community's goals
 - Supported the design team with illustrative streetscape plans and cross sections to facilitate public engagement

Michael Kahnle

PLA

SENIOR LANDSCAPE ARCHITECT

-  24 Years of Experience
-  FL PLA #6666728; TN PLA #826
-  Nashville, TN



PROFILE

Mike has more than 24 years of experience combining high-concept landscape architecture, urban design, sustainability, and art to create places of meaning, important human environments, and public surroundings of significance. Whether working on large-scale master planned communities/intensive urban infill, the need for thoughtful/sustainable landscape architecture/design remains the same.

EDUCATION

- Bachelor of Landscape Architecture (BLA), University of Georgia, School of Environmental Design (UGA), Athens, GA, Spring 1998

SKILLS

- Conceptual Design
- Master Planning
- Urban Design
- Construction Documents
- Construction Administration
- Project Management

EXPERIENCE

Carter House State Historic Site Master Plan

Landscape Architect | Franklin, TN

A 10-acre interpretive park with museum building, walking trails, interpretive gardens, signage, and wayfinding showcasing one of the one-day bloodiest battles of the Civil War on November 30, 1864.

- Assisted with public engagement/prepared Master Plan documentation

Mack Hatcher Memorial Parkway

Landscape Architect | Franklin, TN

A major TDOT widening project at 2.6-miles in length, utilizing context sensitive design techniques and engaged the public in soliciting input.

- Helped prepare the construction documentation
- Designed interpretive graphics

US 27 Reconstruction

Landscape Architect | Chattanooga, TN

As TDOT's most expensive project to date, the 2.2-mile-long renovation straightened dangerous curves, modified interchanges, and improved access and connectivity.

- Assisted with visioning for the project
- Participated/facilitated stakeholder and public involvement

Capitol View Master Plan

Senior Landscape Architect | Nashville, TN

Capitol View is 32-acre, 6 city block, mixed-use district located in Nashville's North Gulch, featuring over a million square feet of office space, 130,000 square feet of specialty retail, hospitality, multifamily residential and condominium living, an urban park, and walkable, pedestrian oriented streetscape spaces.

Deandrea Moise

AICP

URBAN PLANNER

-  8 Years of Experience
-  AICP #34500
-  Hollywood, FL



PROFILE

Deandrea is knowledgeable, dedicated, and a conscientious team member, who possesses strong analytical and problem-solving skills, with the ability to make ethical and thoughtful decisions. She specializes in comprehensive and long-range planning.

EDUCATION

- Bachelor of Urban and Regional Planning, Florida Atlantic University, Boca Raton, FL, 2014

SKILLS

- Comprehensive Planning
- Long-Range Planning
- Urban Planning
- Historic Preservation
- Development Review

EXPERIENCE

Comprehensive Plan

Project Manager | Hollywood, FL

Comprehensive Plan reflecting the City of Hollywood's unique character, addressing a wide range of issues including transportation, affordable housing, climate change, and economic development, while promoting equity, sustainability, resilience, encouraging healthier lifestyles, and supporting the protection of neighborhoods and natural resources.

- Acted as the point of contact with the consultant; and coordinated with Planning and pertinent City staff, and state and local agencies

Oakwood Land Use Plan Amendment

Project Manager | Hollywood, FL

Land Use Plan Amendment to the City of Hollywood's Comprehensive Plan changing the Future Land Use from Industrial to Activity Center to allow for the redevelopment of the existing shopping plaza.

- Reviewed application for consistency with City Comprehensive Plan, Master Plans, code regulations, and provided staff recommendation on the appropriateness of the request
- Coordinated adoption review and comment with State required agencies

Emerald Hills Golf Course Land Use Plan Amendment

Project Manager | Hollywood, FL

Land Use Plan Amendment to the City of Hollywood's Comprehensive Plan changing the Future Land Use from Open Space to Residential to allow for the redevelopment of the golf course.

- Reviewed application for consistency with City Comprehensive Plan, Master Plans, code regulations, and provided staff recommendation on the appropriateness of the request within the context of the surrounding area

Claudia Sicilia

3D VISUALIZATION SPECIALIST

-  17 Years of Experience
-  Lumion, Civil3D, SketchUp, ArcGIS
-  Orlando, FL



PROFILE

Claudia has experience helping Clients envision robust design projects as reality through technical drawings and detailed 3-D visualization renderings. She provides a creative perspective with a technical foundation and her extensive background in CAD aids in the implementation of the team's design concepts.

EDUCATION

- Bachelor of Architecture, Jose Maria Vargas University, Caracas, Venezuela, 2004
- Associate of Science Degree in Computer Drafting and Design, Florida Technical College, Orlando, FL, 2006

SKILLS

- AutoCAD Civil3D
- Lumion Mock-ups and Fly-through Videos
- SketchUp Community Engagement
- Bilingual (Spanish)
- ArcGIS
- Photoshop Rendering

EXPERIENCE



Park Avenue Streetscape
Visualization Specialist | Lake Wales, FL

- Created Lumion modeling to exhibit the streetscape and pedestrian walkway improvements proposed along Park Avenue



Complete King Street Master Plan
Visualization Specialist | St. Augustine, FL

- Created Lumion model to showcase design details in 3D



Downtown Master Plan
Design & CADD Support | Fort Pierce, FL

- Assisted with concept development
- Assisted with construction documents preparation
- Created Lumion model to showcase design details in 3D



City Center Plan
Visualization Specialist | Pinellas Park, FL

- Created Lumion model to showcase design details in 3D



Downtown Master Plan
Visualization Specialist | Green Cove Springs, FL

- Created Lumion model to showcase design details in 3D

Kyle Peterson

LANDSCAPE DESIGNER

-  2 Years of Experience
-  Master of Landscape Architecture
-  Orlando, FL



PROFILE

Kyle's graduate study has expanded his experience in designing for regional and local impacts that are grounded in a foundation of thorough research and site analysis of cultural, environmental, and economic histories. He approaches new projects with intention and attention to serve the local communities who will be impacted.

EDUCATION

- Master of Landscape Architecture, University of Florida, Gainesville, FL, 2022
- Bachelor of Business Management, University of North Florida, Jacksonville, FL, 2015

SKILLS

- Translating Research into Design Framework
- Regional and Local Master Planning
- Multi-scaled Interventions
- Design Details

EXPERIENCE

Downtown Master Plan
Landscape Designer | Fort Pierce, FL

A community vision, master plan, and phased implementation strategy for revitalization centered on a re-imagined waterfront.

- Produced conceptual sketches for a downtown market park and a recreational park

Comprehensive Plan Visioning
Landscape Designer | Palm Bay, FL

Established Palm Bay Vision 2040 through a robust and inclusive public engagement process.

- Examined the existing streetscape conditions of multiple community identified roadways
- Organized a presentation graphic board for community members to identify and communicate preferences.

Trail System Master Plan Update
Graphic designer | Seminole County, FL

A plan for County-wide improvements; Validated previously proposed trails, identified new routes, and documented a hierarchy of park typologies.

- Assisted with graphic design to develop directory maps for signature trails and a usage guide

1st Street Streetscape
Planting Designer | Lake Wales, FL

Master planning and construction documents for a complete street conversion in Downtown.

- Assigned plant species to planting beds using AutoCAD LandFX
- Organized plant ID tags for construction documentation

Em Schaefer

CREATIVE DIRECTOR

-  12 Years of Experience
-  AIGA Board Member
-  Orlando, FL



PROFILE

Em adds creative insight to projects through branding, visual communications, marketing, community engagement, wayfinding, and illustration. Her vast experience using various media to tell compelling brand stories elevates client work across private/public sectors. She provides direction on the creative process of municipal branding to engage with the communities through exciting/expressive ways..

EDUCATION

- Master of Science in Digital Marketing, University College Dublin Michael Smurfit Business School, Dublin, Ireland, 2019
- Bachelor of Arts in Visual Communications, Ball State University, Muncie, IN, 2012

SKILLS

- Brand Positioning
- Community Engagement
- Website Design
- Logos/Branding
- Marketing Collateral
- Social Media Design & Strategy
- Infographics
- Video/Motion Graphics
- Adobe Create Suite (Illustrator, Photoshop, InDesign, After Effects, Premiere Pro)
- Signage/Wayfinding/ Environmental Graphics
- Sketching & Illustrations

EXPERIENCE



Comprehensive Plan Update

Senior Graphic Designer | Green Cove Springs, FL

- Designed presentation templates for workshops
- Created interactive project website

Comprehensive Plan Update

Senior Graphic Designer | Wildwood, FL

- Designed presentation templates for workshops and promotional marketing materials
- Created report featuring unique branding

Comprehensive Plan Visioning

Senior Graphic Designer | Palm Bay, FL

- Designed unique project logo/branding
- Created interactive project website
- Formatted Vision Plan brochure and marketing collateral throughout project

City Center Plan

Senior Graphic Designer | Pinellas Park, FL

- Managed and designed unique project logo/branding for the City Center
- Created interactive project website and creative marketing collateral for workshops
- Engaged with key stakeholders and utilized data to inform design direction
- Established signage concepts, style guide, social media assets, and more to help the City launch the new brand

Lainie Jones

GRAPHIC DESIGNER

-  2 Year of Experience
-  AIGA Member
-  Orlando, FL



PROFILE

Lainie adds a unique perspective to Inspire's marketing team by her continued growing knowledge of design trends, attention to detail, and extensive understanding of the Adobe Creative Suite to create successful designs in a timely manner. As a student, she provides a fresh insight, along with a strong work ethic, to ensure the team's continued success.

EDUCATION

- Bachelor of Fine Arts in Emerging Media, University of Central Florida, Orlando, FL, Expected Graduation Spring 2023

SKILLS

- Adobe Creative Suite (InDesign, Photoshop, Illustrator, XD)
- Microsoft Office (Word, PowerPoint, Excel)
- Infographics
- Logos/Branding
- Layout Design
- Marketing Collateral
- Sketching/Painting/ Illustrations
- Digital Drawings (iPad)
- Procreate Drawing App (iPad)
- Website Design

EXPERIENCE

INDUSTRY CLUSTERS (RANDOLPH COUNTY)



Comprehensive Plan Update

- Graphic Designer | Trinity, NC
- Converted data into visual infographics
 - Assisted with creating project report featuring unique branding

Comprehensive Plan & Downtown Master Plan

- Graphic Designer | Weddington, NC
- Designed unique project branding for presentations, workshops, and marketing collateral
 - Assisted in the creation of interactive project website

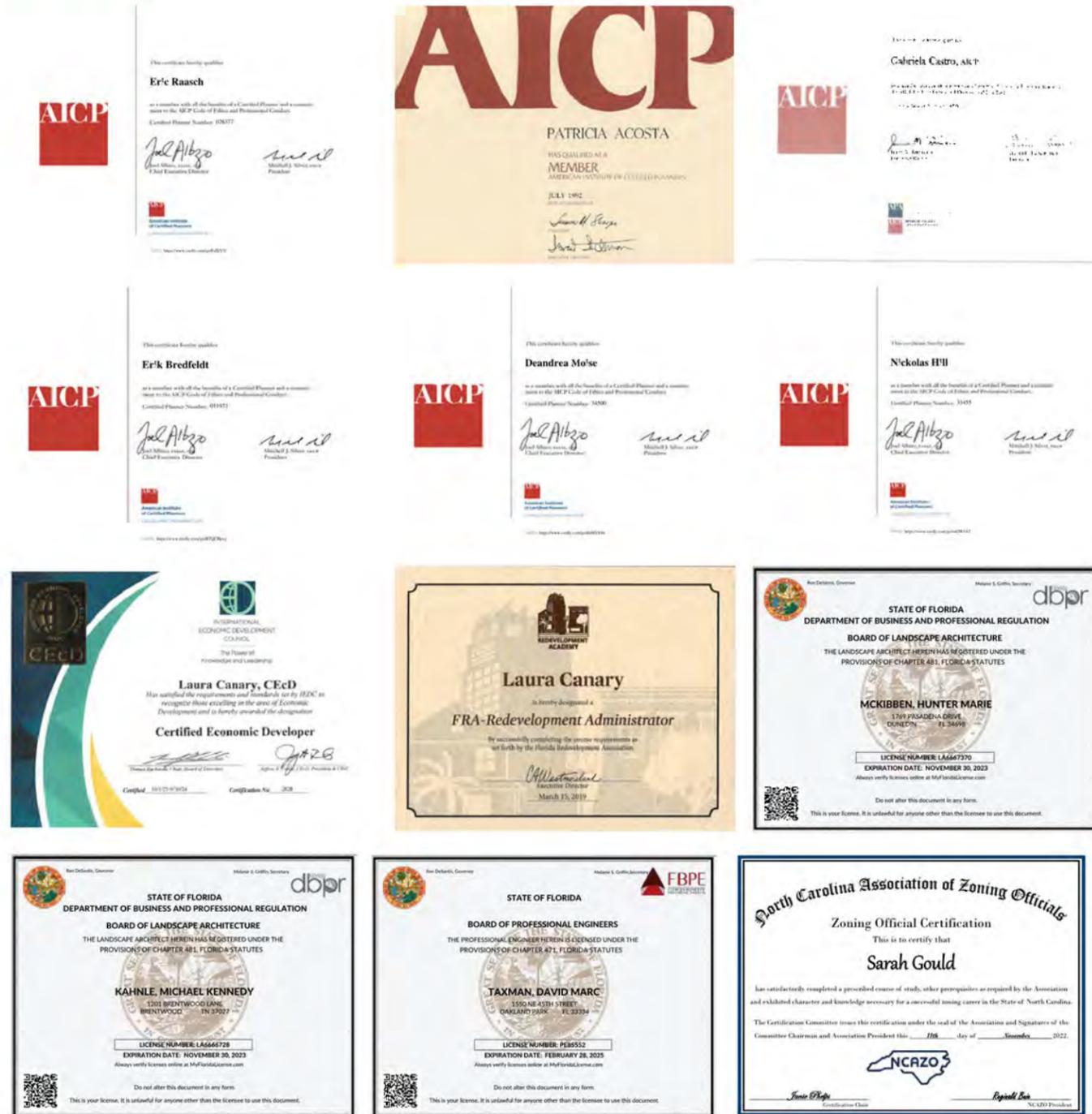
Municipal Branding & Marketing

- Graphic Designer | Treasure Island, FL
- Assisted logo concept development and design
 - Assisted with presentation prep

Community Redevelopment Plan Update

- Graphic Designer | Brooksville, FL
- Designed unique project branding for presentations, workshops, and marketing collateral

Licenses



Tasks to be Subcontracted

Inspire Placemaking Collective, Inc. will not be subcontracting out any of the services for this contract.



05

Litigation & Terminations

05

Litigation

Inspire Placemaking Collective, Inc. is financially stable and has the necessary resources, human and financial, to provide the services at the level required by the Village of North Palm Beach.

Inspire Placemaking Collective, Inc. is not a party to any lawsuits relative to the services performed or failed to perform over the last five (5) years.

Inspire Placemaking Collective, Inc. has not failed to complete any work assignment in the last five (5) years.

Dunn & Bradstreet number: 12-411-2481



Cost Detail

Hourly Rates

Position	Hourly Rate
Principal	\$180 - \$275
Director	\$180 - \$225
Senior Planner	\$150 - \$175
Planner	\$100 - \$150
Senior Landscape Architect	\$150 - \$175
Creative Director/Graphic Designer	\$85 - \$125
Urban Designer	\$125 - \$150
Transportation Engineer	\$200 - \$225





07

Required Forms

Exhibit A

**EXHIBIT A
PROPOSER CHECKLIST**

Note:

- 1) This Exhibit must be included in RFP immediately after the Letter of Transmittal.
- 2) RFP Package must be put together in the order set forth in this checklist.
- 3) Any supplemental materials must appear after those listed below and be tabbed "Additional RFP Information"

- Title Page
- Table of Contents
- Letter of Transmittal
- Copy of this Checklist (Exhibit A)
- Introduction Letter
- Approach to Scope of Services
- Work Experience
- Key Staff Experience and Qualifications
- Litigation and/or Terminations
- Cost Details

FORMS

- Proof of Licenses
- Information Statement (Exhibit B)
- Noncollusive Affidavit (Exhibit C)
- Drug Free Workplace form (Exhibit D)
- Scrutinized Companies Certification (Exhibit E)
- Public Entity Crimes Form (Exhibit F)
- Reference Form (Exhibit G)
- Fee Schedule (Exhibit H)

Exhibit B

**Exhibit B
INFORMATION STATEMENT**

Please Note: All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration) Inspire Placemaking Collective, Inc.

Address: 4767 New Broad Street

City: Orlando State: FL Zip: 32814

Telephone No. 407.202.8387 FAX No. N/A

Email: Ckramer@inspireplacemaking.com

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

Addendum No.	Date Issued	Addendum No.	Date Issued
1	7/10/23	3	7/10/23
2	7/10/23	4	7/10/23
5	7/10/23	6	7/10/23

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. If this section does not apply to your bid, simply mark N/A

N/A

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the Village and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, hereby agrees that the Village shall have no liability for respondent's indirect, incidental, consequential, special or

exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings.

Submitted by:

George Kramer, AICP

Name (printed)

President

Title

Date

7/6/23



Signature

ADDENDUM #1 TO THE BID DOCUMENTS

Date of Addendum: July 10, 2023

BID DOCUMENT GENERAL PLANNING SERVICES

NOTICE TO ALL POTENTIAL RESPONDENTS

A. This Addendum shall be considered part of the bid documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original bid documents, this Addendum shall govern and take precedence.

B. Proposers are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Addendum. It will be construed that each bidder's proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

QUESTIONS AND ANSWERS

The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum.

Item	Questions and Answers
1.0	<p><u>Question:</u> The Scope of Work is split into sections: a) General Planning Services, b) Traffic Engineering and Planning, c) LEED and Sustainability, and so forth. Will the Village consider proposals from firms that propose to perform individual categories? Or is the Village only considering proposals from firms that will provide all of the listed services?</p> <p><u>Answer:</u> The Proposer does not need to provide all the services listed in the RFP but General Planning Services are mandatory. Any Proposal which does not contain General Planning Services will be rejected. However, the Proposer should consider partnering with other individuals or entities to provide as many services included in the RFP that the Proposer cannot provided.</p>
2.0	<p><u>Question:</u> For the solicitation referenced above, does the prime need to have a planning certificate, such as the AICP?</p> <p><u>Answer:</u> There is no requirement for a planning certificate such as AICP, however, having such certifications will show experience in the planning field which could result in more points when evaluating the Proposals.</p>

END OF ADDENDUM

ADDENDUM #2 TO THE BID DOCUMENTS
Date of Addendum: July 10, 2023

BID DOCUMENT GENERAL PLANNING SERVICES

NOTICE TO ALL POTENTIAL RESPONDENTS

- A. This Addendum shall be considered part of the bid documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original bid documents, this Addendum shall govern and take precedence.
- B. Proposers are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Addendum. It will be construed that each bidder's proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

QUESTIONS AND ANSWERS

The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum.

Item	Questions and Answers
1.0	<p><u>Question:</u></p> <ol style="list-style-type: none"> Page 15 of the RFP states that proposers are to use 12-point font (excluding on resumes). Can we use a larger font size for headers and section titles and a smaller font size for footers, tables, and charts? Does the 12-point font specifically refer to body text? Page 15 of the RFP states that the Village prefers responses to be no more than 30 pages double-sided. Does the page limit exclude the title page, table of contents, resumes/licenses, tab dividers, letters of recommendation, and the required forms? Page 16, under Section 2, <i>Approach to the Scope of Services</i>, has a note that the section has unlimited pages. Is this section excluded from the 30-page limit? Page 15 of the RFP states that responses are preferred to be bound in a soft cover binder. Can we bind responses using the spiral binding method? <p><u>Answer:</u></p> <ol style="list-style-type: none"> You can use a larger font size for headers and section titles and a smaller font size for footers, tables, and charts. It applies specifically to body text. The page limitation does apply to the title page and table of contents but does not apply to resumes/licenses, tab dividers, letters of recommendation, and the required forms. This section is excluded from the 30-page limit but the more concise you are could result in more points when evaluating the Proposals. You can bind responses using a spiral binding method.

END OF ADDENDUM

ADDENDUM #3 TO THE BID DOCUMENTS
Date of Addendum: July 12, 2023

BID DOCUMENT GENERAL PLANNING SERVICES

NOTICE TO ALL POTENTIAL RESPONDENTS

- A. This Addendum shall be considered part of the bid documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original bid documents, this Addendum shall govern and take precedence.
- B. Proposers are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Addendum. It will be construed that each bidder's proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

QUESTIONS AND ANSWERS

The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum.

Item	Questions and Answers
1.0	<p><u>Question:</u></p> <ol style="list-style-type: none"> There is a wide scope listed in this RFP. Does the Village envision multiple consultants being hired to cover different types of projects and needs of the Village? If the answer to question one is yes, would it be appropriate to team with a sub-proposer for work that we find may be better suited for a different consultant? Or would the Village prefer to contract directly with one of their other consultants for that work? Is the Village expecting an in-house (in-person) staff person as part of these RFP services? If not how often would the Village expect for the consultant to be at Village offices? Daily, weekly, monthly? This will effect our organization chart. In the Economic Development Planning and Research portion of the scope it includes "economic impact analysis reports using Regional Economic Models, Inc. software and other economic research tools". Are there alternative approaches that the Village would accept as part of this task or is this software/approach the only acceptable option?

	<p><u>Answer:</u></p> <ol style="list-style-type: none"> 1. The Village is envisioning multiple consultants being hired. It is beneficial for the Proposer to work with other consultants to provide multiple services under one contract. 2. The Village is open to work with one consultant with sub-consultants or just one consultant as long as the General Planning Services is included in the Proposal. 3. At this time, there is no expectation of an in-house staff person. 4. Yes, alternative approaches are acceptable as long as it is spelled out in the Proposal.
--	---

END OF ADDENDUM

ADDENDUM #4 TO THE BID DOCUMENTS

Date of Addendum: July 12, 2023

BID DOCUMENT GENERAL PLANNING SERVICES

NOTICE TO ALL POTENTIAL RESPONDENTS

A. This Addendum shall be considered part of the bid documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original bid documents, this Addendum shall govern and take precedence.

B. Proposers are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Addendum. It will be construed that each bidder's proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

QUESTIONS AND ANSWERS

The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum.

Item	Questions and Answers
1.0	<p><u>Question:</u></p> <ol style="list-style-type: none"> 1. Could you please clarify what exactly counts toward the page limit? Does the title page, table of contents, tabs, required forms, licenses, and recommendation letters count toward the page limit? 2. Does the Section 1: Introduction Letter need to be in the form of a letter? Could you please confirm this section is different from the Transmittal Letter that is also required? 3. How much work is expected to be in-house vs remote? <p><u>Answer:</u></p> <ol style="list-style-type: none"> 1. Per the previous Addendum, the only items that do not count towards the page limitation are: tabs, required forms, licenses and recommendation letters. 2. The Introduction Letter does not need to be in a form of a letter but it must be designated in the Proposal as the Introduction Letter. The Introduction Letter is different than the Transmittal Letter. The RFP clarifies what is to be included in each letter. 3. Per the previous Addendum, at this time there is no expectation that in-house work will be required.

END OF ADDENDUM

ADDENDUM #5 TO THE BID DOCUMENTS
Date of Addendum: July 14, 2023

BID DOCUMENT GENERAL PLANNING SERVICES

NOTICE TO ALL POTENTIAL RESPONDENTS

A. This Addendum shall be considered part of the bid documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original bid documents, this Addendum shall govern and take precedence.

B. Proposers are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Addendum. It will be construed that each bidder's proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

QUESTIONS AND ANSWERS

The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum.

Item	Questions and Answers
1.0	<p><u>Question:</u></p> <ol style="list-style-type: none"> Could you please confirm whether or not the following sections count toward the 30-page limit: <ul style="list-style-type: none"> Past performance and references in Section 3: Work Experience Section 5: Litigation and terminations Could you please confirm that Section 6: Cost Detail should entail the Fee Schedule Form (Exhibit H) only? <p><u>Answer:</u></p> <ol style="list-style-type: none"> Both Section 3 (Work Experience) and Section 5 (Litigation and Terminations) are counted towards the 30-page limit. Reference letters are not counted towards the 30-page limit. Section 6 Cost Detail would only include the Fee Schedule Form unless there is some explanation needed regarding the proposed fees.

END OF ADDENDUM

ADDENDUM #5 TO THE BID DOCUMENTS
Date of Addendum: July 17, 2023

BID DOCUMENT GENERAL PLANNING SERVICES

NOTICE TO ALL POTENTIAL RESPONDENTS

A. This Addendum shall be considered part of the bid documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original bid documents, this Addendum shall govern and take precedence.

B. Proposers are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Addendum. It will be construed that each bidder's proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

QUESTIONS AND ANSWERS

The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum.

Item	Questions and Answers
1.0	<p><u>Question:</u></p> <p>As currently worded, we believe that the indemnity provision section 1-13 on page 8 of the RFP is not in compliance with FL Statute 725.08 and is unenforceable. Would the Village please reword same to conform with the statute? Suggested language per FL Statutes 725.08: "The design professional shall indemnify and hold harmless the agency, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the design professional and other persons employed or utilized by the design professional in the performance of the contract.</p> <p><u>Answer:</u></p> <p>The statute referenced above applies to contracts between a public agency and a "design professional." A design professional is defined as an architect, landscape architect, engineer, or land mapper/surveyor. It would not generally apply to planning services. To extent that the Village is seeking architectural or engineering services, the quoted language above would apply.</p>

END OF ADDENDUM

Exhibit C

EXHIBIT C

NONCOLLUSIVE AFFIDAVIT FORM

STATE OF FL

COUNTY OF Orange

George Kraner, being first duly sworn deposes and says that:

1. He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting the Proposal.
2. The Proposal is genuine and is not a collusive or sham Proposal.
3. Neither the Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, have in any way, colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Proposer, firm, or person to fix the price in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price in any other Proposer; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage in the proposed Contract.
4. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Date: 7/6/23

By: [Signature]

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared George Kraner an authorized representative of _____, well known to me and known to me to be the person(s) described in and who executed the foregoing instrument and have acknowledged before me that they executed the same. WITNESS my hand and official seal in the County and State last aforesaid this 06 day of July, 2023.

[Signature] Kirsten Hendricks
Notary Public - State of Florida at Large
(Printed, typed or stamped commissioned name of notary public)



Exhibit D

EXHIBIT D
DRUG-FREE WORK PLACE CERTIFICATION

The undersigned Contractor, in accordance with Section 287.087, Florida Statutes, hereby certifies that Inspire Placemaking Collective, Inc. does:

Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.

[Signature]
Proposer's Signature

7/6/23
Date

Exhibit E

EXHIBIT E
SCRUTINIZED VENDOR CERTIFICATION
PURSUANT TO SECTION 287.135, FLORIDA STATUTES

This sworn statement is submitted to the Village of North Palm Beach, Florida

by George Kramer, AICP - President
(print individual's name and title)
for Inspire Placemaking Collective, Inc.
(print name of entity submitting sworn statement)

whose business address is 4767 New Broad Street, Orlando, FL 32814

and (if applicable) its Federal Employer Identification Number (FEIN) is: 92-1495717

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

1. I hereby certify that the above-named entity:
 - A. Does not participate in the boycott of Israel; and
 - B. Is not on the Scrutinized Companies that Boycott Israel List.

Section 287.135, Florida Statutes, prohibits the Village from contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.

As the person authorized to sign on behalf of the above-named entity, I hereby certify that the statements set forth above are true and that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees and/or costs. I further understand that any contract with the Village for goods or services may be terminated at the option of the Village if the company has been found to have submitted a false certification.

[Signature]
(Signature)

The foregoing document was sworn and subscribed before me this 10th day of July, 2023 by George Kramer, who is personally known to me or produced _____ as identification.

[Signature]
Notary Public
My Commission Expires:

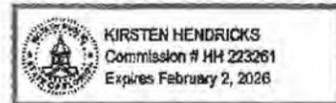


Exhibit F

EXHIBIT F
PUBLIC ENTITY CRIMES FORM

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to Village of North Palm Beach
(Print name of the public entity)

By George Kramer, AICP - President
(Print individual's name and title)

for Inspire Placemaking Collective, Inc.
(Print name of entity submitting sworn statement)

Whose business address is 4767 New Broad Street, Orlando, FL 32814

and (if applicable) its Federal Employer Identification Number (FEIN) is 92-1495717
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any Proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1988, as a result of a jury verdict, no jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - 4-1. A predecessor or successor of a person convicted of a public entity crime; or
 - 4-2. Any entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a

Exhibit G

joint venture with a person who has been convicted of a public entity crime in the State of Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposal applies to Proposals on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Indicate which statement applies)

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one of more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

State of Florida
County of Orange

[Signature]
7/6/23

The foregoing instrument was acknowledged before me this 6th day of July, 2023 by George of Kissner, who is personally known to me or who has produced George as identification and who did (did not) take an oath.

WITNESS my hand and official seal.

[Signature]
NOTARY PUBLIC
Kirsten Hendricks

(Name of Notary Public: Print, Stamp, or type as Commissioned)

EXHIBIT G REFERENCES

PROPOSER REFERENCES	
Please submit a minimum of five references in detail; give client references who have been clients (of the Proposer) for at least one year (preferably municipal governments or other governmental agencies of similar size in Florida where your company has provided same and similar services General Planning Services). The Village may contact some of the Proposer's current and former clients, both supplied by the Proposer and independently derived, to request that they validate the qualifications of the Proposer and the accuracy of the claims made by the Proposer in its Proposal, and that they assess the Proposal's ability to perform the types, level and quality of services that the Village desires. All references contacted will be asked to rate those aspects of the Proposal's performance on a scale from 0 – 5: zero (0) being poor and (5) being excellent.	
Excellent:	Frequently exceeds client reference's specifications/requirements
Good:	Meets client reference's specification/requirements.
Poor:	Frequently does not meet client reference's specifications / requirements
1. CUSTOMER NAME:	City of West Park, FL
CUSTOMER LOCATION:	1965 South State Road 7, West Park, FL 33023
POPULATION, if Government:	N/A
CUSTOMER CONTACT PERSON :	W. Ajibola Balogun, ICMA-CM, City Manager
CUSTOMER PHONE NUMBER:	954.989.2688
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	Abalogun@cityofwestpark.org
PROJECT DESCRIPTION:	West Park contracted Inspire to provide adjunct planning services including onsite planning support.
2. CUSTOMER NAME:	City of Weston, FL
CUSTOMER LOCATION:	2599 South Post Road, Weston, FL 33327
POPULATION, if Government:	N/A
CUSTOMER CONTACT PERSON :	Karl Thompson, PE, Assistant City Manager/COO
CUSTOMER PHONE NUMBER:	954.385.2600
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	Kthompson@cityofwestonfl.org
PROJECT DESCRIPTION:	Inspire was retained to produce a summary of the existing economic and demographic conditions of the City/regional market.
3. CUSTOMER NAME:	City of Kissimmee, FL
CUSTOMER LOCATION:	101 Church Street, Kissimmee, FL 34741
POPULATION, if Government:	N/A

CUSTOMER CONTACT PERSON :	Craig Holland, AICP, Development Services Director
CUSTOMER PHONE NUMBER:	407.518.2148
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	Cholland@kissimmee.org
PROJECT DESCRIPTION:	Inspire worked on/completed the following projects: CRP Update, LDC Update, Form-Based Code, Etc.
4. CUSTOMER NAME:	City of Pinellas Park, FL
CUSTOMER LOCATION:	5141 78th Avenue North, Pinellas Park, FL 33781
POPULATION, if Government:	N/A
CUSTOMER CONTACT PERSON :	Nick A. Colonna, Community Development Administrator
CUSTOMER PHONE NUMBER:	727.369.5680
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	Ncolonna@pinellas-park.com
PROJECT DESCRIPTION:	Inspire worked on/completed the following projects: CRP Update, City Center Plan, Municipal Branding.
5. CUSTOMER NAME:	Volusia County Growth Management Commission (VGMC), FL
CUSTOMER LOCATION:	140 South Beach Street, Suite 305, Daytona Beach, FL 32114
POPULATION, if Government:	N/A
CUSTOMER CONTACT PERSON :	Merry Chris Smith, Operations Manager
CUSTOMER PHONE NUMBER:	386.947.1875
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	VGMC@volusia.org
PROJECT DESCRIPTION:	Inspire is responsible for conducting comprehensive plan amendment reviews on a continuing basis.

Exhibit H

**EXHIBIT H
SCHEDULE OF FEES**

POSITION	HOURLY RATE
Principal	\$180-\$275
Director	\$180-\$225
Senior Planner	\$150-\$175
Planner	\$100-\$150
Senior Landscape Architect	\$150-\$175
Creative Director/Graphic Designer	\$85-\$125
Urban Designer	\$125-\$150
Transportation Engineer	\$200-\$225



VILLAGE OF NORTH PALM BEACH

REQUEST FOR PROPOSALS
GENERAL PLANNING SERVICES

R.E. CHISHOLM ARCHITECTS, INC.
782 NW 42ND AVE, SUITE 650
MIAMI, FLORIDA 33126
O: (305)661-2070

ROBERT E. CHISHOLM, FAIA, NCARB
BOB@CHISHOLMARCHITECTS.COM

CHISHOLM

7/31/2023

architects

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1

TRANSMITTAL LETTER



TRANSMITTAL LETTER

July 31, 2023

Village of North Palm Beach
501 US Highway One
North Palm Beach, Florida 33408

Attn: Jessica Green
Village Clerk

**RE: Village of North Palm Beach
Request for Proposals
General Planning Services**

Dear Ms. Green and Members of the Selection Committee:

R.E. Chisholm Architects, Inc. (REC) understands the work to be performed for the Village of North Palm Beach under the General Planning Services contract. The work to be performed under the General Planning Services contract includes: Evaluation of the Villages Comprehensive Plan, Code Amendments, Planning Petitions, Interpretations of the Village's Zoning Code, Planning Studies, Meetings, Community Communications, Architectural Services, and additional services.

The True Project Value the Chisholm Team brings is best noted on extensive and comprehensive process knowledge, and a proven leadership track record in an enormous variety of projects over forty years, complemented with the strong professional, technical, architectural, and engineering support of several veteran firms best in their fields with proven local knowledge and performance.

We bring over 40 years of experience in working with federal, state and local government agencies. REC has developed an outstanding relationship with the governmental agencies that will be an asset to complete any project on schedule and within budget. The specific project experience the Chisholm Team provides, along with our proven leadership and overall team experience, is pertinent in the provision of services for Village of North Palm Beach.

The consultant team assigned will be involved from inception through completion of construction of any projects. Key personnel including the Principals, Project Managers on both the design and construction side, as well as the Project Engineers will maintain their involvement throughout the duration of the project.

Our careful selection of the Team members for this project was done to bring together key people/firms that have collaborated on projects in the past. We have developed life-long working relationships that provide our clients and team who is familiar with working together, delivering your projects on time and on budget.

R.E. Chisholm Architects, Inc. acknowledges that our proposal submittal for General Planning Services for the Village of North Palm Beach will remain in effect for sixty (60) days.



Robert E. Chisholm, FAIA, NCARB
Chairman/CEO
R.E. Chisholm Architects, Inc.

CHISHOLM

architects

**EXHIBIT A
PROPOSER CHECKLIST**

Note:

- 1) This Exhibit must be included in RFP immediately after the Letter of Transmittal.
- 2) RFP Package must be put together in the order set forth in this checklist.
- 3) Any supplemental materials must appear after those listed below and be tabbed "Additional RFP Information"

- _____ Title Page
- _____ Table of Contents
- _____ Letter of Transmittal
- _____ Copy of this Checklist (Exhibit A)
- _____ Introduction Letter
- _____ Approach to Scope of Services
- _____ Work Experience
- _____ Key Staff Experience and Qualifications
- _____ Litigation and/or Terminations
- _____ Cost Details

FORMS

- _____ Proof of Licenses
- _____ Information Statement (Exhibit B)
- _____ Noncollusive Affidavit (Exhibit C)
- _____ Drug Free Workplace form (Exhibit D)
- _____ Scrutinized Companies Certification (Exhibit E)
- _____ Public Entity Crimes Form (Exhibit F)
- _____ Reference Form (Exhibit G)
- _____ Fee Schedule (Exhibit H)



2

INTRODUCTION LETTER



July 31, 2023

Village of North Palm Beach
501 US Highway One
North Palm Beach, Florida 33408

Attn: Jessica Green
Village Clerk

**RE: Village of North Palm Beach
Request for Proposals
General Planning Services**

Dear Ms. Green and Members of the Selection Committee:

We are pleased to submit our qualifications for the General Planning Services for the Village of North Palm Beach. The Chisholm Architects Team has achieved a high level of expertise in planning, design, and construction for facilities, including projects for new construction, renovations, additions, and more.

R.E. Chisholm Architects, Inc., (REC), is a full service architectural firm, established in 1982, located in Miami-Dade County, with experience in public and private sector projects. We have a long working relationship with the public sector to whom we have provided Architectural, Planning, Interior Design, and Urban Design Services. REC provides design services to all sectors and project types including industrial, commercial, residential and institutional clients as a way to utilize a customized project design approach. This philosophy of variety has allowed our staff to apply creative and innovative solutions to a variety of design projects while expanding the experience and depth of design and building knowledge throughout our staff.

PROJECT TEAM

The **TRUE PROJECT VALUE** the Chisholm Team brings is best noted on extensive and comprehensive process knowledge, and a proven leadership track record in an enormous variety of projects over forty years, complemented with the strong professional, technical, architectural, and engineering support of several veteran firms best in their fields with proven local knowledge and performance.

We are pleased to submit to provide Professional Architecture and Engineering Consulting Services with the following team:

ARCHITECTURE	R.E. CHISHOLM ARCHITECTS, INC.	LEED & COMMISSIONING	SPINNAKER GROUP
MEP ENGINEERING	HAMMOND AND ASSOCIATES	COST ESTIMATING	PROGRAM CONTROLS INC
STRUCTURAL ENGINEERING	BLISS & NYITRAY	GRAPHIC DESIGN	TGA DESIGN
CIVIL ENGINEERING	KEITH & ACCOCIATES	ECONOMIC DEV.	ZABIK & ACCOCIATES
LANDSCAPE ARCHITECTURE	KEITH & ACCOCIATES		

RELEVANT EXPERIENCE

The **Chisholm Team** is highly trained, experienced, and knowledgeable in the coordination of review and approval processes and will make a commitment to the timely performance of all required services. We have substantial specific experience in providing Architectural and Engineering Design Services and specifically working with Government projects/entities, as well as working with continuing contracts.

We have current and past Architecture / Engineering Continuing Services Contracts:

MUNICIPALITIES / COUNTIES

- Palm Beach Housing Authority (2023—Pres)
- Hialeah Housing Authority (2023—Pres)
- Village of Biscayne Park (2023—Pres)
- Miami Shores Village (2023—Pres)
- Town of Southwest Ranches (2022—Pres)
- City of Coral Gables Historic Preservation (2022—Pres)
- City of Miramar (2022—Pres)
- Village of Palmetto Bay (2021—Pres)
- City of Miami Beach (2020—Pres)
- City of Coral Gables (2019—Pres)
- City of Miami (2012—Pres), (2022—Pres)
- City of South Miami (2014—Pres)
- Miami-Dade County EDP (2013—Pres)
- Miami International Airport (1992—2005), (2017—Pres)
- Miami-Dade County Parks, Rec. & Open Spaces (2001—Pres)
- Miami-Dade County HUD (1983—1989)

STATE AND FEDERAL

- US Dept. of Agriculture / ECA (1991—Pres)
- US Army Corps. Of Engineers (2013—2016)

CORPORATE

- Belen Jesuit Preparatory (2023—Pres)
- Miami Dade College (1998—2004), (2017—Pres)
- University of Miami (2013—Pres)
- Miami-Dade County Public Schools (2013—Pres)
- St. Augustine Church (2000—Pres)
- Baptist Health (1998—Pres)
- Affordable Housing Solutions (2013—2020)
- Ocean Bank (2013—2020)
- Norwegian Cruise Lines (2015—2019)
- Gulliver Academy (2012—2016)
- Gulliver Preparatory (2012—2016)
- U.S. Century Bank (2002—2009)
- Great Florida Bank (2001—2013)

R.E. Chisholm Architects, Inc. brings over 40 years of experience in working with federal, state and local government agencies.

REC has developed an outstanding relationship with the governmental agencies that will be an asset to complete any project on schedule and within budget.

The consultant team assigned will be involved from inception through completion of construction of any projects. Key personnel including the Principals, Project Managers on both the design and construction side, as well as the Project Engineers will maintain their involvement throughout the duration of the project.

Our careful selection of the Team members for this project was done to bring together key people/firms that have collaborated on projects in the past. We have developed life-long working relationships that provide our clients and team who is familiar with working together, delivering your projects on time and on budget.

VILLAGE OF NORTH PALM BEACH
REQUEST FOR PROPOSALS
GENERAL PLANNING SERVICES



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RELEVANT PROJECT EXPERIENCE

STATE AND FEDERAL

USDA / ECA Everglades Farmworker Village
 US Army Corps of Engineers – Picayune Strand Everglades Restoration
 US GSA / US DEA ICE Facility, (LEED Certified)
 Miccosukee Tribe of Indians of Florida Reservation Master Plan

MUNICIPALITIES / COUNTIES

CITY OF MIAMI BEACH

Flamingo Park Childcare
 Flamingo Park Youth Center
 South Beach Art Deco District Historic Preservation Master Plan
 Miscellaneous A&E Continuing Contract (Present)

CITY OF CORAL GABLES

Venetian Pool Renovations and Café Retrofit
 Miscellaneous A&E Continuing Contract (Present)
 Historic Preservation Misc. A&E Continuing Contract (Present)

CITY OF MIAMI

Miami City Cemetery Facilities
 Virginia Key Maritime Center / DCP
 Douglas Park Community Center
 Antonio Maceo Park Facilities
 David T. Kennedy Park Facilities
 Shenandoah Park Stadium
 Margaret Pace Park Volleyball Courts
 Commissioner King Offices Renovations
 Commissioner Diaz de La Portilla Office Renovations
 David Herring Facility – 40 Year recertification
 Miami Police Station ADA and Feasibility Study
 Lawrence and Riverview Pump Stations
 2 Miscellaneous A&E Continuing Contract (Present)

PROJECT LEADERSHIP

- Principal in Charge, **Robert E. Chisholm, FAIA, NCARB** and Project Director **Matthew Polak AIA, LEED AP** are the primary points of contact. **Working together over thirty-five years** on a variety of projects applying creative and innovative design solutions. In addition, the assigned project manager at Chisholm Architects will be a (third) primary contact.
- Mr. Chisholm is the firm’s lead designer and is involved in the project’s design and planning as well as working closely with the client to develop the overall vision for the project.
- As Project Director, Mr. Polak is in charge of the direction of the project, ensuring that design intent is reached and project requirements are achieved. He is also in direct contact with the client and will ensure the project goals are understood and implemented within our firm.

Mr. Chisholm has an excellent forty-year history of working with Federal, State, and Local private and public institutions on a variety of projects. The specific project experience the Chisholm Team provides, along with our proven leadership and overall team experience, is pertinent in the provision of services for Village of North Palm Beach.

We truly appreciate your consideration of the Chisholm Team and look forward to formally presenting our proposal.

Sincerely,

RE CHISHOLM ARCHITECTS, INC.



Matthew Polak, AIA, LEED AP
 President, Project Director
 c/ (305)542-9235
 mpolak@chisholmarchitects.com

Robert E. Chisholm, FAIA, NCARB
 Chairman/CEO, Principal in Charge
 c/ (305)542-9233
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CHISHOLMARCHITECTS.COM

VILLAGE OF NORTH PALM BEACH
 REQUEST FOR PROPOSALS
 GENERAL PLANNING SERVICES



CHISHOLM

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APPROACH TO THE SCOPE OF SERVICES



R.E. Chisholm Architects, Inc. approach to design challenges and methodologies are listed herein, because our firms' philosophies, methodologies and procedures are *SHARED VALUES* which we hold as the basic foundation for successful professional service delivery.

OUR OBJECTIVE is to always review and understand the project program, the requirements, the objectives of the client, the opportunities and constraints affecting the codes and regulations, the timeliness and related budgets, and the costs and project delivery system. Once the above parameters are documented, understood, and organized, then, the concepts, design, design development and the construction documents are undertaken.

After this is accomplished and secure all the Construction Documents completed, checked, and approved, then the official Building Permit process and then construction begins. One might say that there is nothing "innovative" about this approach, but the clear and present objective when dealing with the client and the public is to be transparent and communicative in meeting their needs and expectations for services delivery.



REAP THE REWARDS OF OUR PROJECT TEAM APPROACH

We have this experience of public and private assessments of needs, project definition, project presentations and project delivery. First, on a personal level since 1973 and as a firm, since 1978 to the present. **R.E. Chisholm Architects, Inc.**, and consulting team utilize standard industry management techniques in which focus on DASHBOARD reporting and accountability towards accomplishment of the project program requirements.

CROSS-FUNCTIONAL Teaming is a key approach to a multi-disciplinary team with key responsibilities and assignments. The approach to any and all projects is the standard but enhanced (through documentation) Design and Construction industry approach. The foundation for this approach to the practice of architecture is sound and proven to be effective. The success is based on maintaining discipline and executing the scheduled procedures and deliverables as outlined in the **QA/QC** procedures which include (16) sections / SD, (31) sections / DD and (31) sections / CDs for a comprehensive process to achieve accuracy and excellence in project documentation.

Initial organization of a project with timelines, budgets, task responsibility and lines of team communication. Achieving to the basic phases of program, concept, schematic design, etc. and advising the project team and client of the schedule and budget DASHBOARD, plus any foreseeable issues and recommended options and alternatives. Chisholm Architects and its Principals have extensive and successful experience in Public Presentations, Consensus Building, Neighborhood and Community Charettes, presentations to private sector, governing bodies, and regulatory agencies.

PHASE 1 PRE-DESIGN SERVICES / PREPARED FOR PROPOSAL

This phase studies and develops the constraints of the project. Research of applicable codes and ordinances, analysis of existing building conditions, development of program requirements, and discussion and study of related issues that pertain to the design of the project.

SERVICES:

1. Agency Consulting/Review/Approval.
2. Owner-supplies Data Coordination.
3. Programming.
4. Space Schematics/Flow Diagrams.
5. Project Development Scheduling.
6. Project Budgeting.

PHASE 2 CONCEPTUAL DESIGN SERVICES

This phase develops an overall concept through a comprehensive incorporation of the information obtained, reviewed, and accepted as part of the pre-design phase. This phase graphically develops of a conceptual and general site plan, exterior elevations and building structure and systems for review.

SERVICES:

1. Agency Consulting/Review/Approval.
2. Owner-supplied Data Coordination.
3. Site Analysis.
4. Site Development Planning.
5. Detailed Site Utilization Studies.
6. On-Site Utility Studies.
7. Off-site Utility Studies.
8. Environmental Studies and Reports.

PHASE 3 SCHEMATIC DESIGN SERVICES

This phase further refines and develops the approved Conceptual Design. In addition to the further refinement of the architectural site plan, floor plan and exterior elevations. Evaluation of the various technical requirements the project needs are determined. If required site utilities and drainage requirements are determined. Appropriate structural, mechanical (HVAC and Plumbing), electrical and fire protection systems are reviewed, discussed.

SERVICES:

1. Project Administration.
2. Disciplines Coordination/Document Checking.
3. Agency Consulting/Review/Approval.
4. Owner-Supplied Data Coordination.
5. Architectural Design/Documentation.
 - Conceptual site and building plans.
 - Preliminary sections and elevations.
 - Preliminary selection of building systems materials.
 - Development of approximate dimensions, area volumes.
 - Perspective sketch(es).
 - Study model(s).
6. Landscape Design/Documentation.
7. Materials Research/Specifications.
8. Project Development Scheduling.
9. Statement of Probable Construction Cost.
10. Presentations.

PHASE 4 DESIGN DEVELOPMENT SERVICES

As phases one through three have defined the general design parameters of the project, this phase begins the process in which the necessary detail and coordination of the building design, components and systems occurs between the various disciplines. Conflicts between various systems are reviewed and appropriate design solutions incorporated to meet the program requirements of the project.

SERVICES:

1. Project Administration
2. Disciplines Coordination/Document Checking.
3. Agency Consulting/Review/Approval.
4. Owner-supplied Data Coordination.
5. Architectural Design/Documentation.
 - Plans, sections, and elevations.
 - Typical construction details.
 - Three-dimensional sketch(es).
 - Study model(s).
 - Final materials selections and Equipment layouts.
6. Materials Research/Specifications.
7. Project Development Scheduling.
8. Statement of Probable Construction Cost.
9. Presentations.



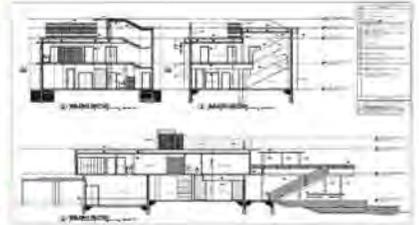
PHASE 5 CONSTRUCTION DOCUMENTS SERVICES

This phase prepares the final architectural, engineering design into drawings and written instruction for bidding, permitting and construction.

- Quality Control is maintained as coordination between disciplines and the Contractor.
- Conflicts are identified, and an appropriate course of action taken.
- To further clarify the design intent, three dimensional sections and details can be created of especially difficult areas.
- Upon completion the drawings are submitted for building permit.

SERVICES:

1. Project Administration.
2. Disciplines Coordination/Document Checking.
3. Agency Consulting/Review/Approval.
4. Owner-supplied Data Coordination.
5. Architectural Design/Documentation.
6. Materials Research/Specifications.
7. Statement of Probable Construction Cost.
8. Presentations.



PHASE 6 CONSTRUCTION CONTRACT ADMINISTRATION SERVICES

The A/E team on behalf of the owner will periodically visit the site to confirm that the project is being constructed in a manner consistent with the permitted construction drawings and the design intent plus review General Contractors draw requisitions.

- Ensure that any deviations from the contract documents are corrected or if accepted, the impact to the original intent is understood by all parties.
- Coordination of the Owner's supplied data, evaluation of the quality of work, and determination of the value of work performed are all critical.
- Review and respond in writing to contractor's request for information (RFI) as related to the construction documents.
- Issue field advisories/directives as needed to clarify the work described in the contract documents.
- Attend progress site visits and project progress meetings during the construction period and review General Contractors draw requisitions.
- Attend final completion field review.

SERVICES:

1. Project Administration.
2. Disciplines Coordination/Document Checking.
3. Owner-supplied Data Coordination.
4. Office Construction Administration.
5. Construction field Observation.
6. Project Representation.
7. Supplemental Documents.
8. Quotation Request/Change Orders.
9. Project Schedule Monitoring.
10. Project Closeout.



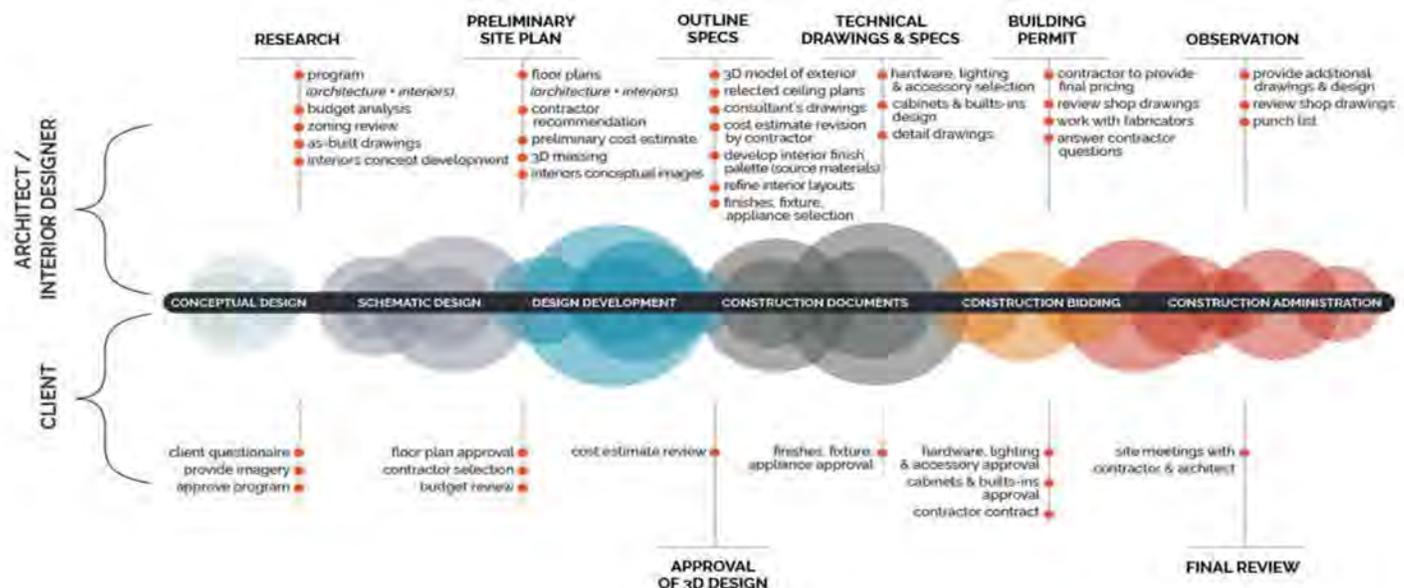
PHASE 7 POSTCONSTRUCTION SERVICES

Our involvement with the project does not end when the keys are given to the Owner.

- Coordination of the record set of drawings for the Owner's future use for operations and maintenance will be coordinated with the General Contractor.
- Eight month and twelve-month site visits for verification that the systems installed are operating as designed.
- A post construction evaluation of how the building is being utilized is performed to verify the program in-tent is achieved or determine if corrective action is required.

SERVICES:

1. Disciplines Coordination/Document Checking.
2. Owner-supplied Data Coordination.
3. Maintenance and Operational Programming.
4. Start-up Assistance.
5. Record Drawings.
6. Warranty Review.
7. Post-construction Evaluation.



ALTERNATIVE DELIVERY METHODS

The main advantage of the alternative project delivery methods that consist of hybrid variations of the competitive bidding, Construction Management at Risk, Design/Build process are that they offer the client a single contract and single point of accountability for the design and construction of the project.

The contract is fully inclusive of all services and products to be delivered by the team. Having utilized the Design/Build method, the client typically does not have a need to resolve or become involved with the potential challenges and disputes that may arise between the Design/Build team members that can complicate the low-bid delivery method. With the Contractor and Engineer working collaboratively together through the design process, the Contractor gains a thorough understanding and detailed knowledge of the design intent with the Engineer being able to design to the requirements that the contractor can provide most efficiently.

The Design and Construction industry has been around for a long time, and with that there are dependable industry standards.

Although Technology and codes lead to occasional changes, but the general principles stay the same. The most important thing to understand is that getting a project designed and built is a process, it takes time. Decisions are not made all at once, but throughout the course of a project. All the team's key members understand the array of challenges encountered in numerous projects in South Florida. Our team shall evaluate and provide expertise that exceeds the following criteria:

- State of Florida building codes design and construction standards.
- Industry standards, codes, and regulations.
- Economic/institutional criteria for evaluating design options.
- Input from client executive(s), engineering and operational staff.

COORDINATION BETWEEN CONSULTANT AND SUB-CONSULTANTS

The consultant team assigned to this project will be involved in this project from inception through completion of construction.

Key personnel including the Principals, Project Managers on both the design and construction side, as well as the Project Engineers will maintain their involvement throughout the duration of the project. The process that we follow is the standard in the industry and as recommended by the American Institute of Architects.

- Pre- Design, Site Analysis, and Conceptual Design Phase.
- Schematic Design Phase.
- Design Development Phase.
- Construction Document Phase.
- Post Construction Review Phase.
- Construction Administration Phase.

PROFESSIONAL PRACTICES

The following describes implementation of **The Chisholm Team's** professional practices in Sustainable Design, Value Engineering, Quality Control and Assurance.

SUSTAINABLE DESIGN / LEED

After the inception of Miami-Dade County's Sustainable Building Program in which all new County facilities are mandated to be LEED Silver Certified, REC, a member of the US Green Building Council and Mr. Matthew Polak, AIA, LEED AP / President of the firm, LEED-Accredited Professional, are committed to providing Sustainable Design through Green Building solutions.

The Chisholm Architects Team aspires to be environmentally conscious and utilize sustainable design principles in all aspects of our practice.

We adhere to the U.S. Green Building Council's philosophy of **"working to promote buildings that are environmentally responsible, profitable, and healthy places to live and work."**

Our policy is to improve environmental quality through wise business decisions. These include conserving energy, reducing, or eliminating waste, and recycling and properly disposing of remaining waste. We believe our responsibility to prevent pollution is compatible with successful business objectives. Improving productivity, efficiency and material handling requires regular review of our operations. Our Green Team meets regularly to discuss sustainable design, products, and solutions that address varying design issues and alternatives in their implementation.

Chisholm Architects currently has a LEED Accredited professional on staff and our consultants have LEED accredited professionals as well. All the Chisholm team firms has LEED certified and Green projects in their list of completed projects. LEED concepts implemented on Chisholm projects listed below:

1. 2019 Miami-Dade County Parks, Rec and Open Spaces – Fr. Gerard Jean-Juste Community Center – LEED Gold / Certified (M. Polak)
 - Designated official park facility prototype for Miami Dade County Parks, Rec. and Open Spaces.
 - South Florida Business Journals Best Green Project Finalist.
2. 2017 South Beach Residence – Green Project / Design (M. Polak, AIA, LEED AP)
3. 2016 ABAE Hotel – Green Project / Design (M. Polak, AIA, LEED AP)
 - Excellence in Construction Award from the Associated Builders and Construction.
4. 2015 US Housing and Urban Development – St. Joseph Haitian Mission Apts.– Green Project / Design (M. Polak, AIA, LEED AP)
5. 2014 US Drug Enforcement Administration (South Florida Headquarters) – LEED Silver / Certified (M. Polak, AIA, LEED AP)



VALUE ENGINEERING

Value Engineering is a systematic process designed to focus and improve upon the major elements of complex or high-cost projects. We at Chisholm Architects will employ a multi-disciplined team of experts to develop recommendations aimed at improving the value of the project during its early design phases should value engineering be necessary or required.

QUALITY AND CONTROL ASSURANCE – QA/QC

Quality is the result of a cooperative partnership between the providers of project development services (Architecture/Engineering services and technical reports) and those responsible for Quality Assurance. Those providing project development services must implement Quality Control to ensure that products and services meet or exceed expectations of quality. Those responsible for Quality Assurance must review or audit these products and services to ensure the Quality Control efforts are achieving desired results.

Our team seeks the optimum blend of scheduling, performance, constructability, maintainability, environmental awareness, safety, and cost consciousness. As well as a management technique that uses a systematized approach to seek out the best functional balance between the cost, reliability, and performance of the project. A **Quality Assurance** review will involve representatives from all disciplines to review a list of project elements that are considered to represent the overall quality of the work.

QUALITY CONTROL is an ongoing deliberate process, planned and carried out by the provider of design services.

Quality control is based on the belief that:

- Quality control should ensure the work is done correctly the first time by focusing on preventing problems or errors rather than reacting to them.
- Quality is controlled by proper and adequate training, planning, coordination, supervision, and technical direction, proper definition and a clear understanding of job requirements and procedures.
- Quality is verified through checking, reviewing, and monitoring of work activities, with documentation by experienced, individuals who are not directly responsible for the work.

To implement a quality control plan, the Project Manager:

- Selects and assigns qualified professionals to perform the project tasks.
- Assigns qualified specialists to oversee all elements of the work and carry out a consistent, deliberate program of quality control.
- Continually improving the quality process.
- Makes certain that all personnel involved in performing the work have a clear understanding of the scope and intent of the overall project, and the appropriate design criteria and environmental concerns, in order to ensure that the work product meets or exceeds the expectations of the client.
- Assure designers and reviewers have a clear understanding of the work requirements, responsibilities, project schedule, deadlines, and completion dates.
- Arranges peer reviews to be conducted by qualified personnel outside of design team. Documents the quality control process properly, to the degree appropriate to each project.

A Quality Control (QA/QC) process must adhere to three basic principles:

1. Prevent errors from being introduced, at least as much effort should be placed in preventing errors as in finding the errors later.
2. Ensure that errors are detected and corrected as early as possible. Therefore, quality controls, which include checking and back-checking procedures, must be implemented during all phases of the work.
3. Eliminate the causes of the errors as well as the errors themselves. By removing the cause, the quality process has been improved.

UNDERSTANDING PROJECT APPROACH

REC understands the Scope of Work and will comply with plans, narratives, guiding principles, design objectives, technical specifications and deliverable schedule for submissions established. The process always develops alternative strategies that we are prepared to confront through a dialogue that focuses on both qualitative and quantitative issues and arrives at a consensus.

While we can imagine alternatives, we also understand the detailed analysis and decision-making of the individual work efforts: 1) Evaluating the designated area and its intended use, 2) Perform modeling to design an area available for observation from the general public, 3) Provide Development plans, identify materials and include cost estimating and 4) Manage the overall project development. There is no existing issue that intimidates us, and we can get beyond apparent limitations to create a vision and make it into a reality for the future of the Village of North Palm Beach as our track record shows.

The scope of services required for the Village of North Palm Beach tracks our team's exact experiences. Addressing the primary tasks, we would begin by meeting with our clients to confirm their goals and objectives for any assigned projects, then assess the condition of the existing area, and with the body of knowledge presented in previous documents, we will proceed to propose recommendations to the tasked items.

Our team members are experts in the extended use, preservation, and development of many significant buildings, campuses, and communities and has identified like-minded specialty consultants in the fields of architecture, engineering, and cost estimating to assist us. The project leadership that **Chisholm Architects** provides combined with the experience of the firms in our team, based on past projects, is pertinent in the provision of services such as time schedules, attention to detail, schematic design, design development and complete specifications, dry-run permitting/regulatory review, oversight of the construction bidding process, construction administration, Miami-Dade County requirement/local building codes, reporting to the project manager, and managing the budget status and time at every phase of the work.

Service to the Client is the most important aspect of the process. The Design team works together with the Client from the beginning of the project to provide comprehensive design solutions with the direct involvement of all disciplines throughout the design process. This ensures efficiency of the process and quality of the final product functionally and aesthetically.

Our team brings together a mix of local and national experts, all very familiar with City, Miami-Dade County, and State of Florida design standards and specifications having prepared construction documents for an array of municipal projects that provide resiliency and sustainability. Specific experience with public properties all the while remaining operational and maintaining a sensitivity to its unique elements is an integral approach we will provide to the success of a project of the scale and magnitude of the Village of North Palm Beach.

WILLINGNESS TO MEET SCHEDULE AND BUDGET REQUIREMENTS

All our projects have been completed on their realistic time and budgets.

Those that have not, have been due to a variety of reasons, unrealistic timelines and/or budgets, third-party delays which are beyond any control of the owner or a/e, we, at Chisholm Architects, make a concerted effort to meet timelines and budgets in regardless of second or third party delays and in the variety of instances, we do, there are always delays which can be attributable to other parties, mostly due to unforeseen or third party circumstances.

Maintaining the established project schedule and costs will be critical to the success of this project. The REC team understands this and has been successful at delivering many projects "under budget and ahead of schedule". Our team will work with the Village of North Palm Beach to establish a Project Design and Construction Schedule as part of our schematic design start-up that sets completion dates per task and project milestones.

Our approach to scheduling is like our approach to the budget, in that our wide diversity of projects and experience gained, REC has developed a database of scheduling information that has allowed it to generate in-house schedules on all its projects. This database enables our team to proactively include and start various regulatory processes, obtain client and regulatory approvals, coordinate with consultants, and ultimately start and successfully complete our projects on time and within budget.

In addition to the processes and systems outlined above, our firm requires each of our consultants to also provide their individual expertise and experience in developing an estimated cost and schedule for their specific discipline for inclusion into our estimate of cost and schedule. Public Sector projects of note that have been completed on time and within budget include:

- **Miami Dade County Parks, Rec. & Open Spaces – Fr. Gerard Jean-Juste Community Center / Oak Grove Park (\$10M / 2019)**
- **Miami-Dade County Aviation Department - Cargo Building 701 (\$12M / 1993)** FIRST **Design-Build** project in Miami Dade County Government, FIRST **Design-Build** project at Miami International Airport and FIRST **Design-Build** project in the MIA Cargo Building program. Our firm was able to meet the airport's complex design criteria schedule and budget. The project was delivered on time in accordance with the airport required schedule and within its estimated cost.
- **Miami-Dade County Aviation Department - International Greeters Lobby at Concourse B. (\$1M / 1995)** This project required careful coordination with airport operations to allow the facility to operate during construction while maintaining their schedule and estimated budget. This project was successfully completed on time and on budget.
- **North Broward - Homeless Assistance Center. (\$8M / 1998)** A multi-use facility with dormitories, classrooms, a health center, and administrative offices for the Government of Broward County was completed on time and on budget.
- **City of Tamarac - Public Service Building. (\$5M / 2009)** A Multi-Use administrative complex completed on time and within the City's budget.
- **Miami-Dade College—New World School of the Arts. (\$1M / 1998)** Miscellaneous repairs and improvements throughout this educational facility were performed during the occupancy of this school with no impact on the life, life safety, and educational quality of the student body, completed on time and under budget.
- **US GSA – DEA Offices / West Palm Beach, FL (\$3M / 2004)**
- **USDA - Everglades Farmworkers Village – Phases I through IV (\$120M / 1992-current)**
- **MDOT - Rapid Transit Transportation NW 27th Ave (\$70M / 1998)**
- **U.S. Army Corps of Engineers – Picayune Strand, Everglades Restoration Pump Stations. (\$280M / 2012-2015)**

The **Chisholm team's** objective is to minimize total costs (construction + life cycle), reduce construction time, make the project easier to construct, and ensure safe operations and environmental/ecological goals. Our team seeks the optimum blend of scheduling, performance, constructability, maintainability, environmental awareness, safety, and cost consciousness. As well as a management technique that uses a systematized approach to seek out the best functional balance between the cost, reliability, and performance of the project.

Creative design ideas that change aspects of the proposed project design to accomplish a design, financial, or schedule improvement without changing or diminishing the program plan. Clear and informative construction documents provide for a minimum or no change orders. Our process incorporates the values of the major stakeholders. These generally include the Designer, Construction Engineer, contractor, state and federal approval agencies, local agencies, and the public.

The Chisholm in-house Team is composed of experienced professionals in architectural design, construction, and project management.

Every aspect of the creative process has been carefully evaluated to provide empirical research, the most efficient and best possible product, and the methodology of delivery and quality of the end product for use, maintenance, and longevity.

The approach to any and all projects is the standard but enhanced (through documentation) Design and Construction industry approach. The foundation for this approach to the practice of architecture is sound and has proven to be effective. The success is based on maintaining discipline and executing the scheduled procedures and deliverables as outlined in the QA/QC procedures which include (16) sections / SD, (31) sections / DD, and (31) sections / CDs for a comprehensive process to achieve accuracy and excellence in the project documentation.

BUDGET METHODS AND PROCEDURES

The following **BUDGET METHODS AND PROCEDURES** describe the experience and systems provided by The Chisholm Team. With our wide diversity of projects and experience gained, **REC** has developed a database of cost information that has allowed us to generate in-house budget cost estimates on all our projects. Depending on project type, size and complexity, and phase of development, our staff utilizes the following estimating systems based on information in our estimating database:

- Dollar per square foot estimating to establish general budgetary parameters during initial planning and design stages.
- Line-Item dollar-per-square-foot estimating by CSI construction divisions for general building systems and materials costing.
- Quantity take-off and unit price estimating by CSI construction sub-division breakdown.
- Use of RS Means estimating cost data.
- Verification with local construction industry representatives, such as architects, engineers, general contractors, developers, manufacturers, sub-contractors, and suppliers.

Over the years, the above-described system has proved effective in accurately reflecting the estimated cost of any construction project. A key to this system is constant monitoring at all phases of the project and constantly verifying and re-verifying that the information in our database is current.

Chisholm Architects certifies, if selected, that we shall accept and agree to the time and budgetary limitations and requirements of tasks specifics.

FIRM'S CURRENT WORKLOAD AND CAPACITY

Chisholm Architects and all Key personnel are readily available and are currently staffed to meet the project needs of the City of Fort Lauderdale. Our team is capable to perform any additional work associated with a contract resulting from this RFQ within the required time frame (*refer to Approach & Methodology*).

CURRENT AND PROJECTED WORKLOAD	CURRENT PHASE	PROJECTED START OR COMPLETION
DESIGN		
Belen Sports Complex – Phase II Institutional	Construction Documents	Construction Start August 2023
City of Miramar – Pickleball Courts Transit Station	Construction Documents	Construction Start October 2023
City of Miami - Douglas Park Community Center Parks and Recreation	Construction Documents	Construction Start September 2023
MD-PROS - Kayak Launch (Multiple Locations) Parks and Recreation	Pre-Design	Construction Start November 2024
Flamingo Park Childcare Center Parks and Recreation	Construction Documents	Construction Start November 2023
Miami Beach Housing Authority – (4) Unit Rehab Affordable Housing	Schematic Design	Construction Start November 2023
PERMITTING		
GNP – Animal Clinic Medical	Permitting	Construction Start August 2023
AMO Residence Custom Residential	Permitting	Construction Start August 2023
BIDDING		
Golden Gate Phase I Multi-Family Housing	Bidding	Construction Start December 2023
CONSTRUCTION		
HB Residence Custom Residential	Construction	Construction Completion October 2023
RC Residence Custom Residential	Construction	Construction Completion September 2023
JJR Residence Custom Residential	Construction	Construction Completion September 2023
City of Miami – Antonio Maceo Park Parks and Recreation	Construction	Construction Completion August 2023
Belen Sports Complex – Phase I Institutional	Construction	Construction Completion November 2023
UPCOMING		
Brightline (2) Commuter Rail Stations Transit	On hold	TBD
Golden Gate Phase II Elderly Housing	On hold	TBD
Princeton Landings Multi-Family Residential	Construction	Construction Completion November 2024



4

WORK EXPERIENCE

VILLAGE OF NORTH PALM BEACH
REQUEST FOR PROPOSALS
GENERAL PLANNING SERVICES



7/31/2023

CHISHOLM

architects

STATE AND FEDERAL



EVERGLADES FARMWORKERS VILLAGE (PHASE V AND VI ONGOING)

Near Everglades National Park, 1112-acre project consists of 498 units of single, duplex, and multi-unit housing, retail complex, school, daycare, church, admin and social services buildings and transportation depot. Residential areas are divided into neighborhoods with their own laundry buildings, extensive landscaping, playgrounds, parks, and active open spaces. A community for 3,000 people including low and medium density housing. **Cinco de Mayo Park**: a 10-acre park includes baseball, soccer and football fields, track, walking, recreation building, restrooms, and fitness stations. *Phase I-IV Complete, Phase V & VI Currently Ongoing (2021).*

- Largest project in the history of the U.S. Department of Agriculture, Farmers Home Administration.
- Honored with a National Design award in 1998 from Fannie Mae Foundation in Washington D.C.
- Chisholm Architects is still the AOR for Everglades Community Association since 1992.

Construction Cost: \$160M +/-

Project Owner: USDA / Rural Neighborhoods: Mr. Steven Kirk, (305)242-2142, kirknet@yahoo.com

MUNICIPALITIES / COUNTIES

MIAMI DADE COUNTY



MDPROS FATHER GERARD JEAN-JUSTE COMMUNITY CENTER (2019)

Design Criteria Professionals for a new 20,000 SF Community Center., multi-purpose spaces, Banquet Hall, Fitness center, Aquatic area/outdoor, 25-meter lap pool, Locker and changing room facilities, administrative offices, and Arts and Crafts spaces. **Selected through continuing contract (2013).**

- Designated **official park facility prototype** for Miami Dade County Parks, Recreation, and Open Spaces.
- South Florida Business Journals "**Best Green Project**" Finalist.
- Project was **LEED Gold certified** by the U.S. Green Building Council, (Matthew Polak, AIA, LEED AP).

Construction Cost: \$9.8M

Project Owner: Miami-Dade Parks & Rec. Mr. Angel Trujillo, (305)755-7972, angel.trujillo@miamidade.gov



DTPW GOVERNMENT CENTER METRO RAIL STATION (ONGOING)

Design Criteria Professional for improvements and Retrofit of the Government Center Metro Rail Station to include but not limited to Station upgrades and more. **Selected through continuing contract with Miami Dade County EDP (2020).**

Construction Cost: \$8M.

Project Owner: Miami-Dade Dept. of Transit & Public Works. Ms. Isabel Padron, (786)469-5575, Isabel.padron@miamidade.gov

OTHER PROJECTS:

Canoe and Kayak Launch / Sites at Five Marinas (ONGOING) *Selected through continuing contract.*

CITY OF MIAMI



DOUGLAS PARK COMMUNITY CENTER (ONGOING)

(Designed for Sea-Level Rise) This community facility is the entry and focal point of Douglas Park, it will be constructed in an environmentally sensitive area (Contaminated) and on structural piles, it will consist of multi-purpose spaces, administrative offices, Snack bar / kitchen, public restrooms, Park maintenance storage space, Classroom and crafts spaces, City of Miami NET office and multi-purpose outdoor courtyard. **Selected through continuing contract (2015).**

Construction Cost: \$9M

Project Owner: City of Miami: Mr. Esteban Rubiano, PM, (305)416-1211, erubiano@miamigov.com



VIRGINIA KEY MARITIME CENTER / DCP (ON HOLD)

(Designed for Sea-Level Rise.) Design Criteria Professionals for a new (3) story, plus roof top 30,000sf multi-purpose facility that includes: Restaurant, Exhibition space, Visitor center, administrative offices for (MMS) The Miami Marine Stadium., Dockmaster offices. Plus, the talent facility for any Miami Marine Stadium events. **Selected through continuing contract (2015).**

Construction Cost: \$10M

Project Owner: City of Miami: Mr. Carlos Lozano, PM, (305)416-1247, clozano@miamigov.com



SHENANDOAH PARK (2011)

Shenandoah Park Recreation Building Improvements: Design, Construction Documents and Construction Administration of phased renovation of the expansion of the existing recreation building at Shenandoah Park. **Shenandoah Park Parking Area and General Park Improvements:** Design, Construction Documentation and Construction Administration for improvements to existing parking area and drives, replacement of tennis court fencing, installation of parking barriers along streetscape and installation of new drainage system throughout park to repair flooding issues. **Shenandoah Park Child Care Facility:** Design and Contract Documents for a new 6,500sf Pre-K/childcare facility. **Shenandoah Park Temporary Fire Station:** Design, Construction Documentation, and Construction Administration for the neighborhood temporary fire station. **Shenandoah Park Pool Improvements:** Design, Construction Documentation, and Construction Administration for the improvements to existing pool facility including ADA upgrades and new pool heater.

Construction Cost: \$2M

Project Owner: City of Miami: Mr. Andre Bryan, (305)416-1211, abryan@miamigov.com

CITY OF MIAMI OTHER PROJECTS:

Spring Garden Point Park (ONGOING) Selected through continuing contract.
 Commissioner King Offices Renovations (ONGOING) Selected through continuing contract.
 Commissioner Diaz de La Portilla Office Renovations (ONGOING) Selected through continuing contract.
 David Herring Facility – 40 Year recertification (Completed 2021) Selected through continuing contract.
 Lawrence and Riverview Pump Stations (Completed 2017) Selected through continuing contract.
 Miami Police Station ADA and Feasibility Study (Feasibility Report Completed) Selected through continuing contract.
 Continuing Contract (2015-CURRENT) and again in (2022)

CITY OF TAMARAC



PUBLIC SERVICE COMPLEX (2009)

Design/Build project, Hurricane Hardened Public Services Building is a one story, 20,000sf office/warehouse with (131) parking spaces surface parking lot, maintenance yard and hazardous materials building which includes 12,000sf of admin. offices with workstations, conference, and training rooms, plans storage, public restrooms, lunchroom, and city's centralized IT room. 8,000sf of forklift accessible warehouse and shop spaces with a 3,000sf secured warehouse, mechanical shop, electrical shop, manager, and supervisor offices. Men's lockers for up to (80) employees, female lockers for up to (10) employees, private showers and restrooms, and air-conditioned secured storage.

Construction Cost: \$5M

Project Owner: City of Tamarac, Mr. Dibb Machuca, (954)597-3570, dibb.machuca@tamarac.org



SPORTS COMPLEX (2010)

Design/Build project, three new baseball fields with dugouts and bleachers, Batting cage with artificial turf, Sports field lighting, 5,000 SF concession building with second floor viewing area, Kitchen, Elevator, two new parking lots, resurfacing of existing lots, new playground with pavilion and safety surface, Fishing pier, Kiosk, Outdoor hockey rink, Exercise trail, Walking path and concrete paving on a 15-acre site.

Construction Cost: \$6M

Project Owner: City of Tamarac, Mr. Dibb Machuca, (954)597-3570, dibb.machuca@tamarac.org



MAINLANDS PARK (2008)

Design/Build Project of approximately (23) acres of land with bisecting canal and existing boat ramps with a new design that includes: Walking trail, Fitness stations throughout, Nature kiosk, Fishing pier/observation platform, covered picnic tables, shaded benches throughout, public restroom building with storage, Landscaping, and Parking lot.

Construction Cost: \$2.5M

Project Owner: City of Tamarac, Mr. Dibb Machuca, (954)597-3570, dibb.machuca@tamarac.org



TAMARAC PARK - RECREATION AND COMMUNITY CENTER (2010)

Design/Build project demolished the existing 10,000SF building and replaced it with a new 15,200 SF, two-story, precast hollow core slab, metal truss, metal roofed community center. As well as the installation of new dugouts and bleachers at the existing ball fields, new CCTV system and the reconfiguration of existing parking lots for proper circulation and positive drainage. The building also included an Instructional Kitchen, Game Room, Offices, Meeting rooms, Arts & crafts rooms, Concession stand / building and public restrooms.

Construction Cost: \$4M

Project Owner: City of Tamarac, Mr. Dibb Machuca, (954)597-3570, dibb.machuca@tamarac.org

CITY OF CORAL GABLES

VENETIAN POOL RENOVATIONS (ONGOING)

Chisholm Architects was selected to conduct evaluations of specific issues relative to the existing architectural and structural systems of the Pool, Towers, and Pool Vessel at the Historic Venetian Pool in the City of Coral Gables as well as retrofit the café / concessions facility as well. *Selected through continuing contract and again for Preservation A&E Svcs. (2022).*

Construction Cost: \$1M.

Project Owner: City of Coral Gables, Mr. Jean Solari, (305)460-5053, jsolari@coralgables.com



CITY OF SOUTH MIAMI



PALMER PARK (2015)

A&E Services for the complete retrofit and renovation of Palmer Park stadium concession facilities.

Construction Cost: \$500k

Project Owner: City of South Miami Parks & Rec., (305)668-3867



- Miami-Dade County Parks, Recreation and Open Spaces**
 Mr. Angel Trujillo
 Design Section Head / Project Management Division
 275 NW 2nd Street, 4th Floor, Miami, Florida 33128
 (305)755-7972, angel.trujillo@miamidadegov
 TOTAL COST: \$9.8M

FATHER GERARD JEAN-JUSTE COMMUNITY CENTER (2016-2019)
 690 NE 159th St, Miami, FL 33162

Design Criteria Professional including programming, design, and design criteria package for a new 20,000 SF multi-purpose facility. This included site planning and architecture for building and pool and aquatic facilities. The community center features a Banquet Hall, Multi-purpose rooms, fitness center, as well as an aquatic area with a 25-meter lap pool, splash park, lockers, restrooms, and changing room facilities.

 - Designated official park facility prototype for Miami Dade County Parks, Rec. & Open Spaces.
 - South Florida Business Journals **Best Green Project Finalist**.
 - This project was **LEED Gold certified** by the U.S. Green Building Council. (M. Polak, AIA, LEED AP).
 - **Principal in Charge:** Robert E. Chisholm, FAIA, NCARB
 (305-542-9233) / bob@chisholmarchitects.com
 - **Project Director:** Matthew Polak AIA LEED AP
 (305-542-9235) / mpolak@chisholmarchitects.com



- Everglades Community Association**
 Mr. Steven Kirk, President
 19308 SW 380th St. Florida City, FL 33034
 (305)242-2142, kirknet@yahoo.com
 TOTAL COST: \$160M

EVERGLADES FARMWORKERS VILLAGE + CINCO DE MAYO PARK (1992-PRESENT)
 19308 SW 380th St, Homestead, FL 33034

Near Everglades National Park, this 112-acre project consists of 536 units of single, duplex and multi-unit housing plus retail complex, school, childcare center, church, administrative and social services buildings and transportation depot. The units are designed to allow full cross ventilation for the sub-tropical Florida climate. Residential areas are divided into neighborhoods with their own laundry buildings, extensive landscaping, playgrounds, parks and active open spaces. A community for 3,000 people including low and medium density housing, it also includes Cinco de Mayo Park which consists of a new 10-acre park with baseball, soccer and football fields, track, walking, recreation building, restrooms and fitness stations.

 - This is the **largest project in the history of the U.S. Department of Agriculture, Farmers Home Administration**.
 - This Project was honored with a **National Design Award in 1998** from the Fannie Mae Foundation in Washington D.C.
 - Phase I-V (COMPLETED), Phase VI & VII (ONGOING)
 - **Principal in Charge:** Robert E. Chisholm, FAIA, NCARB
 (305-542-9233) / bob@chisholmarchitects.com
 - **Project Director:** Matthew Polak AIA LEED AP
 (305-542-9235) / mpolak@chisholmarchitects.com



- City of Miami**
 Mr. Esteban Rubiano
 444 S.W. 2nd Avenue, 8th Flr, Miami, FL 33130
 (305)416-1211, erubiano@miamigov.com
 TOTAL COST: \$3M

DOUGLAS PARK COMMUNITY CENTER (2016-ONGOING)
 2755 SW 37th Ave, Coconut Grove, FL 33133

This 15,000sf facility will be the entry and focal point of Douglas Park, constructed in an environmentally sensitive area (Contaminated) and on structural piles, it will consist of a one-story community center that will include: multi-purpose spaces, administrative offices, Snack bar / kitchen, Public restrooms, Park maintenance storage space, Classrooms and crafts spaces, City of Miami NET office and a Multi-purpose outdoor courtyard.

 - *Miscellaneous Architectural Services Continuing Contract RFQ #12-13-024*
 - **Principal in Charge:** Robert E. Chisholm, FAIA, NCARB
 (305-542-9233) / bob@chisholmarchitects.com
 - **Project Director:** Matthew Polak AIA LEED AP
 (305-542-9235) / mpolak@chisholmarchitects.com



- City of Tamarac**
 Mr. Dibb Machuca
 (954) 597-3570, dibb_machuca@tamarac.org
 7525 NW 88th Avenue, Tamarac, FL 33321
 TOTAL COST: \$4M

TAMARAC PARK RECREATION AND COMMUNITY CENTER (2009-2010)
 7501 N University Dr, Tamarac, FL 33321

Tamarac Park Recreation Building was completed as a Design/Build project for the City of Tamarac. Demolished the existing 10,000sf building and replaced it with a 15,200sf, Two-Story, Precast Hollow Core Slab, Metal Truss, Metal Roofed Community center as well as the installation of new dugouts and bleachers at the existing ball fields, New CCTV systems and the reconfiguration of existing parking lots for proper circulation and positive drainage, included: Instructional Kitchen, Game Room, Offices, Meeting Rooms, Arts & Craft Rooms, Concession Stand / Building, Public Restrooms.

 - **Principal in Charge:** Robert E. Chisholm, FAIA, NCARB
 (305-542-9233) / bob@chisholmarchitects.com
 - **Project Director:** Matthew Polak AIA LEED AP
 (305-542-9235) / mpolak@chisholmarchitects.com



- Miami-Dade County**
 Ms. Isabel Padron
 111 NW 1st ST, MIAMI, FL 33132
 (786)469-5260, isabel.padron@miamidadegov
 TOTAL COST: \$8M

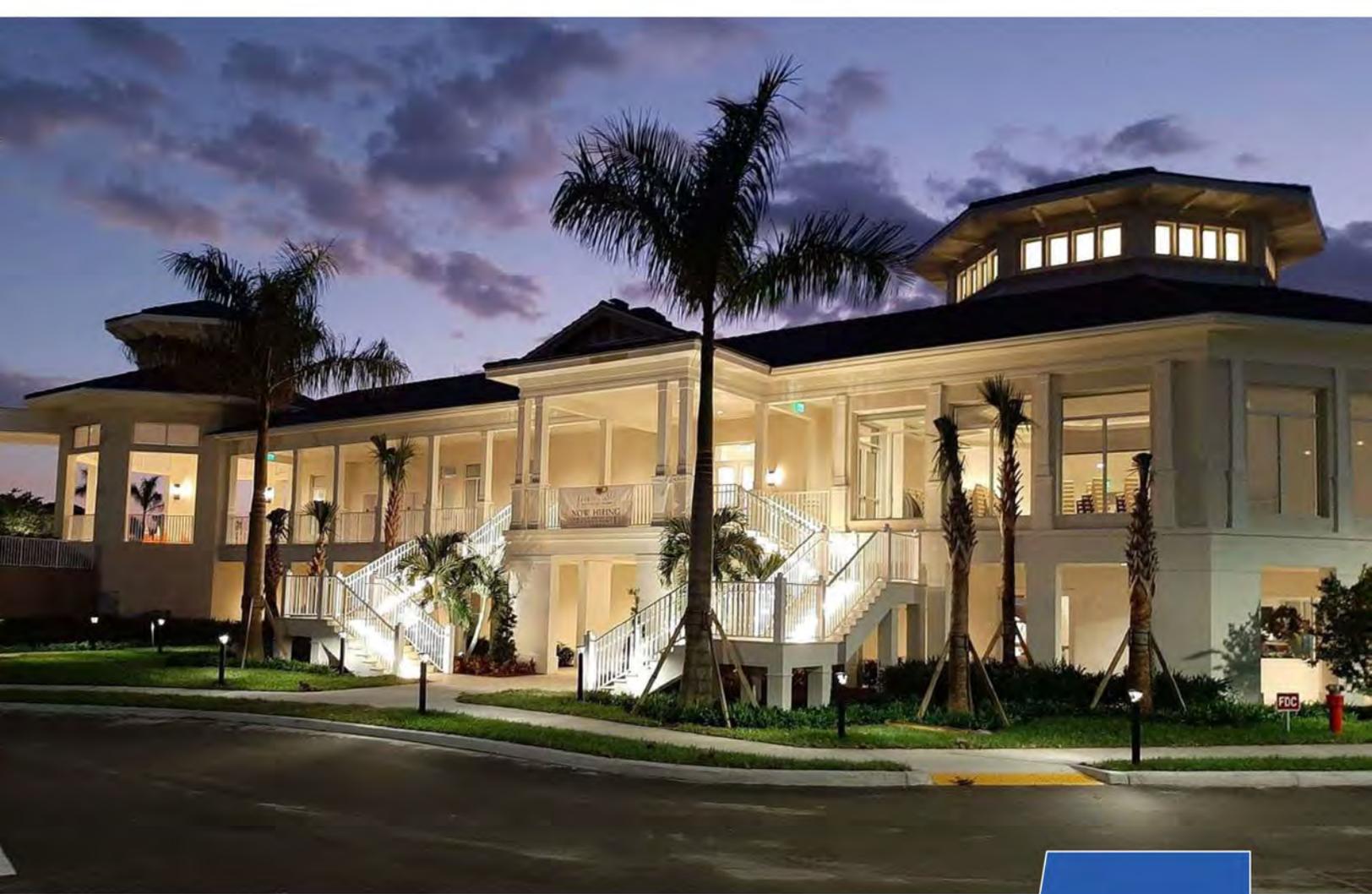
GOVERNMENT CENTER METRO RAIL STATION (2019-ONGOING)
 111 NW 1st St, Miami, FL 33132

Design Criteria Professional for improvements and refurbishment of the Miami Dade County Government Center Metro Rail Station: to include but not limited to Station lighting upgrades, replacement of the metal ceiling slats, replacement of doors/louvers, removal of ADA barriers, replacement/repair of the emergency stairs, replacement of handrails, upgrade way-finding signage, landscape improvements, drainage improvements, industrial cleaning, pressure cleaning, painting, and concrete/stucco repairs.

 - **Principal in Charge:** Robert E. Chisholm, FAIA, NCARB
 (305-542-9233) / bob@chisholmarchitects.com
 - **Project Director:** Matthew Polak AIA LEED AP
 (305-542-9235) / mpolak@chisholmarchitects.com
 - Chisholm Architects has had various continuing contracts with Miami Dade County:

1. Miami-Dade County Public Schools (up to \$4M)	(2022—Pres)
2. Miami-Dade County Public Schools (up to \$2M)	(2013—Pres)
3. Miami-Dade County EDP	(2013—Pres)
4. Miami International Airport	(1992—2005), (2017—Pres)
5. Miami-Dade County Parks, Rec. & OS	(2001—Pres)
6. Miami-Dade County HUD	(1983—1989)





5

KEY STAFF EXPERIENCE AND QUALIFICATIONS



CHISHOLM ARCHITECTS TEAM ORGANIZATIONAL CHART



CHISHOLM

architects

ARCHITECTURE, ARCHITECTURAL CONSTRUCTION MANAGEMENT,
LEED, INTERIOR DESIGN, ADA TITLE II CONSULTANT

RE CHISHOLM ARCHITECTS, INC. (PRIME)

Robert E. Chisholm, FAIA, NCARB
Principal in Charge / Project Architect

Matthew Polak, AIA, LEED AP
President / Project Director



**MEP ENGINEERING
HAMMOND & ASSOCIATES**

Nathaniel Hammond, PE
President

Stephen Farquharson, LEED AP
Electrical Lead

John Cumper, PE
Project Manager / Mechanical Engineer

**STRUCTURAL ENGINEERING
BLISS & NYITRAY, INC.**

Paul A. Zilio, PE
Senior Principal / Partner

Lazaro Alfonso, PE, SE
Principal



**CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE
KEITH & ASSOCIATES**

Jorge Valle-Pellot, PE
Senior Civil Engineer

Niles Warrick, PE, CFM, ENV SP
Project Manager

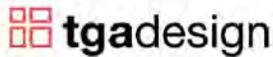
Michael Philips, PLA, ASLA, ISA
Senior Landscape Architect

Christopher Philips, PLA, ASLA
Senior Landscape Architect

**LEED & COMMISSIONING
SPINNAKER GROUP**

Jonathan Burgess
Principal

Rafael Sánchez
Director of Sustainability



**GRAPHIC DESIGN
TGA DESIGN**

Tom Graboski
Principal in Charge

Geoff Rogers
Proj. Manager / Sr. Designer

Keith Oliver
Proj. Manager / Sr. Designer

Rachel Ledesma
Designer

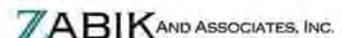
**COST ESTIMATING
PROGRAM CONTROLS INC.**

Dante Alvarez, CGC
Senior Cost Estimator



**ECONOMIC DEVELOPMENT
PLANNING & RESEARCH
ZABIK & ASSOCIATES**

Lawrence Zabik
Partner



CHISHOLM

architects

TEAM AVAILABILITY

STAFF	ROLE	COMPANY	AVAILABILITY
Robert E. Chisholm, FAIA, NCARB	Principal in Charge - Design / Project Manager	R.E. Chisholm Architects, Inc.	70%
Matthew Polak, AIA, LEED AP	Assistant Project Manager - Architecture	R.E. Chisholm Architects, Inc.	65%
Nathaniel Hammond, PE	President	Hammond & Associates	65%
Stephen Farquharson, LEED AP	Electrical Lead	Hammond & Associates	70%
John Cumper, PE	Project Manager / Mechanical Engineer	Hammond & Associates	65%
Paul Zilio, PE	Senior Principal / Partner	Bliss & Nytray, Inc.	60%
Lazaro Alfonso, PE, SE	Principal	Bliss & Nytray, Inc.	75%
Jorge Valle-Pollot, PE	Senior Civil Engineer	Keith & Associates	70%
Niles Warrick, PE, CFM, ENV SP	Project Manager	Keith & Associates	75%
Micheal Phillips, PLA, ASLA, ISA	Senior Landscape Architect	Keith & Associates	70%
Christopher Phillips, PLA, ASLA	Senior Landscape Architect	Keith & Associates	70%
Jonathan Burgess	Principal	Spinnaker Group a Division of SOCOTEC	10%
Rafael Sánchez	Director of Sustainability	Spinnaker Group a Division of SOCOTEC	35%
Tom Graboski	Principal in Charge	TGA Design	25%
Geoff Rogers	Project Manager - Senior Designer	TGA Design	35%
Keith Oliver	Project Manager - Senior Designer	TGA Design	35%
Rachel Ledesma	Designer	TGA Design	30%
Dante Alvarez, CGC	Senior Cost Estimator	Program Controls Inc	20%
Lawrence Zabik	Partner	Zabik & Associates	10%



EDUCATION

Master's Degree / Urban Design
University of Miami 1977

B.S. / Architecture
University of Florida 1973

PROFESSIONAL REGISTRATION

State of Florida #AR-0007442
State of Florida #ID-0003684

AWARDS

- Design for Park West National Urban Design
2022
Philanthropist Award - South FL Hispanic Chamber
of Commerce Hispanic Leadership Awards
AIA Miami Hall of Fame
- 2020
US Green Building Council - Oak Grove Community
Center - Finalist for Innovative Project of the Year
- 2019
Greater Miami Chamber of Commerce
Architectural Firm of the year
- 2017
Excellence in Construction - ABAE Hotel
Cuesta Construction / Chisholm Architects
- 2016
Platinum Award: Princeton Groves Apts.
AHS Residential / Chisholm Architects
Architect and Architectural Firm of the Year
South FL Hispanic Chamber of Commerce
- 2010
Community Partnership for the Homeless
Robert E. Chisholm, FAIA Service Award
- 2008
Ronald McDonald House, Twelve Good Men Award
- 2007
AIA Silver Medal Award Architectural
Excellence and Leadership
- 2006
March of Dimes Award, Excellence in Architecture
Alvah H. Chapman Jr., Humanitarian of the year
- 2005
AIA Silver Medal Award for Architectural Excellence
and Leadership & AIA Government Service Award
- 2004
AIA / Charles W. Clary Award
- 2001
Pontifical Medal by the Vatican
and the Archdiocese of Miami
- 1998
National Maxwell Award of Excellence for
Design from the Fannie Mae Foundation
- 1995
AIA / Award of Excellence in Design
- 1992
National Design Award for Miami Beach Art Deco
District Historic Preservation Master Plan

PROFESSIONAL EXPERIENCE

Mr. Robert E. Chisholm, FAIA, NCARB, was formerly a member of the Metro Dade County Manager's Office in the Office of Community and Economic Development (OCED) during the 1970's. Mr. Chisholm was **lead principal planner** in charge of planning and implementation of capital improvement projects in several urban neighborhoods. He dealt directly with members of the Federal, State, County and City governments in planning, funding, and implementation of projects. Mr. Chisholm was in charge of ADA during his tenure as part of Miami Dade County Managers office for libraries, parks, and public bldgs in the 1970's.

Since the early 1980's, Mr. Chisholm has been involved in numerous architectural and urban design projects including mixed use, multi-family residential, public-school design, rapid transit stations, state laboratories, parks, recreational facilities, university facilities, school facilities, surgical centers, commercial centers, theater, and airport facilities; many of the projects have received design award recognition.

PROJECT EXPERIENCE

CITY OF CORAL GABLES

- Venetian Pool and Café Renovations
- *Continuing Contract - Misc. A&E (2019 - Present)*
- *Continuing Contract - Misc. Preservation A&E (2022 - Present)*

CITY OF MIAMI

- Miami City Cemetery Facilities
- Spring Garden Point Park
- Douglas Park Community Center
- David T. Kennedy Park Facilities
- Virginia Key Maritime Center
- Shenandoah Park
- Antonio Maceo Park Facilities
- Margaret Pace Park
- David Herring Facility
- Commissioner Diaz De La Portilla Office Renovations
- Commissioner King Office Renovations
- Lawrence and Riverview Pump Stations
- Miami Police Station ADA and Feasibility Study
- *2 Continuing Contract (2015 - Pres., 2022 - Present)*

CITY OF MIAMI BEACH

- Flamingo Park Childcare
- Flamingo Park Youth Center
- South Beach Art Deco District Historic Preservation Master Plan
- *Continuing Contract (2020 - Present)*

MIAMI DADE COUNTY

- Government Center Metro Rail Station Retrofit
- *Continuing Contract (2013 - Present)*

MIAMI DADE COUNTY PARKS, RECREATION AND OPEN SPACES

- Canoe and Kayak Launch / Sites at Five Marinas
- Father Gerard Jean-Juste Community Center, Oak Grove Park
- Southridge Park Stadium
- *Continuing Contract (2001 - Present)*

MIAMI-DADE COUNTY PUBLIC SCHOOLS

- William A. Chapman Historical House
- Miami Lakes Educational Center
- North Glade Elementary Renovations
- Rainbow Park Elementary Renovations
- Lake Stevens Elementary Renovations
- Sunset Park Elementary Renovations
- Florida City Elementary Renovations
- Fairlawn Elementary Renovations
- Coral Park Elementary Renovations
- *Continuing Contract (2013 - Pres, 2022 - Present)*

MIAMI-DADE COLLEGE

- Homestead Campus
- Kendall Campus Data Center
- Kendall Campus Registrar's Office
- New World School of the Arts Upgrades
- *Continuing Contract (2017 - Present)*

CITY OF TAMARAC

- Public Service Complex
- Tamarac Sports Complex
- Tamarac Park Recreation Building
- Mainlands Park
- Recreation and Community Center

CITY OF MIRAMAR

- Silver Lakes Park Pickleball Courts

CITY OF SOUTH MIAMI

- Palmer Park Facilities
- *Continuing Contract (2014 - Pres.)*

STATE AND FEDERAL

- USDA / ECA Everglades Farmworkers Village, Florida City, FL
- US Army Corps of Eng. - Picayune Strand Pump Stations Everglades Restoration
- US GSA / US DEA - Ice Facility, West Palm Beach, FL



EDUCATION

B.S. Architecture
University of Miami
1988

PROFESSIONAL REGISTRATION

State of Florida
#AR92343

AFFILIATIONS

American Institute of Architects
(AIA)

American Society for Healthcare Engineering
(ASHE)

US Green Building Council
LEED Accredited Professional

Rural Neighborhoods
Board of Directors

Everglades Housing Group
Board of Directors

PROFESSIONAL EXPERIENCE

Mr. Polak has over 35 years of experience and has served as a Project Manager and Project Director for programming, planning, design, construction documents, and construction administration for a variety of mixed use and similar projects in both the public and private sector, including new construction, renovations, additions and conversions including housing developments, multi-purpose facilities, office buildings, institutional facilities, historic structures, airports, restaurants, banks, hotels, and medical facilities. In keeping with the core value of the firm, Mr. Polak as Project Director, is involved in all phases of the project's development and acts as the Owner's direct contact throughout the entire project.

As Project Director, Mr. Polak has overseen the technical direction of the projects for programming, planning, design, construction documents and construction administration for a variety of projects keeping with the core value of the firm. He is also in direct contact with the client and will ensure the project goals are understood and implemented within our firm and the team.

PROJECT EXPERIENCE

CITY OF CORAL GABLES

- Venetian Pool and Café Renovations
- *Continuing Contract - Misc. A&E (2019 - Present)*
- *Continuing Contract - Misc. Preservation A&E (2022 - Present)*

CITY OF MIAMI

- Miami City Cemetery Facilities
- Spring Garden Point Park
- Douglas Park Community Center
- David T. Kennedy Park Facilities
- Virginia Key Maritime Center
- Shenandoah Park
- Antonio Maceo Park Facilities
- Margaret Pace Park
- David Herring Facility
- Commissioner Diaz De La Portilla Office Renovations
- Commissioner King Office Renovations
- Lawrence and Riverview Pump Stations
- Miami Police Station ADA and Feasibility Study
- *2 Continuing Contract (2015 - Pres., 2022 - Present)*

CITY OF MIAMI BEACH

- Flamingo Park Childcare
- Flamingo Park Youth Center
- South Beach Art Deco District Historic Preservation Master Plan
- *Continuing Contract (2020 - Present)*

MIAMI DADE COUNTY

- Government Center Metro Rail Station Retrofit
- *Continuing Contract (2013 - Present)*

MIAMI DADE COUNTY PARKS, RECREATION AND OPEN SPACES

- Canoe and Kayak Launch / Sites at Five Marinas
- Father Gerard Jean-Juste Community Center, Oak Grove Park
- Southridge Park Stadium
- *Continuing Contract (2001 - Present)*

MIAMI-DADE COUNTY PUBLIC SCHOOLS

- William A. Chapman Historical House
- Miami Lakes Educational Center
- North Glade Elementary Renovations
- Rainbow Park Elementary Renovations
- Lake Stevens Elementary Renovations
- Sunset Park Elementary Renovations
- Florida City Elementary Renovations
- Fairlawn Elementary Renovations
- Coral Park Elementary Renovations
- *Continuing Contract (2013 - Pres, 2022 - Present)*

MIAMI-DADE COLLEGE

- Homestead Campus
- Kendall Campus Data Center
- Kendall Campus Registrar's Office
- New World School of the Arts Upgrades
- *Continuing Contract (2017 - Present)*

CITY OF TAMARAC

- Public Service Complex
- Tamarac Sports Complex
- Tamarac Park Recreation Building
- Mainlands Park
- Recreation and Community Center

CITY OF MIRAMAR

- Silver Lakes Park Pickleball Courts

CITY OF SOUTH MIAMI

- Palmer Park Facilities
- *Continuing Contract (2014 - Pres.)*

STATE AND FEDERAL

- USDA / ECA Everglades Farmworkers Village, Florida City, FL
- US Army Corps of Eng. - Picayune Strand Pump Stations Everglades Restoration
- US GSA / US DEA - Ice Facility, West Palm Beach, FL





STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ARCHITECTURE & INTERIOR DESIGN
 THE ARCHITECT HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES



CHISHOLM, ROBERT E
 R.E. CHISHOLM ARCHITECTS, INC.
 782 NW 42ND AVE SUITE #450
 MIAMI, FL 33126

LICENSE NUMBER: AR0007442
EXPIRATION DATE: FEBRUARY 28, 2025
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Architect #AR0007442

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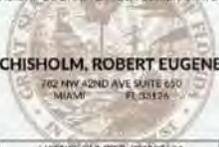
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CHISHOLM, ROBERT EUGENE
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State of Florida
Minority Business Certification

R.E. Chisholm Architects, Inc.

Is certified under the provisions of 387 and 205.167, Florida Statutes, for a period from April 27, 2021 to April 27, 2023



J. Kelly
 Florida Department of Management Services

Office of General Services
 401 East Washington Street
 Tallahassee, FL 32304
 (904) 487-1000
 www.dms.state.fl.us

State of Florida
Department of State

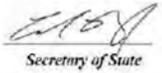
I certify from the records of this office that R.E. CHISHOLM ARCHITECTS, INC. is a corporation organized under the laws of the State of Florida, filed on April 28, 1989, effective May 1, 1989.

The document number of this corporation is K83992.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 11, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Eleventh day of January, 2023

Secretary of State

Tracking Number: 16232569CC

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Florida Department of Transportation

RON DESANTIS GOVERNOR

JARED W. FERRELL, P.E. SECRETARY

January 19, 2023

Robert Chisholm, Chairman/CEO
 R.E. CHISHOLM ARCHITECTS, INC.
 782 NW 42nd Avenue, Suite 650
 Miami, Florida 33126

Dear Mr. Chisholm:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

Group 14 - Architect

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. Your firm may pursue projects in the referenced work types with fees estimated at less than \$500,000.00. This status shall be valid until January 19, 2024.

*Limit for FDOT projects only

Should you have any questions, please feel free to contact me by email at carlyayn.kell@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,

 Carlyayn Kell
 Professional Services
 Qualification Administrator



NATHANIEL HAMMOND, PE

President

Nathan Hammond is the Managing Director for Hammond Engineering and a Mechanical Engineer. He has over 14 years of experience in business operation and project management. Nathan handles the daily operations of Hammond Engineering's Atlanta's Office and is responsible for the overall client satisfaction of all projects. Nate ensures all resources are made available to Hammond Engineering's clients. His main goal is to confirm that all designs are up to design criteria protocols, are delivered on time and within the contract's allotted budgets.



YEARS EXPERIENCE

17

YEARS WITH FIRM

4

EDUCATION

BS in Mechanical Engineering,
Florida State University, 2003

REGISTRATION

Florida Professional Engineer
#95448

Georgia Professional Engineer
#047450

AFFILIATION

National Fire Protection Association

RELEVANT EXPERIENCE

WEST LAKE PARK | DANIA BEACH, FL – West Lake Park (Ann Kolb Nature Center) located in Dania Beach, FL is 150-acres of coastal mangroves and home to some of Florida's native plants and animals. The project entailed construction of a five story observation tower, to nature trails, one of which is handicap accessible. An outdoor amphitheater and exhibit hall, administration buildings, boat house, guard house and assembly building. Our scope was to provide design services for the power and lighting of the exhibit gallery and the coordination of new utility service. As well as, air conditioning and Plumbing design to all of the areas within this facility. **Role:** Managing Director | Mechanical Engineer

CITY OF MIRAMAR POLICE DEPARTMENT | CITY OF MIRAMAR, FL – This facility is a three-story wrap around structure surrounding the Town Center Parking Garage. The first level of this 80,000 SF building consists of a pedestrian friendly retail area with an arch covered exterior sidewalk facing City Hall Promenade and the pedestrian/automobile entrance to the building. The second and third floor houses the City's Police Department including a sally port entry, holding areas, offices, conference rooms and investigative facilities. This secure building is designed to be bullet-proof inside and outside and withstand Category 5 hurricanes. Hammond & Associates provided Plumbing and Fire Protection for the project. **Role:** Managing Director | Mechanical Engineer.

CITY OF PLANTATION DEVELOPMENT SERVICES – BUILDING ADDITION | BROWARD COUNTY, FL – \$1.1M, 4,200 SF single story building addition that will house the Engineering Department consisting of 10 employees. Some of the spaces included in the addition is an entrance and front lobby area, public restrooms, employee work space, Employee restrooms, employee break area, and conference room. Hammond & Associates provided Mechanical, Electrical, Plumbing, and Fire Protections Engineering Services. **Role:** Principal | Mechanical Engineer.



STEPHEN FARQUHARSON, LEED AP

Electrical Lead

Stephen Farquharson is an Electrical Engineering Designer with over 14 years of Electrical Engineering Design and Construction Administration experience. He has served as lead Electrical engineer on many of Hammond's renovation projects. His expertise includes design of UPS, fire alarm, lightning protection, lighting, and power systems. Mr. Farquharson has provided Electrical design and construction management for various of Hammond's municipal, government, and county projects. He has the expertise in managing complex projects requiring LEED design including several LEED Silver projects.

YEARS EXPERIENCE

14

YEARS WITH FIRM

14

EDUCATION

BS in Electrical
Engineering Florida Atlantic
University, 2006

CERTIFICATIONS

LEED AP

RELEVANT EXPERIENCE

HARRIS FIELD PARK ATHLETIC FACILITY | HOMESTEAD, FL – Carty Architecture retained Hammond Engineering to provide Mechanical, Electrical and Plumbing for the design of the Harris Field Park Project in the City of Homestead, the fourth Orange Bowl Legacy Gift Project given to the South Florida Community. The project consisted of a new synthetic turf field designed for football and soccer, new video scoreboard and sound system, goal posts and nets, landscaping, and renovated restrooms, locker rooms and press box. Role: Electrical Design Engineer

MIRAMAR FIRE STATION #19 AND MULTI-USE SERVICE CENTER | CITY OF MIRAMAR, FL – The project consisted of providing engineering design services for the a new clinic and counseling facilities including 38,000 square feet multi-use Senior Center. The facility enclosed a two-story administrative office wing for staff and a Multi-use Senior Center that included class rooms, and multipurpose community meeting rooms. Hammond & Associates provided engineering services for the demolition of the existing City Hall and Fire Station Building. Role: Electrical Design Engineer

HOLLYWOOD CULTURAL & ART CENTER | HOLLYWOOD, FL – The Art and Culture Center/Hollywood, in partnership with the City of Hollywood, is currently engaged in the development phase for the construction of a new arts education building next to the Kagey Home facility at 1650 Harrison Street in downtown Hollywood. The 5,400-square-foot education space is being designed to house classrooms for dance, music, visual arts and new media, and will include an outdoor courtyard. More than just a building, it should be a civic place for social interaction, bringing people closer to art and each other, providing opportunities for new, immersive art experiences. Hammond Engineering is currently providing Engineering design services including the Mechanical, Electrical, Plumbing and Fire Protection Systems, for this Facility. Role: Electrical Designer



JOHN CUMPER, PE

Project Manager | Mechanical Engineer

John Cumper is a Senior Mechanical Engineer for Hammond Engineering, Inc.. He has over 33 years of experience in Project management consisting of meetings with project stakeholders at the schematic design phase to define scope of work and project schedules and ongoing communication with other members of the design team(civil engineer, structural engineer, life safety consultant) for project coordination. Technical responsibilities are preparation of design criteria and specifications; HVAC and plumbing design; supervision and coordination of design team from project inception to completion of construction and (4) construction administration including responses to RFI's and review of shop drawings and submittals.

RELEVANT EXPERIENCE

YEARS EXPERIENCE

33

YEARS WITH FIRM

1

EDUCATION

MS in Mechanical Engineering
Northeastern University, 1990

BS in Chemistry Engineering
University of Birmingham, England,
1979

REGISTRATIONS

Florida Professional Engineer
#53273

LAUDERHILL SPORTS COMPLEX | LAUDERHILL, FL – This community park is constructed on a 26 acre property. The recreational facility has lighted basketball courts, baseball field, cricket and soccer fields. The design elements include complete air conditioning services, sanitary and water piping systems for the building and the roof drains, as well as outdoor lighting and site lighting. Hammond & Associates also provided construction administration services for the project. **Role:** Mechanical Engineer.

MIRAMAR COMMUNITY & MULTI-PURPOSE CENTER | MIRAMAR, FL – New construction 38,000 SF state of the art senior center/community center. Environmentally responsible facility that includes classrooms, card and game rooms, and multipurpose community meeting rooms provide educational, recreational, and social opportunities. **Role:** Mechanical Engineer.

YOUNG AT ARTS MUSEUM AND LIBRARY | BROWARD COUNTY, FL – Through an extraordinary public/private partnership with Broward County, Young At Art Museum's 55,000 square-foot, Gold LEED-certified facility is an epicenter of social inventiveness for families. YAA was envisioned as the first art museum experience for children – nurturing the child from birth through teens and into adulthood – creating a no-fail, arts-based learning environment that will transform the way children embrace the arts, become tomorrow's patrons of the arts and develop into future advocates and supporters of the arts. **Role:** Mechanical Engineer.

CITY OF PLANTATION DEVELOPMENT SERVICES – BUILDING ADDITION | BROWARD COUNTY, FL – \$1.1M, 4,200 SF single story building addition that will house the Engineering Department consisting of 10 employees. Some of the spaces included in the addition is an entrance and front lobby area, public restrooms, employee work space, Employee restrooms, employee break area, and conference room. Hammond & Associates provided Mechanical, Electrical, Plumbing, and Fire Protections Engineering Services. **Role:** Principal | Mechanical Engineer.



PAUL A. ZILIO, PE

Senior Principal/Partner

Paul worked in a variety of roles for a major general contractor and became a Certified General Contractor prior to joining BNI. Since joining BNI, Paul has worked on a number of design-build projects and often served as Threshold Inspector. These experiences have given Paul a unique insight into partnering and the value of good and timely communication and have helped lead BNI to recommendations by a number of contractors.

Paul has designed a variety of structural systems, including cast-in-place concrete, composite precast concrete, tilt-up concrete, and structural steel. He works closely with designers and builders, regardless of delivery method, to make structural decisions that balance aesthetics, constructability, cost and schedule.

EDUCATION

Bachelor of Science in Civil Engineering
University of Michigan
April 1981
Major: Civil Engineering

PROFESSIONAL EXPERIENCE

Experience Prior to BNI: 5 years
With BNI since 1986

PROFESSIONAL REGISTRATIONS

Licensed Professional Engineer
- Florida

Certified Special Inspector -
Florida

PROFESSIONAL ASSOCIATIONS

American Institute of Steel
Construction

Florida Structural Engineering
Association

National Council of Examiners
for Engineering and Surveying

PROFESSIONAL REFERENCES

Marcel Marlotte - Wolfberg
Alvarrez
Craig Aguart - MC Harry &
Associates
Ana Alleguez - Alleguez
Architecture

Relevant Projects

Plantation Fire Station 1, Plantation, Florida

Plantation Fire Station 1 is a 15,550 SF two-story facility designed to replace the City of Plantation's oldest single-story fire station.

The new facility will accommodate increased staff occupancy and new operational needs. The construction of this state-of-the-art facility cannot disrupt the ongoing daily operations of the existing structure. In turn, a temporary facility will be constructed adjacent to the construction of this new facility. This fire station is designed to remain operational even in high category 5 hurricane winds.

2017 - 2021 - Project cost - \$6M BNI Fee: \$24,000

References Name: Cheri Pavlik - Vice President - Leo A Daly
CNPavlik@leoadaly.com - (561) 688-2111

*As subconsultant we have limited contact with owner (City of Plantation). Reference is architect and prime for BNI team.

Miami-Dade New Children's Courthouse, Miami, Florida

Palm Beach County Sheriff's Office Forensic Sciences and Technology Facility,
West Palm Beach, Florida

Broward County Forensic Science Center, Fort Lauderdale, Florida

City of Doral Public Works Maintenance Facility, Doral, Florida

City of Doral Police Facility Expansion, Doral, Florida

Broward County Judicial Complex, Fort Lauderdale, Florida

North County Government Center, West Palm Beach, Florida **(Design-Build)**

City of Hialeah Courthouse, Hialeah, Florida

Village of Islamorada Municipal Center, Islamorada, Florida **(Design Only)**

Florida Keys Aqueduct Authority Customer Service Center, Marathon, Florida

Fort Lauderdale Executive Airport - Air Rescue Firefighting, Ft. Lauderdale, Florida

GSA West Lot Multi Use Facility - Foundation Design, Miami, Florida **(Design-Build)**

South Florida Regional Transportation Agency Operations Building, Pompano
Beach, Florida

South Dade Government Center, Cutler Bay, Florida

Florida Department of Health, Miami, Florida

Tri-Rail Station, Pompano Beach, Florida



LAZARO ALFONSO, P.E., S.E.

Principal

Mr. Alfonso has over 18 years experience in the field of construction and structural engineering.

Before joining Bliss & Nyitray, Inc., Mr. Alfonso worked for a reputable General Contractor in South Florida. He maintains his status as a Certified General Contractor with the State of Florida. The construction experience gives him a unique perspective on detailing and the importance of economy and constructability on all of his projects.

He takes pride in being responsive and working with the Architect and Contractor to provide simple solutions to complex design issues.

Relevant Projects

Oakland Park Fire Station #20 (Category V)

- Design and development of a new 11,300 SF fire station located on the 1st and 2nd floor of a new 7-story CubeSmart storage facility.
- Engineer of Record

Fort Lauderdale Executive Airport – Air Rescue Firefighting, Ft. Lauderdale, Florida

- ARFF station, 5 bay apparatus, with two-story 28,000-SF office building.
- Tilt-up wall panels, composite structural steel floors, bar joist roof.
- Principal In Charge

City of Doral Public Works Maintenance Facility, Doral, Florida

- New 2-story, 32,000-GSF building. Part is 2-story offices and the other part is a single, high-bay maintenance area.
- The building is a category 5-rated structure to serve as a hurricane response facility.
- Principal in Charge, Threshold Inspector

City of Doral Police Facility Expansion, Doral, Florida

- A new 1-story, 10,000-SF police sub-station with 225 on-grade parking spaces for employees and City vehicles
- Principal in Charge, Threshold Inspector

Broward County Judicial Complex, Fort Lauderdale, Florida

- Two Six-Story, 349,000-SF, Office and Courtroom Wings
- Spread footings on soils improved by vibro-flotation/stone columns, composite precast concrete, and architectural precast concrete.
- Three Pedestrian Bridges designed with structural steel spanning 125-ft-189-ft
- Project Engineer

EDUCATION

Bachelor of Science in Civil Engineering
University of Florida
2003
Major: Civil Engineering

Master of Engineering
University of Florida
2005
Major: Structural Engineering

PROFESSIONAL EXPERIENCE

Experience prior to BNI: 2 Years

With BNI since 2007

PROFESSIONAL REGISTRATIONS

Licensed Professional Engineer - Florida, Alabama

Certified Special Inspector - Florida

Certified General Contractor - Florida

PROFESSIONAL ASSOCIATIONS

American Institute of Steel Construction





Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

SPECIAL INSPECTOR NUMBER: 1009



ZILIO, PAUL ANTHONY
5835 5835 BLUE LAGOON DRIVE
SUITE 400
MIAMI, FL 33126

LICENSE NUMBER: PE47013

EXPIRATION DATE: FEBRUARY 28, 2025

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State of Florida Department of State

I certify from the records of this office that BLISS & NYTRAY INC is a corporation organized under the laws of the State of Florida, filed on March 1, 1968.

The document number of this corporation is 327099.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/annual business report was filed on January 6, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.



*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Thirteenth day of January,
2023*



Secretary of State

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Mr. Valle-Pellot is a professional engineer with 23 years of experience in design, permitting, and construction inspection. Mr. Valle-Pellot's experience includes projects with Broward County, Miami-Dade County, Palm Beach County, and several private entities. His duties include design, drainage calculations reports, hydraulic analysis, plans preparation, permitting with regulatory agencies, site inspections, pre-construction meetings, shop drawings reviews and as-built reviews, responding to contractor's request for information, coordinating with plan reviewers and addressing comments. Jorge's software experience includes, but is not limited to, Cascade 2001, ICPR, AutoCAD, and Civil 3D.

YEARS OF EXPERIENCE
23 years

RELEVANT PROJECT EXPERIENCE

YEARS WITH KEITH
3 years

Delray Beach Seaboard Air Line Railway Station Restoration, Delray Beach, FL: Project Manager/Civil Engineer. KEITH is providing civil engineering, survey, laser scanning, landscape architecture, and bid-related professional services related to the rehabilitation of the Delray Beach Seaboard Air Line Railroad Station. The rehabilitation efforts accommodate the adaptive reuse of the original 1927 portion on the south side of the building to include office space. The adaptive reuse of the northern portion will accommodate a future business incubator. The site was designed to incorporate improvements, including parking, lighting, and landscaping, which incorporated historically appropriate details and materials. Additional on-site improvements provided connectivity for pedestrians and bicyclists. Off-site improvements were limited to the public right-of-way and provided connectivity for pedestrians, bicyclists, and vehicles. The project included sustainability concepts and efforts.

EDUCATION
B.S. Civil Engineering,
University of Puerto Rico

Palm Beach State College Storm Drainage Study, Boca Raton, FL: Project Manager/Civil Engineer. Palm Beach State College requested that KEITH provide engineering analysis to evaluate site storm water concerns related to the existing hardscape area adjacent to the administration building and parking lot at the Boca Raton Campus. The concerns included stormwater ponding in the existing drive aisles, pedestrian walkways, and landscaping. A field visit was conducted on October 16, 2020. KEITH provided a detailed analysis, identifying issues and recommendation(s) for potential solutions including calculations and/or exhibits as necessary. Pedestrian routes were analyzed for ADA requirements, for both existing and proposed walkways.

PROFESSIONAL REGISTRATIONS
77039, Professional
Engineer, Florida

Dr. Alice Moore Residences Affordable Housing Complex, West Palm Beach, FL: Project Engineer. The City of West Palm Beach unveiled a \$20 million affordable housing apartment complex located on 27th Street. The 36-unit, four-story building was developed by Carrfour Supportive Housing. With help from the State of Florida and the City the apartments support residents impacted by disabling conditions who earn at or below 60% of HUD's area median income. The KEITH Team, as subconsultant to Behar-Font and Partners, provided professional civil engineering services including preliminary civil plans for drainage infrastructure improvements, water distribution and sanitary sewer plans, paving, grading, and drainage plans, stormwater pollution prevention plans, and pavement marking and signage plans. Construction project management services included shop drawing reviews, construction site observations, as-built reviews, final inspections, and final certification.

Mayfair Drainage Improvements, Sanford, FL: Project Manager/Civil Engineer. Under our continuing services agreement with the City of Sanford, KEITH is providing geospatial and civil engineering services for stormwater improvements to resolve regular flooding issues along Virginia Avenue and 4th Street. KEITH is providing detailed surveying and mapping and subsurface utility engineering services, along with preparation of full engineering services, construction documents, permitting assistance, bidding assistance, and CEI services. The drainage model will consist of the existing conditions of the project site's drainage basin using SWMM (Storm Water Management Model) software and will provide recommendations to address conveyance problem areas, including a stormwater analysis report, construction documents, specifications, and final inspections.



Niles Warrick is an emerging engineering professional gaining experience in civil design projects including water, sewer, and drainage systems. In addition, Niles has municipal, county, and state-wide permitting experience including performing permit reviews for multiple municipal and county entities. He has demonstrated his various abilities and qualifications as an engineer including utility design using AutoCAD Civil 3D and stormwater modeling using Storm Water Management Models.

RELEVANT PROJECT EXPERIENCE

Delray Beach Seaboard Air Line Railway Station Restoration, Delray Beach, FL: Project Manager. Niles was responsible for plan development including water, sewer, and PGD design and calculations for the commercial development on this historical transit site. He also secured the required city, county, and state permits. KEITH is providing civil engineering, survey, laser scanning, landscape architecture, and bid-related professional services related to the rehabilitation of the Delray Beach Seaboard Air Line Railroad Station. The rehabilitation efforts accommodate the adaptive reuse of the original 1927 portion on the south side of the building to include office space. The adaptive reuse of the northern portion will accommodate a future business incubator. The site was designed to incorporate improvements, including parking, lighting, and landscaping, which incorporated historically appropriate details and materials. Additional on-site improvements provided connectivity for pedestrians and bicyclists. Off-site improvements were limited to the public right-of-way and provided connectivity for pedestrians, bicyclists, and vehicles. The project included sustainability concepts and efforts.

Parkland Citywide Stormwater Master Plan, Parkland, FL: Project Engineer. Niles was responsible for obtaining, reviewing, and implemented GIS data and LiDAR information for the preliminary development of the stormwater master plan utilizing stormwater modeling software. KEITH was retained to provide a full range of engineering services in order to develop a comprehensive Stormwater Master Plan (SWMP) for the City. The SWMP involves input from the public, City Officials, and staff. KEITH evaluated the existing system, updating the GIS database and evaluating future developments and required improvements. KEITH was responsible for developing an "Existing Conditions Model" and "Proposed Conditions Model" using the public domain United States Environmental Protection Agency, Stormwater Management Model covering approximately 3,235 acres. The Final SWMP recommended policies, strategies, and a prioritized and phased stormwater improvement program for current and future stormwater infrastructure needs. The SWMP included projected costs alternative funding mechanisms for each phase; review of existing permits for the water management districts that serve the City, as well as Broward County, South Florida Water Management District, North Springs Improvement District, and Pinetree Water Control District. The City of Parkland presented a unique and challenging master planning process, with its large estate lots, newer single-family home developments, the on-going development of the annexed "Wedge", possible future annexations, and commercial development, much of which occurred on prior agricultural land. KEITH built upon the foundation of information by carefully taking into account past studies and models, data, permit conditions, and recently completed and ongoing projects and initiatives. The comprehensive master plan established a policy framework, integrated resiliency, conducted vulnerability analysis, and provided a prioritized improvement program that ensures the integrity of the City's future is protected.

John Knox Village Stormwater Management Plan, Pompano Beach, FL: Project Engineer. KEITH provided professional services associated with preparation of a topographic and boundary survey, tree survey, existing utility map, and conceptual development of an overall Stormwater Master Plan for the John Knox Village property. Additional services included the estimated engineering design for Phase 1 projects. The scope of services consisted of engineering for coordination and deliverable review, subsurface utility engineering, utility coordination, surveying services, stormwater modeling, permitting, water distribution, and wastewater collection plan.

YEARS OF EXPERIENCE
5 years

YEARS WITH KEITH
5 years

EDUCATION
B.S. Civil Engineering,
University of Central
Florida, 2018

**PROFESSIONAL
REGISTRATIONS**
94320, Professional
Engineer, Florida
Certified Floodplain
Manager US-22-12358
Envision Sustainability
Professional



Michael Phillips, PLA, ASLA, ISA Certified Arborist
Senior Landscape Architect



Mr. Michael Phillips has 37 years of experience in the field of Landscape Architecture. Since 1986, Mr. Phillips has conceptualized, hand sketched and CAD drafted construction documents in the public and private sector. He has been involved with projects ranging from schematic design through final completion, including plant selection, field inspections and project certification. He has produced landscape architecture construction documents that encompass tree survey and tree disposition plans, hardscape layouts and details, grading plans, planting plans, lighting plans and irrigation plans. Additionally, he is well versed in LEED requirements, 'Florida Friendly Landscaping' guidelines, Green Book Standards and FDOT design standards and indexes. Additionally, his input is key in site inventory and analysis, coordinating with our Survey Department to establish the location and species of trees and appraising the dollar value of such trees, which is paramount in the process of developing tree disposition plans and arborist reports followed by landscape plans that preserve existing trees and vegetation.

YEARS OF EXPERIENCE
37 years

YEARS WITH KEITH
9 years

EDUCATION
B.S. Interior Design,
Florida State University,
1985

PROFESSIONAL REGISTRATIONS
LA0001540, Professional
Landscape Architect
(PLA), Florida
ISA Certified Arborist FL
9346A

RELEVANT PROJECT EXPERIENCE

Atlantic Boulevard Streetscape Improvements, Margate, FL: Landscape Architect. As part of the City of Margate's strategic plan, Envision Margate—Forward Together, this project stemmed from five stated initiatives: City Image and Identity; Quality of Life; Customer Service and Outreach; Economic Development; Financial Management; and Infrastructure and Public Facilities. KEITH provided landscape architecture design concepts, civil engineering, planning, survey, utility coordination, and traffic engineering services, as well as project administration, construction management and documentation, permitting, and maintenance guidelines and specifications. The CRA requested the team develop a branded approach to several of the City's rights-of-way and streetscapes, including multiple miles of streetscape, medians, walls, walkways, landscaping, lighting, signage, and a signature fountain feature. A brand identity was created that can be used throughout the City in public realm areas. The signature element was the addition of a roundabout and fountain feature. KEITH worked around existing infrastructure items to develop a creative approach for the fountain. The result was a combination of water, sculpture, landscape, and hardscape to make a statement for the City and CRA of Margate.

Douglas Gardens IV and Douglas Gardens VI, Pembroke Pines, FL: Landscape Architect. As a subconsultant, KEITH is providing planning, civil and traffic engineering, landscape architecture, survey, subsurface utility engineering, and construction observation and certification services. The development includes more than 410 Units, 130 of which are affordable senior units, with 15,000-SF of senior services facilities in two 6-story buildings. Deliverables include boundary, topographic, and ALTA/NSPS surveys, sketch and legal descriptions for utility easements, horizontal designation and location services, utility mapping, planning due diligence, site plan preparation, coordination, and processing, plat note, FAA and FEMA application processing, preliminary civil design plans, engineering processing, coordination, and meetings with government agencies and permit authorities, construction documents, traffic impact statement, parking studies, landscape design documents for DRC, tree inventory and appraisal by an ISA Certified Arborist, final landscape and hardscape construction documents, and construction observation/inspections.

John Knox Village Woodlands Health Center, Pompano Beach, FL: Landscape Architect. The John Knox Village Health Center is a seven-story "Green House" skilled nursing facility. This state-of-the-art center is one of Florida's first of its kind carrying the Green House designation. It is located on a 65-acre campus in Pompano Beach and was designed to be a LEED Silver building. The ground floor serves the common area and each floor above consists of two Green House homes with twelve elders per home (24 elders per floor) for a total of 144 residents in the building. KEITH provided planning, surveying, civil engineering, landscape architecture, construction administration, and SUE services. KEITH was responsible for processing the site plan for this unique living facility through the City of Pompano Beach's site plan approval process consisting of DRC, AAC, and P&Z, as well as providing civil design and processing construction permits through the various agencies having jurisdiction.



Chris Phillips, PLA, ASLA
Senior Landscape Architect



Motivated by thoughtfully planned and meticulously crafted outdoor environments, Chris is drawn to the intersection where form, function, and nature seamlessly act as one. Inspired by contemporary styling, he subscribes to a "less is more" philosophy, producing artful projects that not only make a statement, but when implemented, settle into place, take root, and thrive. He cognitively embraces the essence of a place and develops site details that contribute to a cohesive design. Creating spaces that are harmonious with the environment, Chris integrates architectural elements, grading, hardscape, planting, and lighting, resulting in functional, dynamic, and balanced spaces that connect the world of nature with man-made elements and human needs.

YEARS OF EXPERIENCE
12 years

YEARS WITH KEITH
4 years

RELEVANT PROJECT EXPERIENCE

DC Alexander Park, Fort Lauderdale, FL: Project Manager. DC Alexander Park in Fort Lauderdale Beach is the result of careful and thorough analysis of the site, its context - historic and present, its users, and the needs of the community. At over 1 acre in area prominently located on Fort Lauderdale Beach adjacent to the Aquatic Center and International Swimming Hall of Fame, the project includes a signature architectural overlook and playground within a plaza complete with resilient dune plantings and carefully planned stormwater infrastructure. The team lead by KEITH analyzed shoreline habitat and behavior while considering the unknown and inevitable - sea level rise and climate change. The project is a case study in practical and creative applications of storm water mitigation practices resulting in a design that reflects and embraces the social and economic needs of the local community. This award-winning project balances 'design for people' and 'design with nature' and is a testament to the value of comprehensive research, exploration, and analysis phases.

EDUCATION
B.S. Landscape
Architecture, University
of Arkansas, 2011

**PROFESSIONAL
AFFILIATIONS**
American Society of
Landscape Architects
(ASLA) Member

**PROFESSIONAL
REGISTRATIONS**
LA6667361, Professional
Landscape Architect
(PLA), Florida

Council of Landscape
Architecture Registration
Boards (CLARB Certified)

The Pomp, Pompano Beach, FL: Landscape Architect. KEITH was engaged to assist in the redevelopment of the 223-acre site with nearly \$2B of investment into one of the last development parcels of this type in South Florida. KEITH assisted the client by navigating city, county and state agencies. KEITH, utilizing its full multi-discipline effort including geospatial, planning, civil and transportation engineering, landscape architecture, and arborist services spearheaded the entitlement and development process to create a separate zoning district allowing the creation of a new Live! branded entertainment district. In addition to the new Live! district, the plan accommodates options for office, retail, industrial uses, and up to 4100 residential units as a part of the integrated development. KEITH led the larger master planning efforts associated with the internal roadway network, infrastructure, site character and landscaping, as well as stormwater management. In addition to the larger planning efforts, KEITH has continued to lead the full services efforts associated with the roadway designs, casino expansion, parking garage development, retail and grocery components, Live! entertainment venue, and hotel, as well as ancillary development efforts associated with multi-family and residential use. The Live! Isle Casino project is being developed in three stages. KEITH is actively involved in design with all stages. When completed, this will create a destination spot that will be sure to continue to place Pompano Beach and South Florida on the map for residents and visitors alike. In addition to landscape architecture and placemaking, KEITH is providing public engagement, platting/plat note amendments, water/sewer model/planning, FEMA assessments, entitlement process/planning, FDOT coordination, visioning, and utility coordination with FPL.

Block 57/Young Circle, Hollywood, FL: Landscape Architect. Careful client, consultant, and government agency collaboration makes for spectacular projects. Positioned on Hollywood's iconic Young Circle, the Block 57 development will provide approximately 850 multi-family units, 125,000-SF of retail, and 30,000-SF of Class A office space in the heart of downtown. Strategically, Block 57 is bifurcated with a new segment of Hollywood Boulevard allowing a clear connection from downtown Hollywood to the beach. KEITH provided planning, civil, and landscape architectural services for the project. With close coordination, the Landscape Architecture team provided urban streetscape design, which is multi-functional, and closely coordinated with City of a Hollywood Community Redevelopment Agency and FDOT.







STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

WARRICK, NILES THOMAS
 3335 COCOPLUM CIR
 COCONUT CREEK FL 33063

LICENSE NUMBER: PE74320
EXPIRATION DATE: FEBRUARY 28, 2025
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STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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VALLE PELLOT, JORGE
 1219 SW CENTURY AVE
 PORT ST LUCIE FL 34953

LICENSE NUMBER: PE77039
EXPIRATION DATE: FEBRUARY 28, 2025
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STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

PHILLIPS, MICHAEL J
 479 NW 2TH STREET
 BOCA RATON FL 33492

LICENSE NUMBER: LA0091940
EXPIRATION DATE: NOVEMBER 30, 2022
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STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

PHILLIPS, CHRISTOPHER MICHAEL
 9407 NW 93ST MANOR
 TAMARAC FL 33325

LICENSE NUMBER: LA6667361
EXPIRATION DATE: NOVEMBER 30, 2023
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State of Florida
Department of State

I certify from the records of this office that KEITH AND ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on January 20, 1998, effective January 16, 1998.

The document number of this corporation is P9800006011.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 26, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twentieth day of February, 2023.



Secretary of State

Tracking Number: 907415614CU

To authenticate this certificate, visit the following internet address, and then follow the instructions displayed.

<https://arcades.smbib.org/FilingCertificatesOfState/CertificateAuthentication>



Jonathan BURGESS

PLA, LEED Fellow, WELL AP, SITES AP, FGBC Designated Professional, Green Globes Professional

Principal
Spinnaker Group – A Division of SOCOTEC

CONTACT

✉ Jonathan.Burgess@Socotec.us

📞 +1 561 801 7576 x701

📍 1177 Clare Ave, Suite #7
West Palm Beach, FL 33401

ABOUT

Mr. Jonathan Burgess is a creative leader and serial entrepreneur focused on ventures that promote sustainable products, landscapes, and real estate development. For more than a decade, he has focused on assisting architects, design professionals, and construction teams with creating high-performing, healthy buildings and neighborhoods.

As a LEED Fellow and Principal of Spinnaker Group, a Division of SOCOTEC, Jonathan and his team have consulted on more than 200 certified green-building projects (LEED, WELL, LBC, Green Globes, FGBC, and NGBS). His firm has more than 200 active projects currently pursuing certification across the USA and beyond.

With more than 16 years of experience in sustainable design and landscape architecture, Jonathan became in 2017 the youngest person in the world to achieve the prestigious accreditation of LEED Fellow. As a much sought-after speaker and lecturer, Jonathan also tours the country as both USGBC Faculty and WELL Faculty, educating and advocating for the adoption of the LEED and WELL building standard across Florida and beyond. He is an Adjunct Professor at the University of Miami's prestigious School of Architecture. Jonathan was the Founding Chair of the West Palm Beach Sustainability Committee.

PROFESSIONAL EXPERIENCE

11 YEARS WITH FIRM | 16 YEARS IN INDUSTRY

SPINNAKER GROUP – A DIVISION OF SOCOTEC

- 2023 – Present | Principal
- 2018 – 2023 | President
- 2014 – 2018 | Vice President of Sustainable Operations
- 2012 – 2014 | LEED Consultant

LAND DESIGN SOUTH

- 2006 – 2012 | Project Manager

QUALIFICATIONS

EDUCATION

- Bachelor of Landscape Architecture – University of Rhode Island (Summa Cum Laude) – 2006

PRACTICE AREAS

- Sustainable Project Certifications

REGISTRATIONS/ACCREDITATIONS

- Professional Registered Landscape Architect (PLA/RLA) - Florida
- LEED Fellow
- LEED Accredited Professional (AP) Building Design + Construction (BD+C)
- LEED AP Neighborhood Development (ND)
- WELL AP
- USGBC Faculty
- WELL Faculty
- SITES AP
- FGBC Designated Professional
- Green Globes Professional

PROFESSIONAL AFFILIATIONS

- United States Green Building Council (USGBC)
- American Institute of Architects (AIA)
- Urban Land Institute (ULI)
- American Society of Landscape Architects (ASLA)

REPRESENTATIVE PROJECTS

NEIGHBORHOOD DEVELOPMENT

- **The Square, West Palm Beach, FL**
Sustainability Consulting & Certification, LEEDv4 Neighborhood Development in progress for Gold certification in 2024.
- **Miami Design District, Miami, FL**
Sustainable Project Certification, LEEDv4 Neighborhood Development Gold 2021.
- **Northwest Gardens, Ft. Lauderdale, FL**
Sustainable Project Certification, LEEDv2009 Neighborhood Development Silver 2019.

EDUCATION

- **The Conservatory School, North Palm Beach, FL**
Sustainable Project Certification, LEEDv2009 for Schools Gold 2015.

MUNICIPAL

- **Sustainable Building Ordinance for City of Delray Beach, FL**
Building Code Consulting, Completed in 2022.



Rafael SÁNCHEZ

LEED AP BD+C, FGBC Designated Professional, Green Globes Professional, Parksmart Advisor

Director of Sustainability
Spinnaker Group – A Division of SOCOTEC

CONTACT

✉ Rafael.Sanchez@Socotec.us

📞 +1 561 801 7576 x709

📍 1177 Clare Ave, Suite #7
West Palm Beach, FL 33401

ABOUT

Rafael Sanchez is a Director of Sustainability at Spinnaker Group, a Division of SOCOTEC, focused on new construction and interiors projects. He spearheads the certification process for multiple green building rating systems and provides sustainable building research and project direction. With more than 15 years of experience in residential and retail architecture, Rafael has worked on architectural design projects in Miami, Venezuela, and Spain, always with emphasis on efficient design. Rafael believes that sustainability efforts should be a part of everyone's life and, like human habitats, should be transdisciplinary experiences in which everyone is invited to participate.

Rafael is currently on the Florida Market Advisory Board for the U.S. Green Building Council, the organization that created and educates about LEED certification. He is also part of the Parent Advisory Committee for schools at Dream In Green, a nonprofit that focuses on providing free environmental education programs to schools and communities across Miami, the third largest school district in the U.S.

PROFESSIONAL EXPERIENCE

4 YEARS WITH FIRM | 16 YEARS IN INDUSTRY

SPINNAKER GROUP – A DIVISION OF SOCOTEC

2023 – Present | Director of Sustainability
2019 – 2023 | Senior Sustainability Advisor

QUALIFICATIONS

EDUCATION

- Master in Habitat – National University of Colombia
- Executive Master of Business Administration – University of Barcelona
- Bachelor of Architecture – Central University of Venezuela

PRACTICE AREAS

- Green Building
- Sustainability Research
- Project Advisory
- Architectural Design

REGISTRATIONS / ACCREDITATIONS

- LEED AP BD+C
- FGBC Designated Professional
- Green Globes Professional
- Parksmart Advisor

PROFESSIONAL AFFILIATIONS

- United States Green Building Council (USGBC)
- American Institute of Architects (AIA)

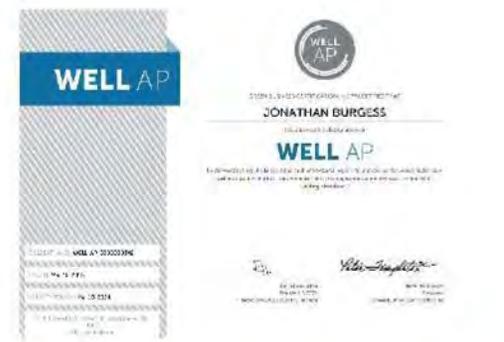
REPRESENTATIVE PROJECTS

NEIGHBORHOOD DEVELOPMENT

- **The Square, West Palm Beach, FL**
Sustainability Consulting & Certification, LEEDv4 Neighborhood Development in progress for Gold certification in 2024.
- **Miami Worldcenter, Miami, FL**
Sustainable Project Certification, LEEDv2009 Neighborhood Development Silver 2020.

MUNICIPAL

- **Peter Bluesten Park, Hallandale Beach, FL**
Sustainable Project Certification, LEEDv2009 New Construction Gold 2022.
- **Hollywood Fire Station 45, Hollywood, FL**
Sustainable Project Certification, LEEDv2009 New Construction Gold 2021.
- **Broward Sheriff Officer Training Center, Ft. Lauderdale, FL**
Sustainable Project Certification, LEEDv4 New Construction on progress to achieve LEED Silver certification in 2023.
- **Broward Property Appraiser Admin, Ft. Lauderdale, FL**
Sustainable Project Certification, LEEDv4 New Construction on progress to achieve LEED Silver certification in 2025.
- **Charlotte J. Burrie Community Center, Pompano Beach, FL**
Sustainable Project Certification, LEEDv4 Operations + Maintenance on progress to achieve LEED Silver certification in 2023.





Dante Alvarez, CGC

SENIOR COST ESTIMATOR



Years of Experience

12+

Areas of Expertise

Estimating/Bidding
Change Management
Construction & Contract Administration
Surveying
Project Management

Types of Projects

Commercial
Education
Residential

Licenses/Certification

Certified General Contractor,
C1520888

OSHA30hr Safety (Multiple)

Education

MS Construction Management,
Florida International University

BS Construction Management,
Florida International University

Software & Systems

Primavera
Strategic Planning
Corecon
UDA Technologies
On-Screen Takeoff
AutoCAD
Procore
MCSquared
CMIC
Planswift
ISqFt

PROFESSIONAL BACKGROUND

Dante Alvarez is a Construction Management Professional and certified General Contractor with over 10 years of proven leadership and Project Management abilities developed from a range of projects large and small while working with leading members of the construction and development community. Having both field and office experience on a variety of project size and scopes has provided an extensive knowledge base that affords the ability to arrive at creative and unique solutions to modern construction and development issues.

RELEVANT EXPERIENCE

Capital Improvement Program, Miami-Dade College, Miami, Florida

Chief Estimator and Controls Lead. MDC's Capital Improvement Program (CIP) is over \$700 million multi-year plan for new construction, remodeling and renovation of over 66 projects and related land/facilities acquisition at each of the College's eight campuses and one permanent center. Responsibilities include supervising the estimating and controls group, budget validation, estimating and reconciliation, change management, review and negotiations, and project status reporting. Project scope includes new buildings and renovation, HVAC, electrical, plumbing, low voltage, and commercial finishes.

James S. Rickards Middle School, Broward County Public Schools, Fort Lauderdale, FL

Chief Estimator. The \$84M project is to include the replacement of the main campus facilities with exception of buildings 2 and building 5 while the campus is partially occupied. The facility will consist of a new multi-story middle school facility re-use from Ammons Middle School includes offices, cafeteria, kitchen, labs, classrooms, media center, exterior covered crosswalks along with a new gymnasium and locker room facility re-use from parkway middle school. Responsible to provide an estimate for the 100% design development which includes demolition of the existing building and asphalt paving, erosion control, water main, fire-main, sanitary sewer, and drainage installations and the installation of new asphalt, concrete paving, landscaping and irrigation components.

Emerald Construction Corp., Dania Beach, Florida

Director Preconstruction. Department head in charge of all Preconstruction activities including but not limited to estimating, purchasing, securing hard-bids, contract negotiations, assigning preconstruction personnel (estimators, schedulers, marketing personnel) to projects for completion. Oversee all buyout and finalized contracts for estimated projects going into operations. Average project value of \$40 Million for Commercial Areas and Renovations, Municipal Projects including Transit, High-End Single-Family Homes, Multifamily Units and Office Buildouts.

AHS Development, Miami, FL

Chief Estimator and Controls Lead. Multifamily developments including predesign development work with project values of \$28Million. Produced Preliminary budgets for development proformas as well as oversee all quantity take offs, subcontractor bidding, subcontractor descopeing and contracting across all projects and project teams. Prepared Construction Schedule Baselines for implementation of all new development projects from predevelopment phases through construction ending in project stabilization.

Reef Tropical Pool Construction, Key Largo, FL

Chief Estimator and Project Manager. Subcontracted Pool Construction Work - Average Project Value \$1.5Million. Office system Integration between field and office including organization process implementation. Government and High-End Private Project Management. Oversight and direct estimating of high value projects with a high success rate.

L.P. Cook Construction Company, Miami Beach, FL

Estimator/Site Manager. Average Project Value \$1 Million. Worked with subcontractor requests in field as well as project management development of books, paperwork and other interactions. Relation building with Subcontractor, Architect, and Governmental Agencies. Project Development and coordination for new bids, commercial and residential.



STATE OF FLORIDA
 DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
 CONSTRUCTION INDUSTRY LICENSING BOARD
 THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

ALVAREZ, DANTE A
 DRAGON GROUP LLC
 36604 SW 50TH TERRACE
 MIAMI FL 33183

LICENSE NUMBER: CC1570888
 EXPIRATION DATE: AUGUST 31, 2026
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State of Florida
 Minority Business Certification

Program Controls, Inc.

Is certified under the provisions of
 287 and 288.04, Florida Statutes, for a period from:
 03/28/2022 to 03/28/2024

J. Todd Jones
 Florida Department of Management Services

Office of Minority Business Certification
 1000 Bank of America Plaza
 Tallahassee, FL 32309
 904.437.3111
 www.floridamgmt.com

State of Florida
 Department of State

I certify from the records of this office that PROGRAM CONTROLS, INC. is a corporation organized under the laws of the State of Florida, filed on April 15, 2002.

The document number of this corporation is P02000040369.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on February 23, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twenty-third day of February, 2023

[Signature]
 Secretary of State

Tracking Number: 090665217CC
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<https://services.usdoj.com/Florida/CertificateOfDomesticCertificateAuthentication>

Tom Graboski

Principal

Recent Projects:

City of Coral Springs Ongoing Consultation
Coral Springs, FL

Miami-Dade College
Homestead Campus New Student Success Center
Homestead, Florida

Miami Dade County MIA Employee Parking Garage
Miami International Airport, Miami, FL

Silversands Resort, Grenada

Kimpton Grand Roatan Resort,
Honduras

Hurricane Hole Superyacht Marina,
Nassau, Bahamas

MSC Port Terminal
Port of Miami, Florida

Relevant Projects:

City of Coral Springs,
Coral Springs, FL

City of South Miami Park Entry Feature Signs
South Miami, FL

City of Aventura
Aventura, FL

Village of Palmetto Bay
Palmetto Bay, FL

City of Coral Gables
Coral Gables, FL

Miami-Dade Public Library Doral Branch
Doral, FL

Downtown Doral & Doral Park
Doral, FL

Miami-Dade County Matheson
Hammock Park West
Miami, FL

Pinecrest Gardens
Village of Pinecrest, FL



Tom Graboski received his BFA from the Art Center College of Design in Los Angeles, and was awarded his Masters Degree in Urban Design from the University of Miami School of Architecture in 1977. In 1980, he founded Tom Graboski Associates, specializing in wayfinding, environmental graphics, and signage design.

Tom's unique background in architecture, interior design, urban planning and graphic design blends talents that are essential to any project.

He has developed environmental graphics programs for a broad range of clients, including Royal Caribbean International, NBCUniversal Studios, Disney Development Corporation, Virgin, Berkowitz Development, Bascom Palmer Eye Institute, the Marriott Corporation, the University of Miami, Baptist Health South Florida, Miami-Dade County and the Cities of Coral Gables, Aventura, Coral Springs, Miami, Doral, Miami Beach and North Bay Village to name a few.

A member of the Society for Experiential Graphic Design and the American Institute of Graphic Arts, he has been the recipient of many local and national awards. Tom has taught, lectured, and been a visiting critic at the University of Miami, Florida International University, Miami Dade Community College, the Miami International University of Art and Design, and Miami Ad School. His work has been published extensively, both nationally and internationally.

Related Project Experience

City of Coral Springs

Work with the City of Coral Springs on numerous projects including, review of existing sign ordinance with regard to window signs and other issues affecting retail/commercial signage, provided a complete comprehensive environmental and graphic design program for the Coral Springs Center for the Arts, Museum of Art and Theater, as well as provide additional signage and banners for the facility. Other projects include entry feature signs, street index signs and neighborhood identification signs.

Downtown Doral & Doral Park, City of Doral

Preparation an overall sign masterplan for the entire PUD site that is Downtown Doral. The plan included all sign types to be utilized throughout the site. TGA Design located each sign on a site plan and identified each sign type by function and design. Both vehicular and pedestrian wayfinding and major project identity signage was included.

City of Key West Bight Historic Seaport, Key West

Design of signage for the historic Seaport, comprising of identity, vehicular and pedestrian wayfinding, and regulatory, informational and interpretive graphics.

Gateway Park, Sunny Isles Beach, FL

Development of a brand identity and signage and graphic design elements in the new park and parking structure for the City of Sunny Isles Beach. A unique 4 level parking structure with a city park, an amphitheater, public amenities, and retail shops on Level 1. Using materials appropriate to the sea side location, TGA designed identity directional, informational, and regulatory signage for the entire park and created a retail tenant sign criteria for the city to set and maintain the standards for all retail and restaurant tenants who lease space in the park/building.

NBCUniversal Orlando, Dark Universe Theme Park, Orlando, Florida

Last year our firm completed the 90% design and specifications package for one of their entertainment parks at the new theme park in Orlando. We recently took the drawing package to 100% completion after the downturn of the pandemic.

Geoff Rogers

Senior Designer

Recent Projects:

- Crystal Cruises, Project Endeavor
- Norwegian Cruise Line Newbuilding Projects:
 - Project Breakaway
 - Project Getaway
 - Project Escape
 - Project Joy
 - Project Bliss
 - Project Encore
- The Palmyra Resort & Spa, Rose Hall Jamaica
- Marriott Harbor Beach Resort, Ft. Lauderdale, FL
- MSC Terminal, Port of Miami Miami, FL
- Hotel AKA Miami & West Palm Beach, FL
- NBCUniversal Orlando, Dark Universe, Orlando, FL
- Universal Studios Recreation China Theme Park, Beijing, China

Relevant Projects:

- Sullivan Park, Deerfield Beach
- Downtown Doral & Doral Park City of Doral, FL
- NBCUniversal Orlando, Dark Universe Theme Park, Orlando, FL
- Universal Studios Recreation China Theme Park, Beijing, China
- Pinecrest Gardens Village of Pinecrest, FL



Geoff received his Bachelor of Science degree from Northwestern University, Evanston Illinois. Before pursuing Environmental Graphic Design, he worked for several major retailers as an in-store Visual Merchandising Manager where he was responsible for presentation and marketing of all store merchandise. This experience brought him an extensive knowledge and understanding of branding, marketing and presentation.

Geoff eventually applied his knowledge of branding and marketing to graphic design. He graduated from the Art Institute of Fort Lauderdale with a degree in Graphic and Desktop Design in 1999 and joined the TGA Design team in 2000.

Since joining TGA Design, Geoff has applied his creative talents and wayfinding knowledge to numerous projects with an emphasis on hospitality and corporate environments. As a Senior Designer and Project Manager he has developed sign systems for the Espirito Santo Plaza Miami, the Fontainebleau Resort Miami Beach and the Ritz-Carlton in Naples and Amelia Island. Other projects include 5th & Alton Miami Beach- a vertical retail development on South Beach, and The Palmyra Resort & Spa- an award winning Hotel and Spa located in the renowned Rose Hall plantation area of Jamaica. After completing NCL's Breakaway Class newbuilds, he project managed the NBCUniversal's new theme park, Dark Universe, in Orlando and is currently completing the new MSC terminal at the Port of Miami.

Related Project Experience

NBCUniversal Orlando, Dark Universe Theme Park, Orlando, Florida

Last year our firm completed the 90% design and specifications package for one of their entertainment parks at the new theme park in Orlando. We recently took the drawing package to 100% completion after the downturn of the pandemic.

Norwegian Cruise Line, Miami, Florida Breakaway Class Ships (6 in the series)

Design of a comprehensive signage program including wayfinding, identity/brand and general signage throughout the vessel. The program entailed the design of approximately 30,000 signs per ship.

Downtown Doral & Doral Park, City of Doral

TGA prepared an overall sign masterplan for the entire PUD site that is Downtown Doral. The plan included all sign types to be utilized throughout the site. TGA Design located each sign on a site plan and identified each sign type by function and design. Both vehicular and pedestrian wayfinding and major project identity signage was included.

Pinecrest Gardens, Village of Pinecrest

The Village of Pinecrest, Florida, purchased an existing 50-acre site from a 1930's parrot themed park to convert into the first city park in the newly incorporated city. The design challenge was not to intrude upon the unique, natural hammock environment of lush tropical flora and fauna, yet to clearly make a series of complex trails through the forest. Recycled aluminum was used and painted with bright, tropical colors. Wayfinding signage utilized a flag mounted sign on a post with the ability to add and subtract panels as exhibits are built in the future.

Keith Oliver

Senior Designer

Recent Projects:

Royal Caribbean International
Icon of the Seas Newbuilding Public Venue Graphics
Miami, FL

Virgin Voyages Port Terminal,
Port of Miami, FL

Royal Caribbean
International/Celebrity Cruises
Oasis of the Seas Modernization
Freedom of the Seas
Modernization

Virgin Voyages Planning
Newbuilding Ship, the Scarlett
Lady, Miami, FL

Universal Studios Recreation
China Planning Services, LLC
(Beijing Shouhuan Cultural
Tourism Investment
Co./AECOM)

Hurricane Hole Superyacht Marine at Paradise Landing,
Nassau, Bahamas

Kimpton Grand Roatan Resort
Honduras

Relevant Projects:

City of Coral Springs
Coral Springs, FL

City of Key West Historic
Seaport Signage
City of Key West, FL

Miami-Dade County Country Club of Miami
and Golf Course
Miami, FL

Virgin Voyages Port Terminal
Port of Miami, FL

Universal Studios Recreation Theme Park
Beijing, China

Baptist Health South Florida
Miami, FL

Since joining TGA Design in 1997, Keith has designed and managed a diverse collection of Environmental Graphic Design projects through all phases of development. Projects completed span from Real Estate Development to Corporate, from Health Care to Hospitality both locally and in Central America and in Europe. Keith has worked closely with staff, corporate management organizations and custom sign builders to accomplish a satisfactory, budget-sensitive final product.

Related Project Experience

City of Coral Springs

We are currently working with the City of Coral Springs on their new city-wide entry feature signage program.

City of Key West Bight Historic Seaport, Key West

Design of signage for the historic Seaport, comprising of identity, vehicular and pedestrian wayfinding, and regulatory, informational and interpretive graphics.

Royal Caribbean International/Celebrity Cruises

For the past almost 40 years, our firm has completed new building and renovation projects for RCI/Celebrity Cruises. Our firm just completed the graphics for the public areas of their new superliner, Icon of the Seas.

Universal Studios Recreation China Planning Services, LLC (Beijing Shouhuan Cultural Tourism Investment Co./AECOM)

Last year our firm completed the design and specifications package for one of their entertainment parks at the new theme park in Beijing, China.

NBCUniversal Orlando, Dark Universe Theme Park, Orlando, Florida

Last year our firm completed the 100% design and specifications package for one of their entertainment parks at the new theme park in Orlando.

Miami-Dade County Country Club of Miami

Design of signage for the club house and golf course.

Baptist Health South Florida's Systemwide Signage

TGA Design has worked with BHSF for over thirty years with their identity and wayfinding signage needs. Keith completed the sign design for the Homestead Hospital project, the flagship facility for the interior and exterior signage design standards for future BHSF hospitals, as well as the Wes Kendall campus and other and Medical Plazas throughout South Florida.



Rachel Ledesma

Graphic Designer

Recent Projects:

Royal Caribbean International
Icon of the Seas Newbuilding Public Venue Graphics
Miami, FL

NBCUniversal Orlando
Dark Universe
Orlando, Florida

MSC Port of Miami Terminal
Miami, Florida

Hotel AKA
West Palm Beach, Florida

Relevant Projects:

City of Coral Springs Monument & Park
Signs, City of Coral Springs, FL

Miami-Dade Public Library
Doral Branch Library
Doral, FL

NBCUniversal Orlando
Dark Universe
Orlando, Florida

Universal Studios Recreation China
Theme Park
Beijing, China



Rachel joined the TGA Design staff as a Graphic Design Intern in 2019, her final year of college at the New World School of Design. She became a fulltime member of TGA Design in 2020 and has applied her creative talents to numerous projects such as Royal Caribbean International's Project Oasis and Freedom cruise ship renovation projects, Universal Studios' Dark Universe theme park signage design, and Royal Caribbean's newbuilding, Icon of the Seas, venue graphics.

On all these projects, Rachel assisted the designers and project managers on concept development, preparation of elevations and design development drawings.

Related Project Experience

City of Coral Springs, Coral Springs, FL

In an ongoing relationship with the city, we designed new monument signs for the Police/Fire stations as well as new park signs for the City of Coral Springs.

Miami-Dade Public Library Doral Branch, Doral, FL

Currently underway is design of signage and graphic design services for the new Miami Dade Public Library in Doral, FL.

Royal Caribbean International/Celebrity Cruises, Miami, Florida

For the past 40 years, our firm has completed newbuilding and renovation projects for Royal Caribbean Cruises and Celebrity Cruises. Rachel was an integral part of our modernization projects for Oasis of the Seas, Freedom of the Seas and Allure of the Seas, after completing the design of comprehensive sign programs for these vessels more than 10 years ago. Last year she worked on their newbuilding vessel, Icon of the Seas, public venue graphics.

NBCUniversal Orlando, Dark Universe Theme Park, Orlando, Florida

Last year our firm completed the 90% design and specifications package for one of their entertainment parks at the new theme park in Orlando. Since then we completed taking the drawing package to 100% completion after the downturn of the pandemic.

Universal Studios Recreation China Planning Services, LLC

(Beijing Shouhuan Cultural Tourism Investment Co./AECOM), Beijing, China. Last year our firm completed the design and specifications package for one of their entertainment parks at the new theme park in Beijing.



State of Florida Department of State

I certify from the records of this office that TOM GRABOSKI ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on July 24, 1980.

The document number of this corporation is 679594.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 25, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-fifth day of January,
2023*


Secretary of State

Tracking Number: 8577997740CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

ZABIK

AND ASSOCIATES, INC.

Lawrence Zabik

Partner

One of the founding partners of Zabik & Associates, Inc., Mr. Larry Zabik has been managing construction projects for over 40 years. His undergraduate degree is in Electrical Engineering from Norwich University, B.S.E.E. He also has a Master's Degree in Economics from the University of Oklahoma. He has also completed graduate studies in Engineering and Educational Leadership.

As a Managing Partner at Zabik & Associates, Inc., Mr. Zabik is responsible for daily operations, direction of staff and specializes in total project management. He has over 40 years of experience in the field.



Selected Experience

Owner's Representative / Project Executive

Mr. Zabik has acted as the Owner's Representative for over \$3 billion of new construction and renovation projects. These projects ranged in cost from \$2 to \$300 million. His duties included coordination of design, permitting, contract negotiation, management of the contractor's critical path schedule, inspection of the work, coordination of inspections, coordination of Owner's vendors, review and approval of pay applications and change orders, preparation of independent cost estimates and review of contractor provided cost estimates.

Economic and Demographic Consultant

Zabik and Associates, Inc. has completed over 75 demographic and marketing studies in support of zoning applications and business development. Mr. Zabik utilizes IMPLAN Economic Impact Planning Software along with 35 years of local expertise and in-depth economic knowledge.

Assistant Superintendent for Support Services, Palm Beach County Schools

Mr. Zabik directly managed all resources and personnel required for the physical operation and maintenance of all 132 district campuses. During his tenure, \$500 million in construction and renovation was completed with 90% completed on-time and within budget, with a change order rate cited by Coopers and Lybrand as being half the national and state averages.

Mr. Zabik implemented use of the Design/Build delivery system, reducing historical construction costs by 30% and completion times by 25%.

Education

M.A. Economics
University of Oklahoma

B.S. Electrical Engineering
Norwich University

United States Air Force

Commissioned Officer
Construction Engineer

Elected Positions

Fmr. Village Councilman,
Vice Mayor
Village of Royal Palm Beach



6

LITIGATION AND TERMINATIONS



LITIGATION & TERMINATIONS

Proposer(s) shall provide a summary of any litigation filed against their firm or key personnel in the past five (5) years. The summary shall state the nature of the litigation, a brief description of the case, the outcome or projected outcome, and the monetary amount involved. If none, state as such. Include whether the Proposer or any of its principals has ever been declared bankrupt or reorganized under Chapter 11 or put into receivership. List any criminal violations and/or convictions of the Proposer and/or any of its principals. Proposers shall also state if the Proposer and/or firm has had contracts for the services sought under this RFP which were terminated for default, non-performance or delay in the past five (5) years. Proposer shall describe all such terminations, including the name and address of the other contracting party for each such occurrence. If none, state as such.

Pending:

Ongoing (2023) / Continental Flowers Warehouse / Doral, Florida.

A commercial warehouse project (Completed 2016) ... The Project Owner is suing the General Contractor for faulty construction, and the General Contractor is suing the Architect / Engineering team.

The litigation between the General Contractor and Owner has been going on for (2) years. Chisholm Architects was served with above litigation in March, 2023 by the General Contractor. The Owner has stated that they will not sue the A/E Team.

The object of the litigation is stucco cracks on the exterior walls of the warehouse. It has been reported as construction flaws, not design flaws.

Our Insurance Carrier recently offered \$15,000,000 to the General Contractor legal representative as a settlement. Outcome is to be determined.



Robert E. Chisholm, FAIA, NCARB
Chairman/CEO
R.E. Chisholm Architects, Inc.



7

COST DETAIL



Propose a fee schedule for use of the service and schedule of fees for completion of all the General Planning Services required.

R.E. Chisholm Architects, Inc. if selected, we commit to providing a proposed fee schedule for use and completion of all the General Planning Services as may be defined and required as per future proposed Scope of Work. (Refer to attached Exhibit H – Schedule of Fees).



Robert E. Chisholm, FAIA, NCARB
Chairman/CEO
R.E. Chisholm Architects, Inc.



8

REQUIRED FORMS



Exhibit B INFORMATION STATEMENT

Please Note: All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration) R.E. Chisholm Architects, Inc.

Address: 782 NW 42nd Ave, Suite 650

City: Miami State: FL Zip: 33126

Telephone No. (305) 661-6090 FAX No. (305) 661-200

Email: bob@chisholmarchitects.com

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
<u>1</u>	<u>7/10/2023</u>	<u>5</u>	<u>7/14/2023</u>
<u>2</u>	<u>7/10/2023</u>	<u>6</u>	<u>7/17/2023</u>
<u>3</u>	<u>7/12/2023</u>		
<u>4</u>	<u>7/12/2023</u>		

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. If this section does not apply to your bid, simply mark N/A

N/A

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the Village and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, hereby agrees that the Village shall have no liability for respondent's indirect, incidental, consequential, special or

exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings.

Submitted by:

Robert E. Chisholm, FAIA, NCARB

Name (printed)



Signature

Chairman / CEO

Title

7/31/2023

Date

EXHIBIT C

NONCOLLUSIVE AFFIDAVIT FORM

STATE OF FL

COUNTY OF Miami-Dade

Robert E. Chisholm, FAIA, NCARB, being first duly sworn deposes and says that:

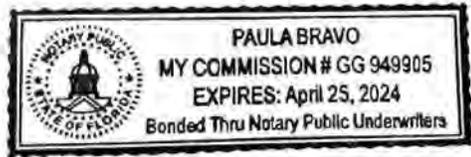
1. He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting the Proposal.
2. The Proposal is genuine and is not a collusive or sham Proposal.
3. Neither the Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, have in any way, colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Proposer, firm, or person to fix the price in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price in any other Proposer; or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage in the proposed Contract.
4. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Date: 7 / 31 / 2023

By Robert E. Chisholm, FAIA, NCARB

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared Robert E. Chisholm, an authorized representative of State of Florida, well known to me and known to me to be the person(s) described in and who executed the foregoing instrument and have acknowledged before me that they executed the same. WITNESS my hand and official seal in the County and State last aforesaid this 31st day of July, 2023.

Paula Bravo
Notary Public - State of Florida at Large



(Printed, typed or stamped commissioned name of notary public)

EXHIBIT D
DRUG-FREE WORK PLACE CERTIFICATION

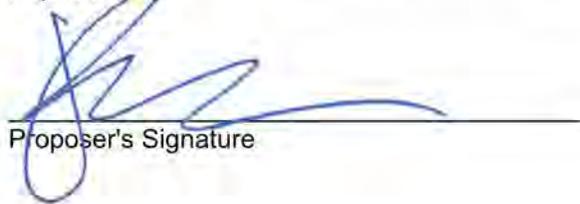
The undersigned Contractor, in accordance with Section 287.087, Florida Statutes, hereby certifies that

R.E. Chisholm Architects, Inc. does:

Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.



Proposer's Signature

7/31/2023

Date

EXHIBIT E
SCRUTINIZED VENDOR CERTIFICATION
PURSUANT TO SECTION 287.135, FLORIDA STATUTES

This sworn statement is submitted to the Village of North Palm Beach, Florida

by Robert E. Chisholm, FAIA, NCARB (Chairman / CEO)
(print individual's name and title)

for R.E. Chisholm Architects, Inc.
(print name of entity submitting sworn statement)

whose business address is 782 NW 42nd Ave, Suite 650, Miami, Florida 33126

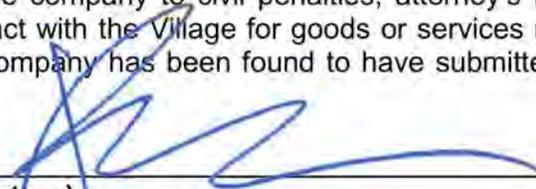
and (if applicable) its Federal Employer Identification Number (FEIN) is: 65-0131871

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: N/A)

- 1. I hereby certify that the above-named entity:
 - A. Does not participate in the boycott of Israel; and
 - B. Is not on the Scrutinized Companies that Boycott Israel List.

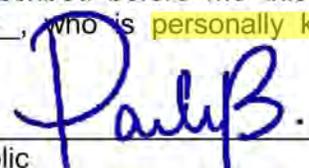
Section 287.135, Florida Statutes, prohibits the Village from contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.

As the person authorized to sign on behalf of the above-named entity, I hereby certify that the statements set forth above are true and that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees and/or costs. I further understand that any contract with the Village for goods or services may be terminated at the option of the Village if the company has been found to have submitted a false certification.



(Signature)

The foregoing document was sworn and subscribed before me this 31st day of July, 2023 by Robert E. Chisholm, FAIA, NCARB, who is **personally known** to me or produced N/A as identification.



Notary Public
My Commission Expires: April 25, 2024

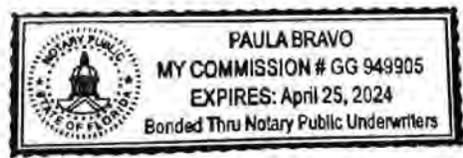


EXHIBIT F PUBLIC ENTITY CRIMES FORM

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to Village of North Palm Beach
(Print name of the public entity)

By Robert E. Chisholm, FAIA, NCARB (Chairman / CEO)
(Print individual's name and title)

for R.E. Chisholm Architects, Inc.
(Print name of entity submitting sworn statement)

Whose business address is 782 NW 42nd St, Suite 650, Miami, Florida 33126

and (if applicable) its Federal Employer Identification Number (FEIN) is 65-0131871
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any Proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, no jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - 4-1. A predecessor or successor of a person convicted of a public entity crime:
or
 - 4-2. Any entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a

joint venture with a person who has been convicted of a public entity crime in the State of Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposal applies to Proposals on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an entity.
6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (indicate which statement applies)

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

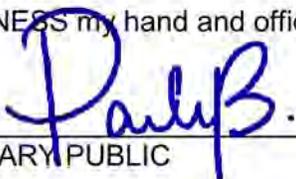
The entity submitting this sworn statement, or one or more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one of more of its officer's directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

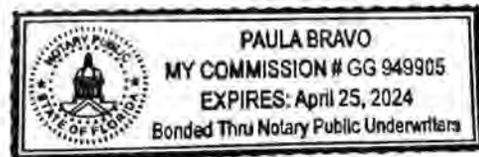
State of Florida
County of Miami-Dade

The foregoing instrument was acknowledged before me this 31st day of July, 2023 by Robert E. Chisholm of FL, who is personally known to me or who has produced N/A as identification and who did (did not) take an oath.

WITNESS my hand and official seal.



NOTARY PUBLIC



Paula Bravo

(Name of Notary Public: Print, Stamp,
or type as Commissioned)

EXHIBIT G REFERENCES

PROPOSER REFERENCES	
<p>Please submit a minimum of five references in detail; give client references who have been clients (of the Proposer) for at least one year (preferably municipal governments or other governmental agencies of similar size in Florida where your company has provided same and similar services General Planning Services). The Village may contact some of the Proposer’s current and former clients, both supplied by the Proposer and independently derived, to request that they validate the qualifications of the Proposer and the accuracy of the claims made by the Proposer in its Proposal, and that they assess the Proposal’s ability to perform the types, level and quality of services that the Village desires. All references contacted will be asked to rate those aspects of the Proposal’s performance on a scale from 0 – 5: zero (0) being poor and (5) being excellent.</p> <p style="margin-left: 40px;">Excellent: Frequently exceeds client reference’s specifications/requirements</p> <p style="margin-left: 40px;">Good: Meets client reference’s specification/requirements.</p> <p style="margin-left: 40px;">Poor: Frequently does not meet client reference’s specifications / requirements</p>	
1. CUSTOMER NAME:	Miami-Dade County Parks, Recreation and Open Spaces
CUSTOMER LOCATION:	275 NW 2nd Street, 4th Floor, Miami, Florida 33128
POPULATION, if Government:	Miami-Dade County Population: 2,763,366
CUSTOMER CONTACT PERSON :	Mr. Angel Trujillo
CUSTOMER PHONE NUMBER:	(305)755-7972
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	angel.trujillo@miamidade.gov
PROJECT DESCRIPTION:	Father Gerard Jean-Juste Community Center (2026-2019). Design Criteria Package for a new 20,000 SF multi-purpose facility.
2. CUSTOMER NAME:	Everglades Community Association
CUSTOMER LOCATION:	19308 SW 380th St, Florida City, FL 33034
POPULATION, if Government:	Florida City, FL Population: 12,735
CUSTOMER CONTACT PERSON :	Mr. Steven Kirk
CUSTOMER PHONE NUMBER:	(305)242-2142
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	kirknet@yahoo.com
PROJECT DESCRIPTION:	Everglades Farmworkers Village + Cinco de Mayo Park (1992-Current). A 112-acre project consisting of 536 units of housing, retail complex, school, childcare center, church, administrative and social services buildings and a transportation department. Aswell as a 10-acre park.
3. CUSTOMER NAME:	City of Miami
CUSTOMER LOCATION:	444 S.W. 2nd Avenue, 8th Flr, Miami, FL. 33130
POPULATION, if Government:	City of Miami Population: 439,890

CUSTOMER CONTACT PERSON :	Mr. Esteban Rubiano
CUSTOMER PHONE NUMBER:	(305)416-1211
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	erubiano@miamigov.com
PROJECT DESCRIPTION:	<u>Douglas Park Community Center (2016-Ongoing)</u> . A 15,000 SF multi-purpose facility constructed in an environmentally sensitive area and on structural piles.
4. CUSTOMER NAME:	City of Tamarac
CUSTOMER LOCATION:	7525 NW 88th Avenue, Tamarac, FL 33321
POPULATION, if Government:	
CUSTOMER CONTACT PERSON :	Mr. Dibb Machuca
CUSTOMER PHONE NUMBER:	(954)597-3570
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	dibb.machuca@tamarac.org
PROJECT DESCRIPTION:	<u>Tamarac Park Recreation and Communiity Center (2009-2010)</u> . A design/build project of a new 15,200 SF recreation building.
5. CUSTOMER NAME:	Miami-Dade County
CUSTOMER LOCATION:	111 NW 1ST ST, MIAMI, FL 33132
POPULATION, if Government:	Miami-Dade County Population: 2,763,366
CUSTOMER CONTACT PERSON :	Ms. Isabel Padron
CUSTOMER PHONE NUMBER:	(786)469-5260
CUSTOMER CONTACT FAX:	N/A
CUSTOMER CONTACT E-MAIL:	isabel.padron@miamidade.gov
PROJECT DESCRIPTION:	<u>Government Center Metro Rail Station (2019-Ongoing)</u> . Design Criteria Professional for improvements and refurbishment of Metro Rail Staion.

**EXHIBIT H
SCHEDULE OF FEES**

POSITION	HOURLY RATE

Please refer to attached Team Hourly Rates.

PROPOSER SUPPLEMENTAL INFORMATION

Please add any additional supplemental information in this section.

TEAM HOURLY RATES

R.E. CHISHOLM ARCHITECTS, INC. / ARCHITECTURE

Principal Architect	\$265.00 per hour.
Project Director / Sr. Architect	\$175.00 per hour.
Senior Manager Architect	\$155.00 per hour.
Project Manager	\$125.00 per hour.
Project Architect	\$115.00 per hour.
Staff Architect	\$105.00 per hour.
Technical / CADD Drafting	\$90.00 per hour.
Principal Engineer	\$265.00 per hour.
Project Manager / Engineer	\$155.00 per hour.
Engineering / Field Tech.	\$140.00 per hour.
Engineer Designer	\$95.00 per hour.
Construction Manager	\$105.00 per hour.
Construction Inspections	\$140.00 per hour.
Data Processing / Clerical	\$70.00 per hour.

HAMMOND & ASSOCIATES, INC. / MEP ENGINEERING

Principal	\$266.35 per hour.
Project Manager	\$164.42 per hour.
Senior Engineer	\$145.80 per hour.
Design Engineer	\$108.29 per hour.
BIM/CAD Coordinator	\$87.49 per hour.
Project Administrator	\$65.66 per hour.

BLISS & NYITRAY, INC. / STRUCTURAL ENGINEERING

Project Principal	\$225.00 per hour.
Project Manager	\$175.00 per hour.
CAD Operator	\$85.00 per hour.
Administrative Assistant	\$65.00 per hour.

KEITH & ASSOCIATES / CIVIL ENGINEERING & LANDSCAPE ARCHITECTURE

Civil Engineering

Chief Engineer	\$225.00 per hour.
Senior Engineer	\$180.00 per hour.
Engineer II	\$165.00 per hour.
Engineer I	\$150.00 per hour.
Engineering Designer III	\$145.00 per hour.
Engineering Designer II	\$135.00 per hour.
Engineering Designer I	\$125.00 per hour.
Engineering Analyst III	\$110.00 per hour.
Engineering Analyst II	\$90.00 per hour.
Engineering Analyst I	\$75.00 per hour.
Chief Utility Coordinator	\$190.00 per hour.
Senior Utility Coordinator III	\$180.00 per hour.
Senior Utility Coordinator II	\$165.00 per hour.
Senior Utility Coordinator I	\$150.00 per hour.
Utility Coordinator V	\$140.00 per hour.
Utility Coordinator IV	\$125.00 per hour.
Utility Coordinator III	\$110.00 per hour.
Utility Coordinator II	\$90.00 per hour.
Utility Coordinator I	\$75.00 per hour.

Landscape Architecture

Senior Landscape Architect	\$180.00 per hour.
Landscape Architect II	\$165.00 per hour.
Landscape Architect I	\$150.00 per hour.
Landscape Designer IV	\$155.00 per hour.
Landscape Designer III	\$145.00 per hour.
Landscape Designer II	\$135.00 per hour.
Landscape Designer I	\$125.00 per hour.
Landscape Analyst III	\$110.00 per hour.
Landscape Analyst II	\$90.00 per hour.
Landscape Analyst I	\$75.00 per hour.
Arborist	\$140.00 per hour.

SPINNAKER GROUP / LEED & COMMISSIONING

Principal	\$225.00 per hour.
Director, Commissioning	\$195.00 per hour.
Director, Building Performance	\$175.00 per hour.
Senior Commissioning Provider	\$175.00 per hour.
Commissioning Provider	\$165.00 per hour.
Sustainability Advisor	\$175.00 per hour.
Energy Analyst	\$165.00 per hour.
Administration	\$125.00 per hour.

PROGRAM CONTROLS INC. / COST ESTIMATING

Estimating & VE Manager	\$205.75 per hour.
Lead Budget Estimator	\$184.80 per hour.
GMP & Change Orders I	\$184.80 per hour.
GMP & Change Orders II	\$168.00 per hour.
Senior MP Estimator	\$153.46 per hour.
Senior Electrical Estimator	\$144.00 per hour.
Senior Cost Controls	\$162.00 per hour.
Scheduling & Claims Manager	\$203.66 per hour.
Lead Scheduler	\$165.84 per hour.
Senior Scheduler	\$151.80 per hour.
Scheduler	\$132.00 per hour.
Scheduler	\$122.40 per hour.

**VILLAGE OF NORTH PALM BEACH
PUBLIC WORKS DEPARTMENT**

TO: Honorable Mayor and Council

THRU: Chuck Huff, Village Manager

FROM: Marc Holloway, Field Operations Manager

DATE: August 24th, 2023

SUBJECT: **RESOLUTION – Accepting a proposal from D.S. Eakins Construction Corporation for installation of a stormwater pipe check valve on Country Club Drive in the amount of \$34,325 and authorizing execution of a Contract.**

Village staff has identified the challenges surrounding King Tide. The vendor will be inserting a one-way check valve to prevent salt water intrusion to the Golf course ponds. This will eliminate fish kills in the ponds as well as salt water intrusion into the associated irrigation systems.

The Village has acquired (3) three quotes for the scope of work required to complete the project:

Vendor	Total
BD Environmental Group	\$22,500.00
Hinterland Group Inc.	\$24,850.00
D.S. Eakins Construction Corp	\$34,325.00

D.S. Eakins provided the best proposal to complete the project quickly and without delays. D.S. Eakins has consistently come in under quoted pricing, and has successfully completed this scope of work with another municipality. In accordance with the Village’s purchasing policy, all purchases in excess of \$25,000 and up to \$50,000 shall be brought to Village Council on the Consent Agenda for approval.

Village Staff is recommending approval of this resolution to continue to improve and maintain Village infrastructure.

Funding Source:

The funding for this project will come from the Stormwater Utility Fund.

Account Information:

Fund	Department	Account Number	Account Description	Amount
Stormwater Utility Fund	Public Works	H7321-34684	Repair & Maintenance – Stormwater Drainage System	\$34,325.00

The attached Resolution and Contract have been prepared and/or reviewed by the Village Attorney for legal sufficiency.

Recommendation:

Village Staff requests Council consideration and approval of the attached Resolution accepting a proposal from D.S. Eakins Construction Corporation for installation of a stormwater pipe check valve on Country Club Drive in the amount of \$34,325.00, with funds expended from account number H7321-34684 (Streets & Grounds – Repair & Maintenance Stormwater Drainage System), and authorizing the Mayor and Village Clerk to execute a Contract in accordance with Village policies and procedures.

RESOLUTION 2022-_____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, ACCEPTING A PROPOSAL FROM D.S. EAKINS CONST. CORP. FOR THE INSTALLATION OF A CHECK VALVE TO PREVENT SALTWATER INTRUSION INTO THE NORTH PALM BEACH COUNTRY CLUB GOLF COURSE PONDS AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE A CONTRACT FOR SUCH SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Village solicited written quotes for the installation of a check valve on Country Club Drive to prevent saltwater intrusion into the ponds located at the North Palm Beach Country Club Golf Course; and

WHEREAS, while not the lowest cost proposal, Village Staff recommended accepting the proposal submitted by D.S. Eakins Const. Corp. due to its familiarity with the scope of work and timely performance of prior contracts; and

WHEREAS, the Village Council determines that adoption of this Resolution is in the best interests of the residents of the Village of North Palm Beach.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF NORTH PALM BEACH, FLORIDA, as follows:

Section 1. The foregoing recitals are ratified as true and incorporated herein.

Section 2. The Village Council hereby accepts the proposal from D.S. Eakins Const. Corp. for the installation of a check valve on Country Club Drive to prevent saltwater intrusion into the ponds located at the North Palm Beach Country Club Golf Course at a total cost of \$34,325.00, with funds expended from Account No. H7321-34684 (Stormwater Utility Fund – Repair and Maintenance of Stormwater Drainage System), and authorizes the Mayor and Village Clerk to execute the Contract, a copy of which is attached hereto and incorporated herein.

Section 3. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2022.

(Village Seal)

MAYOR

ATTEST:

VILLAGE CLERK

CONTRACT

This Contract is made as of this _____ day of _____, 2023, by and between the VILLAGE OF NORTH PALM BEACH, 501 U.S. Highway One, North Palm Beach, Florida 33408, a Florida municipal corporation (hereinafter "VILLAGE"), and D.S. EAKINS CONST. CORP., a Florida corporation (hereinafter "CONTRACTOR"), 1481 Kinetic Road, Lake Park, Florida 33403.

RECITALS

WHEREAS, the VILLAGE solicited quotes for the installation of a check valve on Country Club Drive to prevent saltwater intrusion into the ponds located at the North Palm Beach Country Club Golf Course ("Work"); and

WHEREAS, the VILLAGE wishes to accept the proposals submitted by CONTRACTOR, and CONTRACTOR has agreed to perform the Work in accordance with the terms and conditions of this Contract.

NOW THEREFORE, in consideration of the mutual promises set forth herein, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Recitals.

The parties agree that the recitals set forth above are true and correct and are fully incorporated herein by reference.

2. CONTRACTOR's Services and Time of Completion.

- A. CONTRACTOR shall perform the Work in accordance with its Hourly Proposal dated August 9, 2023, which is incorporated herein by reference.
- B. This Contract shall remain in effect until such time as the Work is completed, inspected and accepted by the VILLAGE, provided, however, that any obligations of a continuing nature shall survive the expiration or termination of this Contract.
- C. The total cost of the Work shall not exceed **Thirty-Four Thousand Three Hundred and Twenty-Five Dollars and No Cents (\$34,325.00)**.
- D. The services to be provided by CONTRACTOR shall be commenced subsequent to the execution and approval of this Contract by the VILLAGE and upon written notice from the VILLAGE to CONTRACTOR to proceed and shall be completed within **ninety (90) calendar days**.

3. Compensation to CONTRACTOR.

Payments by the VILLAGE to CONTRACTOR under this Contract shall not exceed the amount of compensation stated in Section 3(C) above without prior written consent of the VILLAGE. CONTRACTOR shall submit invoices to the VILLAGE for review and approval by the VILLAGE's representative, indicating that goods and services have been provided and rendered in conformity with this Contract, and they then will be sent to the Finance Department for payment. Invoices will

normally be paid within thirty (30) days following the VILLAGE representative's approval. CONTRACTOR waives consequential or incidental damages for claims, disputes or other matters in question arising out of or relating to this Contract. In order for both parties herein to close their books and records, CONTRACTOR will clearly state "final invoice" on CONTRACTOR's final/last billing to the VILLAGE. This certifies that all goods and services have been properly performed and all charges have been invoiced to the VILLAGE. Since this account will thereupon be closed, any and other further charges if not properly included in this final invoice are waived by CONTRACTOR. The VILLAGE will not be liable for any invoice from CONTRACTOR submitted thirty (30) days after the provision of all goods and services.

4. Insurance.

During the term of this Contract, CONTRACTOR shall maintain the following minimum insurance coverages and provide certificates evidencing such coverage to the Village (all insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida):

- A. CONTRACTOR shall maintain, during the life of this Contract, commercial general liability, including contractual liability insurance in the amount of \$1,000,000 per occurrence to protect CONTRACTOR from claims for damages for bodily and personal injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Contract.
- B. CONTRACTOR shall maintain, during the life of this Contract, comprehensive automobile liability insurance in the minimum amount of \$500,000 combined single limit for bodily injury and property damages liability to protect CONTRACTOR from claims for damages for bodily and personal injury, including death, as well as from claims for property damage, which may arise from the ownership, use, or maintenance of owned and non-owned automobiles, including rented automobiles.
- C. CONTRACTOR shall carry Workers' Compensation Insurance and Employer's Liability Insurance for all employees as required by Florida Statutes.
- D. All insurance, other than Worker's Compensation, Automobile and Professional Liability Insurance, to be maintained by CONTRACTOR shall specifically include the VILLAGE as an "Additional Insured".

5. Indemnification.

- A. To the fullest extent permitted by applicable laws and regulations, CONTRACTOR shall indemnify and save harmless and defend the VILLAGE, its officials, agents, servants, and employees from and against any and all claims, liability, losses, and/or causes of action arising out of or in any way related to the services furnished by CONTRACTOR pursuant to this Contract, including, but not limited to, those caused by or arising out of any act, omission, negligence or default of CONTRACTOR and/or its subcontractors, agents, servants or employees.

- B. CONTRACTOR shall not be required to indemnify the VILLAGE, its officials, agents, servants, and employees when the occurrence results solely from the wrongful acts or omissions of the VILLAGE, its officials, agents, servants, and employees. The terms of this Section shall survive completion of all services, obligations and duties provided for in this Contract as well as the termination of this Contract for any reason.
 - C. Nothing contained in this Contract shall create a contractual relationship with or a cause of action in favor of a third party against either the VILLAGE or CONTRACTOR, nor shall this Contract be construed a waiver of sovereign immunity beyond the limited waiver provided in Section 768.28, Florida Statutes.
6. Compliance with all Laws, Regulations and Ordinances.

In performing the services contemplated by this Contract, CONTRACTOR shall obtain all required permits and comply with all applicable federal, state, and local laws, regulations, and ordinances, including, but by no means limited to, all requirements of the Village Code and the Florida Building Code.

7. Warranty/Guaranty.

CONTRACTOR warrants that all Work, including goods and services, provided under this Contract will be free of defects in material and workmanship for a period of one (1) year following completion of the Work and successful final inspection or as otherwise set forth in the Estimate. Should any Work fail to comply with this warranty during the warranty period, upon written notification from the VILLAGE, CONTRACTOR shall immediately repair or replace said defective materials and/or workmanship at CONTRACTOR's sole expense. The CONTRACTOR shall provide the VILLAGE with copies of all manufacturer warranties and certify that the Work complies with the conditions set forth in such warranties, if any.

8. Access/Audits.

CONTRACTOR shall maintain adequate records to justify all charges, expenses, and costs incurred in estimating and performing services pursuant to this Contract for at least five (5) years after termination of this Contract. The VILLAGE shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at CONTRACTOR's place of business. Under no circumstances will CONTRACTOR be required to disclose any confidential or proprietary information regarding its products and service costs.

9. Protection of Work and Property.

- A. CONTRACTOR shall continuously maintain adequate protection of all Work from damage, and shall protect the VILLAGE's property and adjacent private and public property from injury or loss arising in connection with the Contract. Except for any such damage, injury, or loss, except that which may be directly due to errors caused by the VILLAGE or employees of the VILLAGE, CONTRACTOR shall provide any necessary materials to maintain such protection.
- B. Until acceptance of the Work by the VILLAGE, the VILLAGE's property shall be under the

charge and care of CONTRACTOR and CONTRACTOR shall take every necessary precaution against injury or damage to the work by the action of elements or from any other cause whatsoever, and CONTRACTOR shall repair, restore and make good, without additional Work occasioned by any of the above causes before its completion and acceptance.

- C. CONTRACTOR will also take every necessary precaution to ensure the safety of the VILLAGE, public and other guests and invitees thereof at or near the areas where work is being accomplished during and throughout the completion of all work.

10. Miscellaneous Provisions.

- A. Failure of a party to enforce or exercise any of its right(s) under this Contract shall not be deemed a waiver of that parties' right to enforce or exercise said right(s) at any time thereafter.
- B. CONTRACTOR is, and shall be, in the performance of all Work under this Contract, an Independent Contractor, and not an employee, agent, or servant of the VILLAGE. All persons engaged in any of the Work performed pursuant to this Contract shall at all times, and in all places, be subject to CONTRACTOR's sole direction, supervision, and control. CONTRACTOR shall exercise control over the means and manner in which it and its employees perform the Work.
- C. This Contract shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the Contract will be held in Palm Beach County. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof. **The parties knowingly, voluntarily and intentionally waiver any right they may have to trial by jury** with respect to any litigation arising out of this Contract.
- D. If any legal action or other proceeding is brought for the enforcement of this Contract, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Contract, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses (including taxes) even if not taxable as court awarded costs (including, without limitation, all such fees, costs and expenses incident to appeals), incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled.
- E. If any term or provision of this Contract, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, to remainder of this Contract, or the application of such terms or provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.
- F. All notices required in this Contract shall be sent by certified mail, return receipt requested, and sent to the addresses appearing on the first page of this Contract.

- G. The VILLAGE and CONTRACTOR agree that this Contract sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto. Any provision of this Contract which is of a continuing nature or imposes an obligation which extends beyond the term of this Contract shall survive its expiration or earlier termination. In the event of a conflict between this Contract and CONTRACTOR's Estimate, the terms of this Contract shall control.
- H. CONTRACTOR warrants and represents that CONTRACTOR and all subcontractors are in compliance with Section 448.095, Florida Statutes, as may be amended. CONTRACTOR has registered to use, and shall continue to use, the E-Verify System (E-Verify.gov) to electronically verify the employment eligibility of newly hired employees and has received an affidavit from each subcontractor stating that the subcontractor does not employ, contract with or subcontract with an unauthorized alien. If the VILLAGE has a good faith belief that CONTRACTOR has knowingly violated Section 448.09(1), Florida Statutes, the VILLAGE shall terminate this Contract pursuant to Section 448.095(2), Florida Statutes, as may be amended. If the VILLAGE has a good faith believe that a subcontractor has knowingly violated Section 448.09(1), Florida Statutes, but CONTRACTOR has otherwise complained, it shall notify CONTRACTOR, and CONTRACTOR shall immediately terminate its contract with the subcontractor.
- I. IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: (561) 841-3355; NPBCLERK@VILLAGE-NPB.ORG; OR 501 U.S. HIGHWAY ONE, NORTH PALM BEACH, FL 33408.

In performing services pursuant to this Contract, CONTRACTOR shall comply with all relevant provisions of Chapter 119, Florida Statutes. As required by Section 119.0701, Florida Statutes, CONTRACTOR shall:

- (1) Keep and maintain public records required by the VILLAGE to perform the service.
- (2) Upon request from the VILLAGE's custodian of public records, provide the VILLAGE with a copy the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- (3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of the Contract if the CONTRACTOR does not transfer the records to the VILLAGE.
- (4) Upon completion of the Contract, transfer, at no cost, to the VILLAGE all public records in possession of CONTRACTOR or keep and maintain public records required by the VILLAGE to perform the services. If CONTRACTOR transfers all public

records to the VILLAGE upon completion of the Contract, CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If CONTRACTOR keeps and maintains public records upon completion of the Contract, CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the VILLAGE, upon request from the VILLAGE's custodian of public records, in a format that is compatible with the information technology systems of the VILLAGE.

- J. CONTRACTOR is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Contract, and in furtherance thereof, may demand and obtain records and testimony from CONTRACTOR and its subcontractors. CONTRACTOR understands and agrees that in addition to all other remedies and consequences provided by law, the failure of CONTRACTOR or its subcontractors to fully cooperate with the Inspector General when requested may be deemed by the VILLAGE to be a material breach of the Contract justifying termination.

- K. CONTRACTOR acknowledges and agrees that a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, or subcontractor with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of thirty-six (36) months following the date of being placed on the convicted vendor list. CONTRACTOR will advise the VILLAGE immediately if it becomes aware of any violation of this statute.

- L. CONTRACTOR certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List and are not engaged in the boycott of Israel. Pursuant to Section 287.135, Florida Statutes, the VILLAGE may immediately terminate this Contract at its sole option if CONTRACTOR or any of its subcontractors are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of this Contract.

IN WITNESS WHEREOF, the VILLAGE and CONTRACTOR hereto have made and executed this Contract as of the day and year first above written.

D.S. EAKINS CONST. CORP.

By: _____

Print Name: _____

Position: _____

VILLAGE OF NORTH PALM BEACH

By: _____
DAVID NORRIS
MAYOR

ATTEST:

BY: _____
JESSICA GREEN
VILLAGE CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

BY: _____
VILLAGE ATTORNEY

VILLAGE OF NORTH PALM BEACH
 605 PROSPERITY FARMS ROAD
 NORTH PALM BEACH, FLORIDA 33408

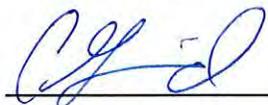
PURCHASING QUOTE DOCUMENTATION

Item to be purchased:		Date:
Installation of stormwater pipe check valve on Country Club Dr		8/15/2023
		Department:
		PUBLIC WORKS - STREETS & STORMWATER
Quote #	Vendor name, phone # & contact	Quoted Amount
1	BD Environmental	\$22,500.00
2	Hinterland Group Inc	\$24,850.00
3	D.S. Eakins Construction Corp	\$34,325.00

Vendor Selected: D.S. EAKINS CONSTRUCTION CORP

Reason: MOST FAMILIAR WITH THE SCOPE OF WORK TO BE CONDUCTED

Approved: 
 Manager Approval

Approved: 
 Department Head

Note: Attach quotes to this summary sheet



D.S. EAKINS

CONSTRUCTION CORPORATION



HOURLY PROPOSAL

To: Village of North Palm Beach
 Attn: John Gibson
 Phone: (561) 691-3443
 Email: jgibson@village-npb.org

Date: 8/9/2023
 Quote Num: 23-0028
 Page: 1 of 1

Job Location: 891 Country Club Drive, North Palm Beach, FL 33408 - Storm Check Valve
 Job Description: Install 30 Inch Diameter WaStop Check Valve in storm drain structure. Possible box modification due to length of check valve.

Dear Mr. Gibson,
 The following is a quote from D. S. Eakins Construction Corp. for the above referenced project based upon City of Palm Beach Gardens - ITB2020-124PS Contract.

Item #	Description	Quantity	Unit Price	Price
<u>Labor & Equipment</u>				
88	Construction Crew "B"	25.0	Hours @ \$350.00 Per Hour	\$8,750.00
Total Labor Estimate =				\$8,750.00
<u>Materials & Subcontractors</u>				
	30 Inch WaStop Inline Check Valve			\$22,500.00
	Miscellaneous Hardware and Materials (Allowance)			\$750.00
	10% Markup			\$2,325.00
Total Material Estimate =				\$25,575.00

***Does Not Include: Permits, Permit Fees, Survey, As-builts, Damage to Unmarked Private Lines, Milling/Overlay or Irrigation replacement/repairs.**

Respectfully,



D. Steven Eakins
 Vice President
 D. S. Eakins Construction

Total Estimate = \$34,325.00



PROPOSAL # 23-0071-01

Hinterland Group Inc.
2051 West Blue Heron Blvd
Riviera Beach, FL 33404
Info@HinterlandGroup.com

6/9/2023

Village of North Palm Beach
Attn: John Gibson
645 Prosperity Farms Road
North Palm Beach, FL 33408

Job Name: Country Club Drive Inline Check Valve Install

Item	Description	Qty	Unit	Unit Price	Extended Price
1	Mobilization	1	LS	\$ 1,350.00	\$1,350.00
2	30" Inline Check Valve Installation	1	LS	\$ 23,500.00	\$23,500.00

Grand Total: \$24,850.00

Exclusions from Scope:

1. Permitting and Bonding
2. Any major MOT required (road closures, lane closures, detours, etc.)
3. Sizes shown on plans are assumed to be correct
4. This quote does not provide any bypass or manhole lining
5. Hinterland will not be held liable for line collapse during clean and tv due to the unknown condition of existing pipe.
6. Any other work not specifically listed in inclusions above
7. Hinterland is not responsible for pipe collapse during calcium deposit removal due to unknown conditions located in host pipe

NOTE: Due to the fragile condition of the existing pipe(s), the possibility of the pipe collapsing exists during the construction phase. If this unlikely event occurs, we will provide you with an additional estimate for a necessary point repair to complete the lining process. Due to the poor condition of the original host pipe, residual settling may appear at the surface grade post lining. This condition is not covered under warranty. Unforeseen conditions can affect the amount of time to complete the work, therefore increasing or decreasing estimate.

ALL PO's/Contractual Issuances are to be emailed to: info@hinterlandgroup.com

Prepared By:

Jake Crowe
jcrowe@hinterlandgroup.com
Office: (561) 640-3503
Mobile: (803)309-7487

CGC1520354 • CUC1224634 • CBC1255077 • EC13003615



Proposal 2023647

2900 NE 7th Ave
Pompano Beach , FL 33064
(954) 876-1267
<https://bdenvironmentalgroup.com/>
accts.bdenvironmental@gmail.com

Due Date: Jun 16, 2023
Status: Proposal

Customer

Shore Court and Castlewood Drive : Village of North Palm Beach
645 Prosperity Farms Road
North Palm Beach, Florida 33408
(561) 268-7594

Service Address

Shore Court and Castlewood Drive : Village of North Palm Beach
645 Prosperity Farms Road
North Palm Beach , Florida 33408
(561) 268-7594

Notes

- This price includes all materials, shipping and labor.
- Lead time after approval is 4-6 weeks to receive valve from manufacturer.
- 50% Deposit requested.

Items	Unit Price	Quantity	Amount
Repair	22500.00	1.00	22500.00

Clean 30" outfall pipe, install 30" check valve at outfall end.

Subtotal	\$	22,500.00
Total	\$	22,500.00

Thank you for your business!

**VILLAGE OF NORTH PALM BEACH
PUBLIC WORKS DEPARTMENT**

TO: Honorable Mayor and Council
THRU: Chuck Huff, Village Manager
FROM: Keith Davis, Fleet Manager
DATE: August 24, 2023
SUBJECT: **RESOLUTION – Approval to increase the FY 2023 Blanket Purchase Order issued to AI Packer, Inc. to \$35,000**

Village Staff is recommending Village Council consideration and approval of the attached Resolution increasing the FY 2023 blanket purchase order issued to AI Packer, Inc. to \$35,000.

The Village uses AI Packer, Inc. for parts and repairs. The Village has spent \$25,000.00 with this vendor year to date on parts and repairs. The Fleet division anticipates additional repairs will be needed before the end of fiscal year 2023. These repairs are critical for the Police Department to continue to provide uninterrupted services to the residents of the Village of North Palm Beach.

In accordance with the Village’s purchasing policies and procedures, Village Council approval is required for a purchase order when the aggregate fiscal year spending to a single vendor exceeds \$25,000:

“Blanket purchase orders in excess of \$25,000 shall be approved by the Village Council, provided, however, that blanket purchase orders in excess of \$25,000 and up to \$50,000 shall be placed on the Consent Agenda.”

The attached Resolution has been prepared and/or reviewed by the Village Attorney for legal sufficiency.

Account Information:

Fund	Department / Division	Account Number	Account Description	Amount
General	Public Works/ Fleet	A5522-34610	R & M Automotive	\$35,000

Recommendation:

Village Staff requests Council consideration and approval of the attached Resolution approving a FY 2023 blanket purchase order issued to AI Packer, Inc. in the total amount of \$35,000, with funds expended from Account No. A5522-34610 (Fleet – R & M Automotive), in accordance with Village policies and procedures.

RESOLUTION 2023-_____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA APPROVING A BLANKET PURCHASE ORDER FOR THE PUBLIC WORKS DEPARTMENT WITH AL PACKER, INC. IN THE TOTAL AMOUNT OF \$35,000 FOR VEHICLE PARTS AND REPAIRS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Village's Purchasing Policies and Procedures authorize the use of blanket purchase orders for materials purchased over a certain period of time not to exceed a single fiscal year; and

WHEREAS, the Village issued a blanket purchase order to Al Packer, Inc. in the amount of \$25,000 for vehicle parts and repairs; and

WHEREAS, Village Staff estimates that an additional \$10,000 will be required for the current fiscal year, and the Village's purchasing policies and procedures require that blanket purchase orders in excess of \$25,000 and up to \$50,000 be placed on the Village Council consent agenda for approval; and

WHEREAS, the Village Council determines that the adoption of this Resolution is in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA as follows:

Section 1. The foregoing recitals are ratified as true and incorporated herein.

Section 2. The Village Council hereby approves a \$10,000 increase in the blanket purchase order issued to Al Packer, Inc. for a total amount of \$35,000 for Fiscal Year 2023, with funds expended from Account No. A5522-34610 (Public Works/Fleet – R & M Automotive).

Section 3. This Resolution shall be effective immediately upon adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2023.

(Village Seal)

MAYOR

ATTEST:

VILLAGE CLERK

VILLAGE OF NORTH PALM BEACH
VILLAGE ATTORNEY'S OFFICE

TO: Honorable Mayor and Council

THRU: Chuck Huff, Village Manager

FROM: Leonard G. Rubin, Village Attorney

DATE: August 24, 2023

SUBJECT: **ORDINANCE 2nd Reading** – Amendment to Home-Based Business Regulations to Comply with State Preemption Requirements

Through the enactment of Chapter 2021-202, Laws of Florida, the Florida Legislature adopted Section 559.955, Florida Statutes, restricting the ability of municipalities and other units of local government to regulate home-based businesses. Section 559.955, Florida Statutes, specifically prohibits the Village from enacting or enforcing any ordinance, regulation, or policy in violation of the restrictions set forth therein. It further allows any adversely affected current or prospective home-based business to file suit against the Village for a violation of the state-mandated restrictions and awards attorney's fees and costs to the prevailing party.

The attached Ordinance repeals the Village's existing regulations for home occupations and replaces them with the restrictions permitted by statute. To that end, the Ordinance adopts a new Section 17-3 to provide as follows:

- Affirms that a business may operate, in whole or part, from a residential property in compliance with the statutory regulations.
- Provides that employees who work at the residential dwelling must also reside in the dwelling, except up to two employees or residential contractors who do not reside at the dwelling may work at the business. The business may have additional remote employees.
- Affirms that parking must comply with the Village's existing parking regulations. The need for parking generated by the business may not be greater in volume than would normally be expected at a similar residence where no business is conducted. Vehicles and trailers used in connection with the business must be parked in legal parking spaces that are not located within the right-of-way (including the swale), on or over a sidewalk, or on any unimproved surfaces. Commercial vehicles, equipment, or machinery may not be visible from the street or neighboring property.
- Requires that any external modifications made to the dwelling to accommodate the business must conform to the residential character and architectural aesthetics of the neighborhood. As viewed from the street, the use of the dwelling must be consistent with the uses of the residential areas surrounding the property.
- Requires that all retail transactions be conducted inside the dwelling structure; however, other business uses and activities may occur on the property.

- Provides that the business activities must be secondary to the property's use as a residential dwelling.
- Requires home-based businesses to comply with all Village Code standards and requirements, including noise regulations, and with the standards for permitted uses and structures for the zoning district in which the business exists.
- Requires all home-based businesses to comply with all local, state, and federal regulations with the respect to the use, storage, or disposal of any corrosive, combustible, or other hazardous or flammable materials or liquids.
- Clarifies that transient accommodations (including vacation rentals) are not permitted as a home-based business except as provided elsewhere in the Code.

The state legislation allows the Village to enforce its sign regulations in the same manner as it they apply to residences where no business is conducted. Therefore, no additional signage would generally be allowed, with the potential exception of temporary signage.

The attached Ordinance has been prepared by this office and reviewed for legal sufficiency.

There is no fiscal impact.

At its August 10, 2023 meeting, the Village Council adopted the Ordinance on first reading by a unanimous vote without modification.

Recommendation:

Village Staff requests Council consideration and approval on second and final reading of the attached Ordinance amending the Village's home-based business regulations to comply with state preemption requirements in accordance with Village policies and procedures.

1 **(b)** Parking for the home-based business must comply with the provisions
2 of article II, chapter 18 of the village code. Additionally, the need for
3 parking generated by the business may not be greater in volume than
4 would normally be expected at a similar residence where no business
5 is conducted, and vehicles and trailers used in connection with the
6 business must be parked in legal parking spaces that are not located
7 within the right-of-way, on or over a sidewalk, or on any unimproved
8 surfaces at the residence.

9
10 **(c)** Parking or storage of heavy equipment at the home-based business
11 shall not be visible from the street or neighboring property. For the
12 purposes of this subsection, “heavy equipment” means commercial,
13 industrial, or agricultural vehicles, equipment, or machinery.

14
15 **(d)** External modifications made to a residential dwelling to accommodate
16 a home-based business must conform to the residential character and
17 architectural aesthetics of the neighborhood. As viewed from the street,
18 the use of the residential dwelling shall be consistent with the uses of
19 the residential areas that surround the property.

20
21 **(e)** The home-based business may not conduct retail transactions at a
22 structure other than the residential dwelling; however, incidental
23 business uses and activities may be conducted at the residential
24 property.

25
26 **(f)** The activities of the home-based business shall be secondary to the
27 property’s use as a residential dwelling.

28
29 **(g)** To that extent not inconsistent with the requirements of this section, all
30 business uses and activities must comply with all village code standards
31 and requirements, including the applicable noise regulations, and with
32 the standards for permitted uses and structures for the zoning district in
33 which the home-based business exists.

34
35 **(h)** All business activities shall comply with any relevant local, state, and
36 federal regulations with respect to the use, storage, or disposal of any
37 corrosive, combustible, or other hazardous or flammable materials or
38 liquids.

39
40 **(i)** Transient accommodations are not permitted as a home-based business
41 except as expressly provided elsewhere in the village code.

42
43 ~~(a) — Home occupations as permitted uses. Home occupations shall be permitted~~
44 ~~uses within R-1 Single family Dwelling District, R-2 Multiple family~~
45 ~~Dwelling District, R-3 Apartment Dwelling District, C-MU and C-3 mixed-~~
46 ~~use districts, and mixed-use Residential/Commercial PUDs.~~

1 ~~(b) — *Definition.* Home occupation is defined to mean any activity for which a~~
2 ~~business tax receipt of the Village of North Palm Beach is required by law,~~
3 ~~which is conducted within a dwelling unit in a residential district.~~

4
5 ~~(c) — *Business tax receipt required.* It shall be a violation for any person to conduct~~
6 ~~a home occupation without first obtaining a business tax receipt therefor issued~~
7 ~~by the village. The community development department may impose~~
8 ~~reasonable conditions upon a business tax receipt issued for~~
9 ~~a home occupation for the purpose of insuring compliance with the standards~~
10 ~~set forth in subsection (d).~~

11
12 ~~(d) — *Standards.* Prior to the issuance of a business tax receipt and as continuing~~
13 ~~operational standards, home occupations shall comply with the following:~~

14
15 ~~(1) — No person shall be employed in a home occupation who is not a~~
16 ~~permanent domiciliary resident of the dwelling unit in which~~
17 ~~the home occupation exists.~~

18
19 ~~(2) — The floor area within a dwelling unit devoted to~~
20 ~~a home occupation shall not exceed twenty five (25) percent of the~~
21 ~~gross floor area of the dwelling unit excluding porches, garages,~~
22 ~~carports and other areas which are not considered living area.~~

23
24 ~~(3) — The activities of a home occupation shall occur entirely within the~~
25 ~~dwelling unit, excluding accessory structures such as garages, carports~~
26 ~~and sheds.~~

27
28 ~~(4) — There shall be no external evidence of the existence of~~
29 ~~a home occupation within a dwelling unit. Signs, displays, off street~~
30 ~~parking areas other than driveways normally required for residential~~
31 ~~use, or other advertising of any kind are prohibited.~~

32
33 ~~(5) — No tangible goods or services of any kind shall be sold or transferred~~
34 ~~to a customer, consumer or client on the premises of~~
35 ~~a home occupation, excluding facsimile machine, telephone and /or~~
36 ~~postal transactions.~~

37
38 ~~(6) — A home occupation shall not create noise, vibration, glare, fumes,~~
39 ~~odors, dust, smoke or electromagnetic disturbances. No equipment or~~
40 ~~processes shall be used which create visual or audible interference in~~
41 ~~any radio or television receiver located nearby. No chemicals or~~
42 ~~chemical equipment shall be used, except those that are used for~~
43 ~~domestic or household purposes. No motor or engine power, other than~~
44 ~~electrically operated motors, shall be used in conjunction with~~
45 ~~such home occupation and the total horsepower of such permitted~~
46 ~~electrical motors shall not exceed three (3) horsepower, or one~~
47 ~~horsepower for any single motor.~~
48

- 1 (7) ~~Vehicular and pedestrian traffic shall not be generated by~~
2 ~~a home occupation in a greater volume or a different vehicle type than~~
3 ~~the traffic typical in a residential neighborhood in the village.~~
4
5 (8) ~~Deliveries of any kind required by and made to the premises of~~
6 ~~a home occupation shall not exceed one business delivery per day.~~
7
8 (9) ~~The giving of art, music or other instructions or lessons shall be limited~~
9 ~~to not more than two (2) persons at any one time.~~
10
11 (10) ~~Outdoor storage or any materials shall not be permitted.~~
12
13 (11) ~~The use of the premises for the home occupation shall be clearly~~
14 ~~incidental and subordinate to its use for residential purposes by~~
15 ~~its occupants, and shall, under no circumstances, change the residential~~
16 ~~character thereof.~~
17
18 (e) ~~*Affidavit of applicant required.* An applicant for a business tax receipt for~~
19 ~~a home occupation shall at the time of application file an affidavit wherein the~~
20 ~~applicant:~~
21 (1) ~~Agrees to comply with the standards set forth in this section;~~
22
23 (2) ~~Agrees to comply with the conditions imposed by the department to~~
24 ~~insure compliance with such standards;~~
25
26 (3) ~~Acknowledges that a departure therefrom may result in a suspension or~~
27 ~~termination of the business tax receipt; and~~
28
29 (4) ~~Acknowledges that the village shall have the right to reasonably inspect~~
30 ~~the premises upon which the home occupation is conducted to insure~~
31 ~~compliance with the foregoing standards and conditions, and to~~
32 ~~investigate complaints, if, any, from neighbors.~~
33
34 (f) ~~*Violation of standards or conditions deemed a Code violation.* Failure by~~
35 ~~a home occupation licensee to comply with the standards of this section and~~
36 ~~with the conditions imposed by the department shall be deemed a violation of~~
37 ~~this Code.~~
38
39 (g) ~~*Appeals.* An applicant for a business tax receipt whose application is denied~~
40 ~~for failure to meet the standards set forth in this section or who objects to any~~
41 ~~conditions imposed by the department may appeal the reasonableness of either~~
42 ~~to the zoning board of adjustment which may direct that the receipt be issued~~
43 ~~with or without conditions or may modify, add to or delete the imposed~~
44 ~~conditions.~~
45
46 (h) ~~*Repeal of ordinances.* All ordinances or parts of ordinances in conflict~~
47 ~~herewith are hereby repealed.~~
48

1 (i) ~~Effective date. This section [Ordinance No. 2-95] shall be effective upon the~~
2 ~~date of passage.~~

3
4 Section 3. The provisions of this Ordinance shall become and be made part of the Code of
5 Ordinances for the Village of North Palm Beach, Florida.

6
7 Section 4. If any section, paragraph, sentence, clause, phrase, or word of this Ordinances is for
8 any reason held by a court of competent jurisdiction to be unconstitutional, inoperative, or void, such
9 holding shall not affect the remainder of the Ordinance.

10
11 Section 5. All ordinances and resolutions, or parts of ordinances and resolutions, in conflict
12 herewith are hereby repealed to the extent of such conflict.

13
14 Section 6. This Ordinance shall be effective immediately upon adoption.

15
16 PLACED ON FIRST READING THIS _____ DAY OF _____, 2023.

17
18 PLACED ON SECOND, FINAL READING AND PASSED THIS _____ DAY OF _____,
19 2023.

20
21
22 (Village Seal)

MAYOR

23
24
25
26 ATTEST:

27
28 _____

VILLAGE CLERK

29
30
31 APPROVED AS TO FORM AND
32 LEGAL SUFFICIENCY:

33
34 _____

VILLAGE ATTORNEY

35

**VILLAGE OF NORTH PALM BEACH
COMMUNITY DEVELOPMENT DEPARTMENT**

TO: Honorable Mayor and Council

THRU: Chuck Huff, Village Manager

FROM: Caryn Gardner-Young, Community Development Director

DATE: August 24, 2023

SUBJECT: **ORDINANCE 2nd and Final Reading** – Amendments to Article III, “District Regulations” of Appendix C (Chapter 45) of the Village Code of Ordinances by adopting a new section Section 45-29 “Artificial Turf/Synthetic Grass, which will provide for permitted locations, material standards and specifications as well as regulations for installation, maintenance, and repair.

Background:

Many homeowners are turning to artificial turf as a means of replacing all or part of their existing lawns with a similar green surface that does not require irrigation or growth management. The Village has received code enforcement complaints regarding the installation of artificial turf without a permit. Other residents have inquired about the approval process to install artificial turf. Right now, because the Code is silent, Staff has been hesitant in permitting artificial turf. The Ad Hoc Committee and Planning Commission were directed by the Village Council to consider Artificial Turf regulations. Further, the Village has received a request from a resident to consider adoption of Artificial Turf regulations. The proposed Ordinance takes into consideration the opinions and recommendations from these Village bodies as well as the North Palm Beach residents.

This analysis will probe the pros and cons of artificial turf and provide common artificial turf issues and how these issues are addressed by the proposed Ordinance. Additionally, by examining how other Florida municipalities regulate artificial turf within their Codes, the Village can gain insight toward evaluating the permitting criteria of this product.

ARTIFICIAL TURF ADVANTAGES/DISADVANTAGES AND ISSUES

Both live plant and artificial turf presents advantages and disadvantages. The following is a summary of these considerations for artificial turf.

Artificial Turf	
Advantages	Disadvantages
Requires relatively low maintenance	Eventually deteriorates due to wear and tear; requires upkeep
Requires considerably less water use than natural grass	The manufacture and composition of synthetic turf together with reduction in living plant material, could increase the community’s carbon footprint

Higher grade quality products have better aesthetics and look more like real grass	May trap heat, creating “heat islands”
One-time installation cost	Cost for installation may be more than a grass lawn
People are less allergic to artificial turf than grass lawns	Some claim that the look of artificial turf is not the same as live landscaping. Thus, it does not maintain the natural look of the Village.
Fertilizers, insecticides and weed killers are not used	Artificial turf generally impedes the natural breakdown of pathogens so periodic disinfection may be required with corollary environmental issues.

Artificial Turf Issues	
Issue	Comments
Toxicity: Some artificial turf includes silicon and rubber recycled from used tires. These may contain heavy metals that can leach into ground water, where the Village obtains much of its water supply. Lead content has been an issue with some manufactures	The proposed Ordinance is requiring materials to be limited to organic materials and sand with non-toxic coating, must be lead free and all materials must be disposable under normal conditions at any U.S. landfill station.
Drainage/runoff: Generally less permeable than natural lawns, artificial turf provides less opportunity for rainwater to recharge the local aquifer and places a corollary increase in load on the Village’s storm drain system.	The proposed Ordinance requires proper drainage to prevent excess runoff or pooling of water and requires a minimum permeability of 30 inches per hour.
Maintenance: Although properly installed artificial turf requires relatively low maintenance, it eventually deteriorates from exposure to the elements and wear.	The proposed Ordinance requires the turf to be maintained and requires replacement if it falls into disrepair.
Materials: Not all manufacturers use the same or high-end artificial turf materials	The proposed Ordinance requires a 15-year manufacturer’s warranty.
Impacts: Artificial turf could impact structures or live materials in its proximity.	The propose Ordinance requires a barrier around live plantings and it cannot be attached directly to or placed on a seawall or seawall cap.

COMPARISON OF LOCAL ARTIFICIAL TURF ORDINANCES

Upon reviewing Artificial Turf ordinances from other Florida municipalities, the following topics are key factors to consider: defining turf as pervious or impervious, outlining the design and material criteria for landscaping, citing standards for installing the product, setting requirements for maintaining turf in good condition, and determining the permitting process for artificial turf. Among eight different Florida municipalities and their artificial turf ordinances, some have established similar methods of regulating the landscaping product. The majority have identified synthetic turf as impervious to distinguish between living and non-living material.

As for the design and material standards for artificial turf, ordinances may require a minimum number of years under a no fade warranty, the product must also be lead-free, flame retardant, possess pile infill, and a certain pile height. Some of these ordinances specifically reference the artificial material must be

manufactured from polyethylene monofilament with pile fibers height ranging from a minimum height of 1.5 inches to a maximum height of 2.5 inches. The infill medium may also be specified. Needless to say, the artificial turf needs to be green to maintain a natural appearance. Following standards for the material and design of the product, the installation and maintenance practices are vital for preserving the desired natural aesthetic.

The installation aspects for artificial turf may refer to designated areas for artificial turf, and the methods used to ensure the material is securely anchored at all edges and seems. Meanwhile, only some Florida municipalities require the installation be completed by a licensed professional, or at a minimum must be installed according to the manufacturer's specifications. Additional requirements for installation entail installation outside the drip line of any tree, the separation of living and nonliving landscape, and site drainage must be provided underneath the artificial turf. Given that the Village is home to three miles of shore, the turf ordinance should be mindful of distancing artificial turf installations from bodies of water and natural features (such as wetlands, lakes, ponds, canals, swales, etc.). Once the product is installed, the property owner needs to maintain the artificial turf in good, clean condition and cannot have holes, tears, discoloration, seam separations, or excessive wear. If the turf must be replaced, then it should be with like material to blend in with the existing turf. Routine maintenance must be free of weeds, debris, odors, impressions, and flat or matted areas. Code Enforcement can review and enforce the maintenance of the artificial turf as needed, and in necessary cases the Village may get involved with the removal of turf if Code Enforcement violations are not resolved.

Proposed Text Amendments

Sec. 45-29. Artificial turf/synthetic grass.

- (a) Locations permitted.
 - (1) Artificial turf (also referred to as synthetic grass) shall only be permitted on lots improved with a single-family or two-family dwelling.
 - (2) Artificial turf is limited to rear and side yards.
 - (3) Artificial turf shall not be permitted in the front yard or in any area visible from a public right-of-way (even if in the rear or side yard), unless it is placed in between paver blocks or similar materials in a manner where the area for the artificial turf does not exceed four (4) inches in width and it does not exceed fifty (50) percent of the total area using the paver blocks or similar materials. Screening, as approved by the community development department, may be used in order to comply with visibility requirement.
 - (4) No artificial turf shall be placed in any public right-of-way.
- (b) Minimum material standards. All artificial turf shall comply with the following minimum standards:
 - (1) Artificial turf shall consist of green lifelike individual blades of grass that emulate natural turf in look and color, as approved by the Village building official, and shall have a minimum pile height of one and one-half (1-1/2) inches, unless otherwise approved by the Village building official, and shall have a minimum tufted weight of fifty-six (56) ounces per square yard.

Putting greens shall be permitted with a minimum pile height of one-quarter (1/4) inch; however, putting greens shall be located in the rear yard only, shall not count toward the minimum landscaped area as set forth in subsection (e) below and shall require submission of a drainage plan along with the building permit application.

- (2) Artificial turf installations shall have a minimum permeability of thirty (30) inches per hour per square yard.
 - (3) All artificial turf shall have a minimum fifteen (15) year manufacturer's warranty that protects against color fading and a decrease in pile height.
 - (4) Artificial turf shall be lead-free.
 - (5) All materials must include test documentation which declares that the artificial turf yarn and backing materials are disposable under normal conditions, at any U.S. landfill station (Total Content Leach Protocol (TCLP) test).
 - (6) The use of indoor or outdoor carpeting as a replacement for artificial turf or natural turf shall be prohibited.
 - (7) Infill materials for artificial turf are limited to organic materials and sand with a non-toxic coating.
- (c) *Installation, maintenance, and repair.*
- (1) All artificial turf shall, at a minimum, be installed according to the manufacturer's specifications.
 - (2) All artificial turf installations shall be anchored to ensure that the turf withstands the effects of wind.
 - (3) All seams shall be nailed and glued, not sewn, and edges shall be trimmed to fit against all regular and irregular edges to resemble a natural look.
 - (4) If artificial turf is planned to be installed immediately adjacent to a seawall, the artificial turf shall be pinned or staked behind the seawall. No artificial turf or installation mechanism shall be attached directly to or placed on a seawall or seawall cap.
 - (5) Proper drainage shall be provided for all artificial turf installations to prevent excess runoff or the pooling of water.
 - (6) Artificial turf shall be visually level, with the grain pointing in a single direction.
 - (7) An appropriate barrier device (e.g., concrete mow strip, bender board, brick pavers, river rock, landscaping) is required to separate artificial turf from soil and live vegetation.

- (8) Precautions for installation around existing trees shall be monitored and may be restricted to ensure tree roots are not damaged with the installation of the base material and that the overall health of the tree will not be compromised.
- (9) All artificial turf shall be maintained in a green, fadeless condition free of dirt, mud, stains, weeds, debris, tears, holes, and impressions. Maintenance shall include, but not be limited to cleaning, brushing and debris removal; repairing of depressions and ruts to maintain a visually-level surface; elimination of any odors, flat or matted areas, weeds, and evasive roots; and all edges of the artificial turf shall not be loose and must be maintained with appropriate edging or stakes.
- (10) All artificial turf must be replaced if it falls into disrepair with fading or holes or loose areas. Replacement and/or repairs shall be performed with like for like materials from the same manufacturer, if possible, and done so in a manner that results in a repair that blends in with the existing artificial turf.
- (11) An owner or applicant shall obtain a building permit from the community development department prior to the installation of any artificial turf.
- (12) The village or other public entity or utility company may remove artificial turf located within an easement at any time for any reason, including, but not limited to, providing underground access for utility work. The property owner shall bear and pay any and all costs to replace or reinstall the artificial turf.

(d) Existing artificial turf. For those properties where artificial turf is currently installed and the artificial turf does not meet the requirements of this section, full compliance shall be required when the existing artificial turf is replaced.

(e) Pervious area. Artificial turf installed in compliance with the requirements of this section shall be considered as one hundred percent (100%) pervious area and shall count toward the required minimum landscaped area.

Legal Review

The attached Ordinance has been prepared/reviewed by the Village Attorney for legal sufficiency.

Fiscal Impacts

N/A

First Reading

At its June 22, 2023 meeting, the Village Council approved the Ordinance on first reading by a vote of 3-0. Due to a concerns raised by the Village Council, Section 45-29(b)(6) has been amended to remove the reference to plastic or nylon and now reads as follows:

“The use of indoor or outdoor carpeting as a replacement for artificial turf or natural turf is prohibited.”

Council also questioned to the necessity of Section 45-29(c)(5), which provides that “proper drainage shall be provided for all artificial turf installations to prevent excess runoff or the pooling of water.” While the Ordinance already requires that artificial turf installation have a minimum permeability of thirty (30) inches per hour per square yard, Village Staff recommends leaving the language as drafted to provide an additional enforcement mechanism in the event the artificial turf fails to meet the required permeability rate due to manufacturing or installation issues.

Environmental Committee

On August 7, 2023, the Environmental Committee considered the Ordinance and voted unanimously to recommend denial of the Ordinance. Attached is information provided by Environmental Committee members.

Recommendation:

Village Staff recommends Village Council consideration and approval on second and final reading of the attached Ordinance to add Section 45-29 to the Village Code of Ordinance to provide for permitted locations, material standards and specifications as well as regulations for installation, maintenance, and repair of Artificial/Synthetic Turf.

1 (2) Artificial turf is limited to rear and side yards.

2
3 (3) Artificial turf shall not be permitted in the front yard or in any area
4 visible from a public right-of-way (even if in the rear or side yard),
5 unless it is placed in between paver blocks or similar materials in a
6 manner where the area for the artificial turf does not exceed four (4)
7 inches in width and it does not exceed fifty (50) percent of the total area
8 using the paver blocks or similar materials. Screening, as approved by
9 the community development department, may be used in order to
10 comply with visibility requirement.

11
12 (4) No artificial turf shall be placed in any public right-of-way.

13
14 (b) Minimum material standards. All artificial turf shall comply with the
15 following minimum standards:

16
17 (1) Artificial turf shall consist of green lifelike individual blades of grass
18 that emulate natural turf in look and color, as approved by the Village
19 building official, and shall have a minimum pile height of one and one-
20 half (1-1/2) inches, unless otherwise approved by the Village building
21 official, and shall have a minimum tufted weight of fifty-six (56)
22 ounces per square yard. Putting greens shall be permitted with a
23 minimum pile height of one-quarter (1/4) inch; however, putting greens
24 shall be located in the rear yard only, shall not count toward the
25 minimum landscaped area as set forth in subsection (e) below and shall
26 require submission of a drainage plan along with the building permit
27 application.

28
29 (2) Artificial turf installations shall have a minimum permeability of thirty
30 (30) inches per hour per square yard.

31
32 (3) All artificial turf shall have a minimum fifteen (15) year manufacturer's
33 warranty that protects against color fading and a decrease in pile height.

34
35 (4) Artificial turf shall be lead-free.

36
37 (5) All materials must include test documentation which declares that the
38 artificial turf yarn and backing materials are disposable under normal
39 conditions, at any U.S. landfill station (Total Content Leach Protocol
40 (TCLP) test).

41
42 (6) The use of indoor or outdoor carpeting as a replacement for artificial
43 turf or natural turf shall be prohibited.

44
45 (7) Infill materials for artificial turf are limited to organic materials and
46 sand with a non-toxic coating.

1 (c) Installation, maintenance, and repair.

2
3 (1) All artificial turf shall, at a minimum, be installed according to the
4 manufacturer's specifications.

5
6 (2) All artificial turf installations shall be anchored to ensure that the turf
7 withstands the effects of wind.

8
9 (3) All seams shall be nailed and glued, not sewn, and edges shall be
10 trimmed to fit against all regular and irregular edges to resemble a
11 natural look.

12
13 (4) If artificial turf is planned to be installed immediately adjacent to a
14 seawall, the artificial turf shall be pinned or staked behind the seawall.
15 No artificial turf or installation mechanism shall be attached directly to
16 or placed on a seawall or seawall cap.

17
18 (5) Proper drainage shall be provided for all artificial turf installations to
19 prevent excess runoff or the pooling of water.

20
21 (6) Artificial turf shall be visually level, with the grain pointing in a single
22 direction.

23
24 (7) An appropriate barrier device (e.g., concrete mow strip, bender board,
25 brick pavers, river rock, landscaping) is required to separate artificial
26 turf from soil and live vegetation.

27
28 (8) Precautions for installation around existing trees shall be monitored and
29 may be restricted to ensure tree roots are not damaged with the
30 installation of the base material and that the overall health of the tree
31 will not be compromised.

32
33 (9) All artificial turf shall be maintained in a green, fadeless condition free
34 of dirt, mud, stains, weeds, debris, tears, holes, and impressions.
35 Maintenance shall include, but not be limited to cleaning, brushing and
36 debris removal; repairing of depressions and ruts to maintain a visually-
37 level surface; elimination of any odors, flat or matted areas, weeds, and
38 evasive roots; and all edges of the artificial turf shall not be loose and
39 must be maintained with appropriate edging or stakes.

40
41 (10) All artificial turf must be replaced if it falls into disrepair with fading
42 or holes or loose areas. Replacement and/or repairs shall be performed
43 with like for like materials from the same manufacturer, if possible, and
44 done so in a manner that results in a repair that blends in with the
45 existing artificial turf.

46
47 (11) An owner or applicant shall obtain a building permit from the
48 community development department prior to the installation of any
49 artificial turf.

1
2 (12) The village or other public entity or utility company may remove
3 artificial turf located within an easement at any time for any reason,
4 including, but not limited to, providing underground access for utility
5 work. The property owner shall bear and pay any and all costs to
6 replace or reinstall the artificial turf.

7
8 (d) Existing artificial turf. For those properties where artificial turf is
9 currently installed and the artificial turf does not meet the requirements of this section,
10 full compliance shall be required when the existing artificial turf is replaced.

11
12 (e) Pervious area. Artificial turf installed in compliance with the
13 requirements of this section shall be considered as one hundred percent (100%)
14 pervious area and shall count toward the required minimum landscaped area.

15
16 Section 3. The provisions of this Ordinance shall become and be made a part of the Code of the
17 Village of North Palm Beach, Florida.

18
19 Section 4. If any section, paragraph, sentence, clause, phrase, or word of this Ordinance is for
20 any reason held by a court of competent jurisdiction to be unconstitutional, inoperative, or void, such
21 holding shall not affect the remainder of the Ordinance.

22
23 Section 5. All ordinances or parts of ordinances in conflict with this Ordinance are hereby
24 repealed to the extent of such conflict.

25
26 Section 6. This Ordinance shall become effective immediately upon adoption.

27
28 PLACED ON FIRST READING THIS 22nd DAY OF JUNE, 2023.

29
30 PLACED ON SECOND, FINAL READING AND PASSED THIS 24th DAY OF AUGUST, 2023.

31
32
33 (Village Seal)

MAYOR

34
35
36
37 ATTEST:

38
39 _____
40 VILLAGE CLERK

41
42
43 APPROVED AS TO FORM AND
44 LEGAL SUFFICIENCY:

45
46 _____
47 VILLAGE ATTORNEY

Synthetic Turfgrass and the Nine Principles of Florida-Friendly Landscaping™¹

Jason Kruse, Bryan Unruh, Jennifer Marvin, Tom Wichman, Lynn Barber, Norma Samuel, John Bossart, Claire Lewis, and Esen Momol²

Introduction

Homeowners in Florida are offered many different species and cultivars of natural turfgrass to consider for their lawns, each offering varying levels of shade, maintenance, water, disease, and pest resistance, as well as differences in color, texture, and overall aesthetics. Recent additions to the list of available turfgrasses have benefited from extensive breeding programs to develop cultivars that need fewer inputs (e.g., water and fertilizer), have fewer pest problems, and require less mowing, all traits that contribute to their appropriate use in Florida-Friendly Landscaping™ (FFL) (Momol et al. 2021).

However, in addition to these living turf options, some homeowners replace natural turfgrass with synthetic turf, also referred to as artificial turf. Originally developed as a durable, low-maintenance playground surface, synthetic turf is a manufactured product that utilizes synthetic fibers that mimic the aesthetic look of natural grass. Essentially outdoor carpet, artificial turf is typically composed of nylon, polypropylene, or polyethylene fibers connected to a reinforced backing material. While designed to imitate the look of natural turf, synthetic turf does not provide the

ecosystem benefits of a natural turf system. This publication examines the properties of synthetic turf in relation to each of FFL's nine principles.

Florida-Friendly Landscaping™: The Nine Program Principles

FFL protects Florida's natural resources by conserving water, reducing waste and pollution, creating wildlife habitat, and preventing runoff and erosion (Momol et al. 2021). Landscapes in Florida can be Florida-Friendly if designed and maintained according to the nine Florida-Friendly Landscaping™ principles (FYN Handbook 2015). Each of the nine Florida-Friendly Landscaping™ principles are evaluated below as they relate to living turfgrass and its potential replacement by synthetic turf.

1. Right Plant, Right Place: FFL's mission is to provide science-based information for creating resilient, sustainable landscapes of living plants that have been specifically selected and appropriately installed so that they require little or no irrigation, fertilizer, or pesticide. Because synthetic turf is not alive, it does not meet the criteria

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of a plant choice for an FFL landscape. As a living plant, natural turfgrass plays an important role in cooling the environment that synthetic turf cannot. Average surface temperatures of a natural turfgrass lawn have been reported to be as much as 70°F cooler than a dormant brown lawn and as much as 100°F cooler than synthetic turf surfaces. Higher surface temperatures increase the surrounding air temperatures and result in an increase in the energy required for mechanical cooling of adjacent homes and buildings. Caludio (2008) describes heat island effects generated by larger installations of synthetic turf. Living turfgrass also provides a root zone, which helps to filter and slow runoff and stop erosion. Synthetic turf cannot do this, because part of its installation requires compacting the earth below, increasing runoff beneath the synthetic turf.

2. Water Efficiently: Synthetic turf systems do not require supplemental irrigation; however, installations may require water use for different reasons. As mentioned above, synthetic turf can become excessively hot, with one author (Kruse) measuring surface temperatures on synthetic turf as high as 160°F. Because of these high temperatures, it is common for users to spray the surface with water to cool it for use, which may negate some of the perceived benefit from the system not requiring “irrigation.” In addition, many manufacturers recommend weekly wash downs of the artificial turf surface to remove contaminants such as dust and pet waste and its odor. These washings, especially those to remove pet urine, often use quite a bit of water because the waste must pass through the artificial turf, the underlying substrate, and the weed barrier before being carried away. This wash water will generally not infiltrate into the ground below because of soil compaction conducted before installation of the synthetic turf. As noted in *The Ultimate Artificial Grass Maintenance Guide* (neograss.co.uk):

If your lawn has not been installed on a free-draining sub-base, then you may need to purchase one of the many artificial grass cleaning products available on the market that will remove the smell of urine and sanitize your lawn.

Living turf, on the other hand, helps cool the environment, absorbs pet urine, and does not require washing to remove odors or dust. Once established, living turf needs minimal water during times of drought.

3. Fertilize Appropriately: Synthetic turf systems do not require fertilization. However, the lack of a root system and its associated microbial community in synthetic

turf systems eliminates the water filtration benefit that is gained through the installation of a living turfgrass system.

- 4. Mulch:** In an FFL landscape, mulch is often incorporated within ornamental beds and around shrubs to maintain soil moisture and control weed growth. However, mulch application is not applicable to synthetic turf systems.
- 5. Attract Wildlife:** An FFL landscape will often incorporate elements that attract wildlife, including the installation of host and pollinator plants to attract butterflies and native bees, as well as mixes of shrubs and trees that provide food, cover, and nesting opportunities for birds and other wildlife. This effect is amplified when natural wildlife preserves, and other green areas are adjacent or nearby. Research has shown that turfgrass lawns support an abundance of beneficial arthropods, such as beetles, bees and wasps, as well as worms, which in turn support larger wildlife such as birds and other ground-feeding wildlife (Shimat et al. 2020). Synthetic turf does not offer any benefits that attract or support wildlife.
- 6. Manage Yard Pests Responsibly:** A fundamental component of FFL is using the appropriate combinations of plants (see FFL Principle No. 1: Right Plant, Right Place) maintained through proper irrigation and fertilizer protocols, so that yard pests are controlled with little or even no need for pesticide application. This holistic pest management approach forms the basis of integrated pest management, or IPM. As discussed above, while synthetic turf plays no role in attracting or supporting wildlife, it also does not contribute to the mix and balance of landscaping plants that promote IPM.
- 7. Recycle Yard Waste:** FFL promotes the recycling of yard and landscape clippings into mulch and compost. This not only reduces the amount of yard waste that must be picked up curbside and transported for disposal, but yard waste converted to compost and used as fertilizer decreases the need for a homeowner to buy other fertilizers, especially synthetic fertilizers. Because synthetic turf is primarily plastic, it does not directly generate yard waste such as leaf litter and clippings, although falling leaves that accumulate on the synthetic turf must still be removed to prevent wear and tear. More importantly, however, synthetic turf has a finite life span, perhaps 10 to 20 years depending on the quality of ongoing care including rinsing, removing leaves, and sanitizing. At the end of its life, the synthetic turf will need to be removed and replaced, with the ultimate disposal of the old synthetic turf most likely in a landfill.

8. Reduce Stormwater Runoff: The primary base construction for synthetic turf systems in residential landscapes involves removal of a portion (2"–3") of the topsoil followed by heavy compaction of the remaining soil to establish a firm, uniform base on which to install the synthetic turf product. This compaction reduces soil infiltration rates and increases the risk of runoff from the landscape. While it may be possible to use rain gardens, berms, and swales to retain runoff on the property, there remains a significant risk of increased runoff when compared to natural turfgrass, which has been shown to increase soil infiltration rates. A recent study by Simpson and Francis (2021) demonstrated that synthetic turf lawns had more runoff and decreased water retention compared to living turf lawns. A similar study (Chang et al. 2021) found that living turf provided greater runoff control than synthetic turf.

- a. In addition to runoff volume, synthetic turf runoff has been shown to contain zinc in concentrations that pose a potential risk to surface waters and aquatic organisms (Connecticut Department of Environmental Protection 2010). Another synthetic turf study in New York found that runoff water from rain or from spraying or misting contained some 25 different chemical species and four metals (zinc, selenium, lead, and cadmium) that were released into water from the rubber infill incorporated into the synthetic turf (Claudio 2008).
- b. In contrast to synthetic turf, a healthy, established natural turf system consists not only of the dense cover of the aboveground grass blades, but also an underlying deep, intricately intertwined root zone that can filter and absorb contaminants. Natural turf installations improve soil structure over time and as a result enhance water filtration and infiltration into the soil. A robust root zone with healthy soil will also absorb dissolved nutrients, decrease nutrient leaching into the underlying ground water, and sequester carbon. Because, by definition, synthetic turf systems do not consist of plant material, they have no capacity to provide these same ecosystem services as a living turf.

9. Protect the Waterfront: Synthetic turf systems lack the soil-stabilizing benefits offered by the rootzones of flood-tolerant plants that are typically found along the edges of water bodies. The presence of these plants protects the shoreline from erosion and has been documented as having a significant impact in reducing the concentration and amount of contaminants that enter bodies of water

through stormwater runoff. Installation of a synthetic turf system along the edge of a water body increases the risk of soil erosion due to the lack of an established soil-stabilizing rootzone. In addition, the increased risk of runoff due to compaction of the soils during installation will increase the risk of pollutants reaching the water body that may have otherwise been caught/filtered out by the natural turfgrass system.

Conclusions

Protecting and preserving Florida's water resources through sustainable landscaping practices on living landscapes is the primary focus of the Florida-Friendly Landscaping™ Program. It strives to achieve this goal through implementation of nine principles designed to reduce the environmental impact of urban landscapes while creating wildlife habitat, preventing erosion, and reducing landscape-based contributions to landfills. When considering the use of a synthetic turf system in the urban landscape, it is important to understand all the potential environmental impacts. Synthetic turf systems have not been shown to improve or create wildlife habitat, do not improve groundwater recharge, can heat excessively in the sun and, in more extensive installations, can cause a substantial heat island effect. In addition, synthetic turf generates higher stormwater runoff than natural turf and has been shown to leach a variety of contaminants, including both organic compounds and heavy metals. Finally, since synthetic turf is primarily plastic it has a finite lifespan and must eventually be disposed of in a landfill, a practice that is counter to the sustainability goals of the Florida-Friendly Landscaping™ Program.

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City of St. Petersburg
Housing, Land Use, & Transportation Committee
May 11, 2023 – 8:00 AM
City Hall, Room 100

Members: Chair Richie Floyd, Vice Chair Gina Driscoll, Council Member Brandi Gabbard, Council Member John Muhammad

Alternate: Council Member Copley Gerdes

Support Staff: Bryan Casañas-Scarsella– City Council Legislative Aide

1) Call to Order

2) Approval of Agenda

3) Approval of the April 13, 2023 Minutes

4) New Business – May 11, 2023

- a) *Percentage of required permeable green space for yards abutting streets* (CM Gerdes)—
Corey Malyszka, Zoning Official Manager.

Attachments:

PowerPoint

Upcoming Meeting Dates & Tentative Agenda Items

June 8, 2023–

- Draft Consolidated Plan and Proposed Budget. Approval of Draft for Publication and Comment
- Annual update on the City of St Petersburg Employee Assisted Housing Program

General Attachments:

- Minutes of the April 13, 2023, HLU Committee Meeting
Pending and Continuing Referral List
- Agenda Item Support Material

Informational Attachments:

- 10-Year Housing Plan Multi Family (including outstanding commitments)
- Matrix of Accomplishments Over a 3-Year Period (FY '21-23)
- 2019-2023 Vacant and Boarded Report Comparison
- Consolidated Plan Budget to Actual (FY '22-23)
- March 2023 Forward Pinellas Board Meeting Summary

City of St. Petersburg
Housing, Land Use, & Transportation Committee
Minutes
April 13, 2023 – 8:00 AM
City Hall, Room 100

Members: Chair Richie Floyd, Vice Chair Gina Driscoll, Council Member John Muhammad

Alternate: Council Member Copley Gerdes

Also present: Rob Gerdes, City Administrator, Bradley Tennant, Assistant City Attorney, Amy Foster, Community and Neighborhood Affairs Administrator.

Support Staff: Bryan Casañas-Scarsella– City Council Legislative Aide

1) Call to Order

2) Approval of Agenda—Council Member Muhammad moved approval; motion passed unanimously.

3) Approval of the March, 2023 Minutes—Council Member Gerdes moved approval; motion passed unanimously.

4) New Business – April 13, 2023

a) Three-year update on the City of St. Petersburg’s Housing Plan (Council Chair Gabbard)—Amy Foster, *Community and Neighborhood Affairs Administrator*

Amy Foster, the Community and Neighborhood Affairs Administrator, provided an update on demographics and the housing market in St. Petersburg, followed by an update on the strategic plan and each housing goal and the progress achieved on those goals; she also touched on Mayor Welch’s new expanded strategic plan. Ms. Foster then showcased the city’s test page for housing, which lists tenants’ rights and resources, programs to help residents stay in their homes, and outlines actions taken by Council regarding zoning, permitting and other programs to help with the housing crisis. She explained that she expects that 1,050 units will be added to the original goals.

b) Creation of a regularly updated public-facing dashboard detailing our affordable housing status and goals (Committee Chair Floyd)—Amy Foster, *Community and Neighborhood Affairs Administrator*

Concluding her presentation, Ms. Foster provided a preview to the Committee on the new affordable housing dashboard that was created and recently launched in partnership with the St. Petersburg Downtown Partnership.

Council Member Driscoll then asked about the figures on Slide 16 related to the Namaste Development and two different names that appear in the presentation. Ms. Foster replied that she believes both names refer to the same development and it is not being counted twice. Rob Gerdes, City Administrator, said that building townhomes in an affordable way can be challenging and that they are working on the developer with a possible amendment to the agreement that will be coming before Council. He also mentioned the Arya development on

54th Avenue North between First and Fourth Street that will include 125 workforce units, mixed with market rate units, remarking that it is the first project that the city did under the Economic Stability Loan Program. He also highlighted Lake Maggiore Apartments, with 66 workforce housing units, which is also under construction. Council Member Driscoll then pointed out that that the Lake Maggiore Apartments project is not utilizing city funding but the number of affordable units was reduced due to challenges with changing costs. So, she asked if perhaps the city could help incentivize builders in similar scenarios to retain the original number of affordable units. Mr. Gerdes said that the city made an effort with that development, and they did not qualify for Penny for Pinellas funding from the County due to there not being 30 percent of the units designated as affordable and that an offer was made by the city but they ultimately chose to not take it. Council Member Driscoll then remarked on elevating and expanding the N-Team and other programs to help residents remain in their homes.

Council Member Muhammad commented that the demolition numbers in the presentation seemed low and Mr. Gerdes said that the numbers shown were averages. Council Member Muhammad then asked what challenges builders are having to bring projects to completion under the lot disposition program. Ms. Foster explained that nonprofits were given priority at first but later that changed because they were struggling with funding. She also replied that some of the lots are in the program because they are challenging in and of themselves, such as being in a flood zone or being a unique size. Mr. Gerdes then mentioned some design changes for certified affordable housing that were made by Council. Council Member Muhammad then asked about challenges hiring maintenance workers. Mr. Gerdes said he is open to solutions but he has had a hard time identifying a single solution to solve the problem; he went on to explain that they have started having job fairs and they have placed individuals within departments responsible for hiring, as well as doing outreach, contracting with a new labor firm, banning the box, and raising the minimum pay. He went on to say that they are starting to turn a corner on the hiring issues and are seeing more success. He emphasized that it is a nationwide issue and they are open to any suggestions. Council Member Muhammad then asked about maintaining the city's housing page and the St. Petersburg Downtown Partnership's affordable housing website and Ms. Foster said she did not foresee any issues with that. Council Member Muhammad then asked about how needs are considered when it comes to goal setting. Ms. Foster replied that though the goals could be set higher, they would be unreachable tangibly speaking without increases in federal and state funding sources, as well.

Council Member Gerdes pointed out that he hopes the NTM-1 change will help with increasing the number of three- and four-unit multifamily units.

Chair Floyd expressed concern with the goals and said he would like to them to better reflect the housing need that exists. He also expressed concern with some statements in the St. Petersburg Downtown Partnership's affordable housing dashboard.

The meeting adjourned at 9:16PM.

Housing, Land Use, & Transportation Committee Pending & Continuing Referral List						May 11, 2023	
	Topic	Return Date	Date of Referral	Prior Meeting	Referred by	Staff	Notes
1	Percentage of required permeable green space for yards abutting streets.	5/11/2023	12/15/2022		Gerdes		
2	Draft Consolidated Plan and Proposed Budget. Approval of Draft for Publication and Comment	6/8/2023	Annual				
3	Annual update on the City of St Petersburg Employee Assisted Housing Program	6/8/2023	7/7/2022	6/9/2022	Gabbard		
4	St. Petersburg Affordable Housing Advisory Committee – Quarterly Report	7/8/23	2/6/2020	12/8/22	Gabbard		
5	Creation of community eviction standards for City-owned housing and City-subsidized housing	7/8/2023	6/16/2022	2/9/2023	Floyd		
6	An update on the implementation of the Complete Streets Plan.	8/10/2023	3/2/23		Gabbard		
7	A discussion considering the funding and implementation of a city-wide Rebates for Residential Rehabilitation Program.	TBD	3/2/23		Gabbard		
8	Review of the Annual Action Plan	TBD	3/2/23		Gerdes		Moved from BFT on 3/2/2023.
9	Implementation of a City maintained Landlord Registry	TBD	10/6/2022	3/9/23	Figgs-Sanders		
10	Requirement that a percentage of rental units be reserved for voucher holders in City-subsidized housing	TBD	6/16/2022		Floyd		
11	Parking requirements for multi-family dwellings in Downtown St. Petersburg.	TBD	2/10/2022	7/28/2022	Montanari		1/29/2023–Referred from PSI on 1/19/23. 7/28/2022 – CM Montanari asked that the item remain on the referral list.

HLUT

May 11, 2023

Permeable green space for yards
abutting streets



Use of artificial turf is permitted, but installation is limited.

Two code provisions limit the location of where it can be placed and limit the amount that may be used:

Impervious Service Ratio (ISR): because artificial turf does not allow rainwater to freely flow into the ground and will clog over time, it is considered to be an impervious surface, similar to pavement, shell, pavers and buildings.

Vegetative green space:

Required front and street side yards shall be maintained as permeable landscaped vegetative green space with the exception of driveways, walks, patios and similar paved areas and non-organic mulch areas, which areas combined shall not exceed 25 percent of the required yard area for corner lots and 45 percent of the required yard area for inside lots.

Required yards not abutting streets shall also be maintained as permeable landscaped vegetative green space with the exception of driveways, walks, patios and similar paved areas and non-organic mulch areas.

Prohibited locations:

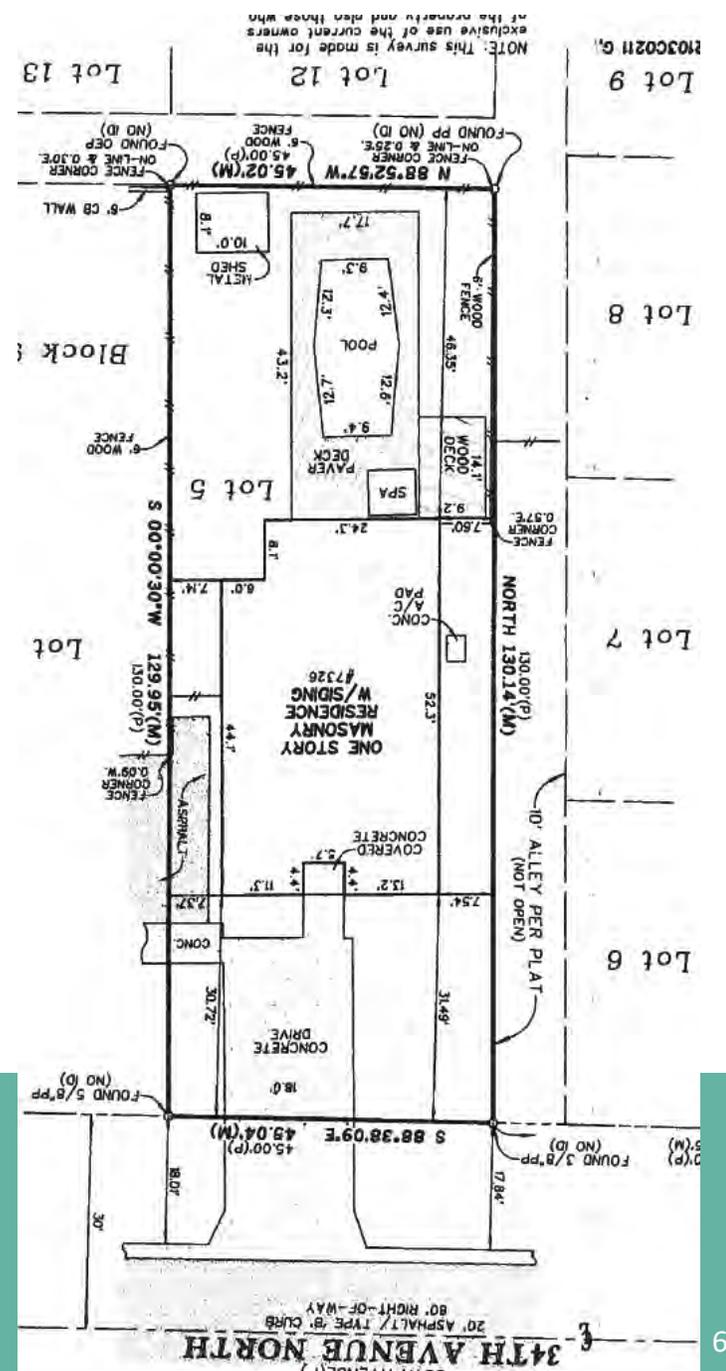
In the parkway (between the property line and the edge of the pavement of the street(s)). This area must be maintained with sod or ground cover plant material.

Codes Citations –

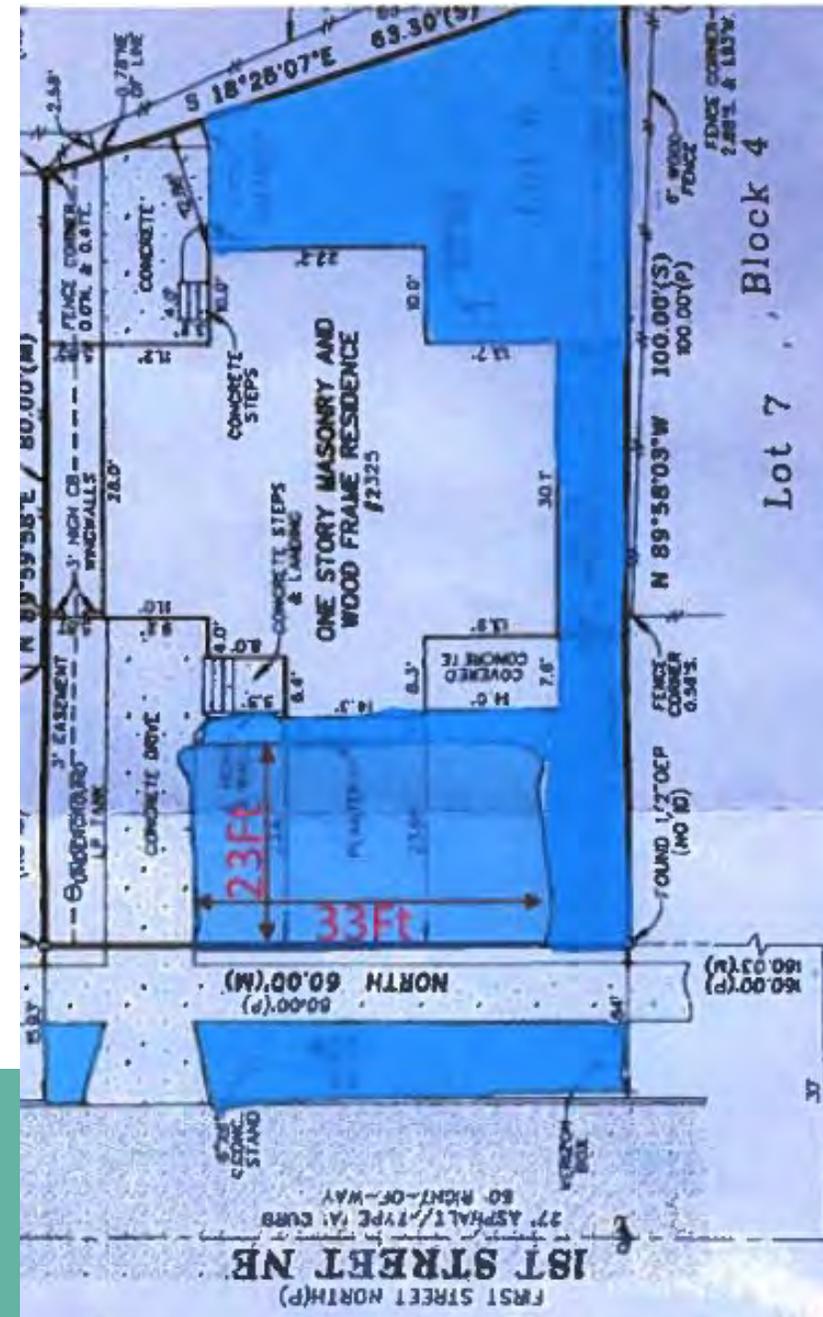
- Past two years: 12 citations for the installation of artificial turf,
- 8 of which included installation on both the property and the abutting right-of-way

Variance Requests:

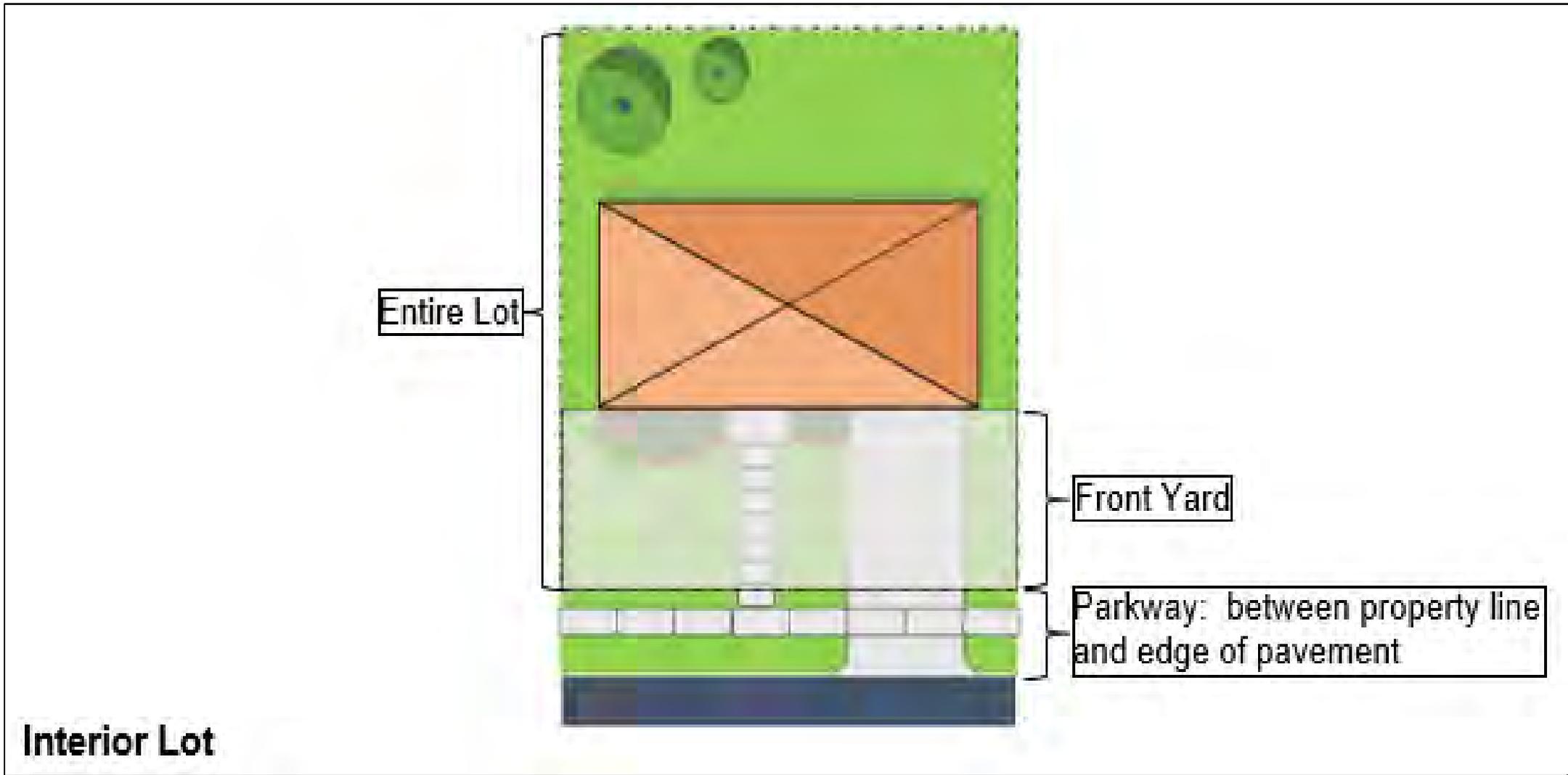
- Past two years , 2 cases
- After the fact variance to allow artificial turf in the front yard to remain



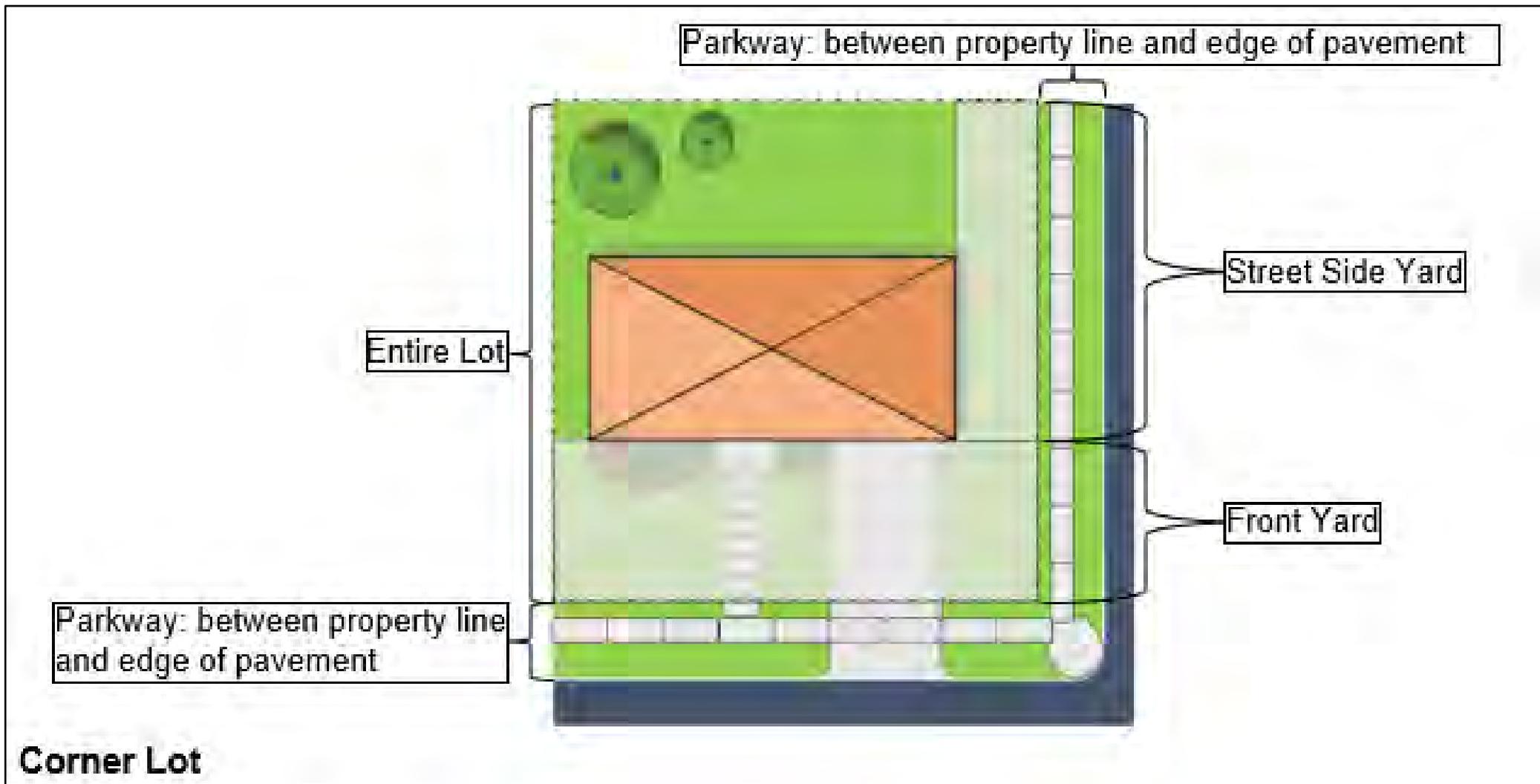
7326 34th Ave N –
 After the fact variance request to ISR to allow artificial turf in front yard to remain. Artificial turf was installed in both the street and alley rights-of-way; request was denied



2325 1st St NE –
After the fact variance request to allow artificial turf in front yard to remain; request was denied



Diagrams to determine extent of installation



Diagrams to determine extent of installation

Research and Stakeholder Feedback:

Stetson Law

- Memo from Stetson Law to Agency on Bay Management, Tampa Bay Regional Planning Council dated April 18, 2023; and
- Artificial Turf Model Ordinance Assessment presentation

Bayway Isles

- Email from Travis Jarman dated January 23, 2023
- University of Florida IFAS Extension Memo – Synthetic Turfgrass and the Nine Principles of Florida Friendly Landscaping

Tampa Bay Builders Association(TBBA)

- Email from Edward Briggs dated March 30, 2023
- Synthetic Grass Overview Presentation

THANK YOU



Planning and Development Services

1 4th Street North

727-892-5453

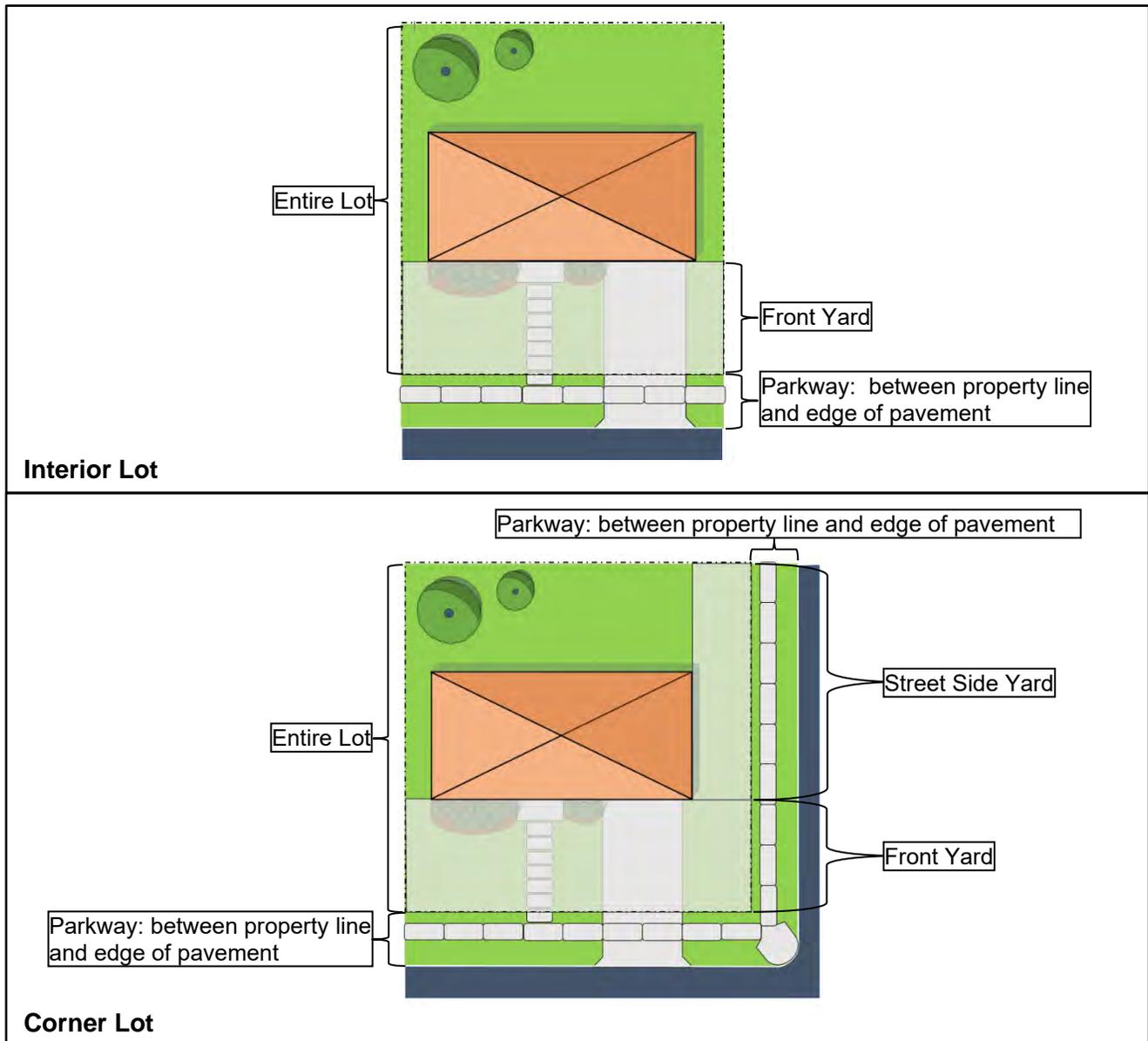
www.stpete.org/business/planning___zoning/zoning.php



CITY OF ST. PETERSBURG
PLANNING & DEVELOPMENT SERVICES DEPT.
 DEVELOPMENT REVIEW SERVICES DIVISION

ARTIFICIAL TURF ON SINGLE-FAMILY RESIDENTIAL PROPERTIES

The use of artificial turf on single-family properties is allowed, but installation is limited. There are two city code provisions that limit the location of where it can be placed and limit the amount that may be used: Impervious Surface Ratio (ISR) limits and Landscape code requirements for vegetative green space. The purpose of this handout is to provide guidance on how to calculate what amount would be allowed and provide contact information to verify compliance with the regulations prior to installation. You can first verify the zoning of the property by going to www.stpete.org/LDR and use the GIS Zoning Map Lookup. Email devrev@stpete.org with questions.



City Code Provisions

1. Impervious Service Ratio (ISR): because artificial turf does not allow rainwater to freely flow into the ground and will clog over time, it is considered to be an impervious surface, similar to pavement, shell, pavers and buildings.
2. Vegetative green space:
Required front and street side yards shall be maintained as permeable landscaped vegetative green space with the exception of driveways, walks, patios and similar paved areas and non-organic mulch areas, which areas combined shall not exceed 25 percent of the required yard area for corner lots and 45 percent of the required yard area for inside lots. ([Section 16.40.060.2.1.2.A](#))

Required yards not abutting streets shall also be maintained as permeable landscaped vegetative green space with the exception of driveways, walks, patios and similar paved areas and non-organic mulch areas. ([Section 16.40.060.2.1.1.5](#))

3. Prohibited locations: in the parkway (between the property line and the edge of the pavement of the street(s)). This area must be maintained with sod or ground cover plant material.

How to calculate the maximum impervious surface ratio: first add up the square footage of all buildings, driveways, walks, patios and similar paved areas, then divide by the lot area and the result is the impervious surface ratio of the property. *If the existing impervious areas are below the allowable maximum for the property, artificial turf may be used, up to the maximum allowed for the lot.*

Maximum impervious surface allowed for the entire lot:

[Neighborhood Suburban \(NS\): 60%](#)

[Neighborhood Traditional \(NT\): 65%](#)

Maximum impervious surface allowed in the Front Yard: 45%

Front Yard is determined by using the required front yard setback for the corresponding zoning district.

Maximum impervious surface allowed on a Corner Lot: 25%

Corner Lot includes both the Front Yard and Street Side Yard. Front Yard is determined by using the required front yard setback for the corresponding zoning district. Street Side yard is determined by using the required street side yard setback for the corresponding zoning district.

Example:

Existing lot is 50-feet wide by 120-feet in depth, for a total of 6,000 square feet, and located in a NT district allowing 65% maximum, or 3,900 square feet.

Existing house, pool, and driveway are 2,500 square feet in area. 3,900 square feet max – 2,500 square feet existing = 1,400 square feet remaining that could be utilized for artificial turf.

Front Yard Calculation: Front yard is 50 by 25 or 1,250 square feet in area, therefore maximum 562.5 square feet impervious allowed.

Existing driveway and walkway in the front yard are 325 square feet, therefore a maximum of 237 square feet of artificial turf allowed.



MEMORANDUM

TO: Agency on Bay Management, Tampa Bay Regional Planning Council
FROM: Maxwell Pyles & Angela Xu from the Jacobs Public Interest Law Clinic for Democracy and the Environment
DATE: April 18, 2023
SUBJECT: Artificial Turf Model Ordinance Research Memorandum

I. Introduction

This memorandum provides an outline of factors to consider in contemplating an artificial turf model ordinance, including the environmental impacts of artificial turf, how municipalities have implemented artificial turf ordinances, the work of the Florida-Friendly Landscaping program, and the concerns of artificial turf industry representatives.

Dr. Kruse’s presentation to the Agency on Bay Management on September 8, 2022 informed the memo, along with scholarly research, analysis of existing ordinances addressing artificial turf, and conversations with industry representatives.

II. Environmental Impacts of Artificial Turf

Residential use of artificial turf is increasingly popular but concerns about potential environmental impacts remain.¹ Artificial turf is designed to prevent water from pooling and running off the property, but these systems are imperfect and do not achieve water infiltration into soil as compared to natural turf.² Compacted soil base, poor drainage, and hydrophobicity of artificial materials can reduce water infiltration and movement.³ Furthermore, artificial turf retains more heat than other landscaping materials and can have detrimental ecological effects.⁴ Therefore, a potential ordinance should address three primary concerns: water infiltration, urban heat island effect, ecological impacts. Additionally, pollution and the harmful chemicals found in synthetic turf should be considered.

¹ Jason Kruse, Professor, University of Florida, Presentation to the Agency on Bay Management: The Impacts of Artificial Turf (Sept. 8, 2022).

² *Id.*

³ *Id.*

⁴ *Id.*

A. Water Infiltration

Water infiltration, or permeability, is the process of water on the turf's surface entering the soil. Permeability is important because precipitation that permeates soil recharges groundwater, improving water quantity and quality. Impermeable surfaces decrease recharge and increase runoff, which worsens local water quality. Numerous layers of artificial turf can impact the permeability, but the foundation layers, or the base, decreases permeability due to the materials used and amount or degree of compaction.⁵ Currently, the City of Tampa prohibits compacted crushed concrete and compacted limerock as a base stabilization material, and considers the materials to be impervious.⁶ Under City of Tampa Ord. No. 2012-48 Section 21-141, and Pinellas County Ord. No. 10-06 Section 58-473, an *impervious surface* is defined as a surface “that has been compacted or covered with a layer of material . . . that [is] highly resistant or prevents infiltration by stormwater,” including roofs, compacted sand, clay, limerock, sidewalks, streets, and parking lots.⁷ In contrast, the synthetic turf industry supports these practices and claims that the material is pervious.⁸

A study by King's College London compared natural grass to two types of artificial grass,⁹ predicting harmful environmental impacts.¹⁰ The study hypothesized a decrease in water infiltration and increase in runoff in urban areas because of high flood risk, a substantial number of private and public lawns, and “an abundance of impervious surface cover and climate change impacts.”¹¹ The study showed synthetic grasses displayed significantly greater volumes and proportion of runoff and “perform[s] worse hydrologically than living grass.”¹² Therefore, artificial turf likely reduces overall water infiltration into the soil and promotes runoff into stormwater drains or other water bodies.

When assessing permeability, it is important to consider the integral elements of synthetic turf's base, grass fibers, backing, and infill. Infill is the particulates of material that sit between the turf's blades of grass. The Tampa Bay Builders Association's (TBBA) study conducted in

⁵ *Id.*

⁶ Email from Alexander Awad, Chief Planning Engineer, City of Tampa, to Maxwell Pyles et al., Student, Stetson U. Coll. of L. (Feb. 24, 2023, 8:24 EST) (on file with author).

⁷ See Email from Alexander Awad (2023).

⁸ See <https://turffactorydirect.com/2021/09/23/is-artificial-grass-permeable/> (stating that “properly installed artificial turf” is permeable and drains even better than natural grass).

⁹ Thomas J. Simpson et al., *Artificial lawns exhibit increased runoff and decreased water retention compared to living lawns following controlled rainfall experiments*, 63 *Urban Forestry & Urban Greening* Volume (2021).

¹⁰ Robert A. Francis, *Artificial lawns: environmental and societal considerations of an ecological simulacrum*, 30 *Urban Forestry & Urban Greening* 152, 152-156 (2018).

¹¹ Simpson, *supra* note 9.

¹² *Id.*

Hillsborough County by Anticus Engineering compared natural turf soil with 4 different synthetic turf geotextile bases (the layer on the soil), including concrete and limerock aggregates.¹³ Anticus used saturated hydraulic conductivity tests, a common technique to study permeability.¹⁴ The study found that natural grass had less permeability than all synthetic turf bases,¹⁵ an opinion that was echoed by turf industry representatives at a March 6, 2023 TBBA meeting.¹⁶ However, the study only examines aggregate base and does not test the permeability of grass blades, infill, and carpet backing layers of artificial turf that sit on top of the aggregate base,¹⁷ nor did it address the fact that a field or collector drain in or below the base intercept and divert the water before it enters the base layer.

B. Heat and Increased Ambient Temperature

Artificial turf has been found to have an increased ambient temperature as compared to other common surfaces, both natural and artificial.¹⁸ Natural grass has the ability to dissipate “high levels of radiant heat in urban areas” and has “lower surface and ambient temperatures” compared to artificial turf, particularly synthetic fields with crumb rubber infill.¹⁹ Artificial turf shows great capacity to absorb and retain heat and sunlight,²⁰ and will significantly increase the temperature of ground surfaces and the surrounding air.²¹

¹³ Report of Permeability Testing Synthetic Turf Section Testing Hillsborough County, Florida Anticus Project No: 01.5348.22. May 12, 2022 at 12. Anticus provides geotechnical engineering services in Florida, <https://anticuseng.com/services/>, (last visited Mar. 15, 2023).

¹⁴ *Id.*

¹⁵ *Id.*

¹⁶ Meeting with Tampa Bay Builders Association, March 6, 2023.

¹⁷ *Id.*

¹⁸ Frank Williams and Gilbert Pulley, *Synthetic Surface Heat Studies*, Brigham Young University (2002).

¹⁹ Julian E. Lozano et al., *Ecosystem services for compensation of artificial turf systems*, (2021).

²⁰ Tayoaki Aoki, *Solar illuminance and albedo on surface temperature of outdoor sport surfaces*, 11 *Nature and its Environment* 40, 40-48 (2009); Neda Yaghoobian et al., *Modeling the Thermal Effects of Artificial Turf on the Urban Environment*, 49 *J. Applied Meteorology and Climatology* 332, 332-345 (2010).

²¹ Lauren Petrass et al., *Understanding how the Components of a Synthetic Turf System Contribute to Increased Surface Temperature*, The 2014 Conference of the International Sports Engineering Association (2014); See also Adam W. Thoms et al., *Models for predicting surface temperatures on synthetic turf playing surfaces*, The 2014 Conference of the International Sports Engineering Association (2014); See also: C.Y. Jim, *Intense summer heat fluxes in artificial turf harm people and environment*, 157 *Landscape and Urban Planning* 561, 561-576 (2017).

Artificial turf surface temperature can rise 54 degrees Fahrenheit higher than natural surfaces, and even sustain high temperatures throughout the evening.²² Artificial turf was found on average 39 degrees hotter than a sand-based grass field, and 8 degrees hotter than asphalt, with the hottest reading 86 degrees higher than grass.²³ Transpiration from natural grass has a cooling effect, so grass seldom reaches temperatures warmer than 100 degrees Fahrenheit.²⁴ In comparison, turf field temperatures regularly go above 100 degrees Fahrenheit.²⁵ The Center for Sports Surface Research at Pennsylvania State University conducted studies finding that surface temperatures of synthetic turf reached an average of 140 to 170 degrees Fahrenheit on hot and sunny days.²⁶

Widespread use in residential landscaping could exacerbate the heat island effect and require more energy to cool homes.²⁷ While head sprinklers and irrigation may help to cool artificial turf, this is a temporary remedy that reduces surface temperatures for only up to half an hour.²⁸ Instead of crumb rubber, utilizing organic infills or installing fields without such granules can reduce the effect of heat.²⁹ Plastic-based granules dominate the performance infill market.³⁰

This increased temperature could potentially cause issues like the urban heat island effect (UHIE).³¹ UHIE is heat accumulation within urban areas due to urban construction and human activities.³² UHIE can have numerous negative ecological and environmental effects on the surrounding area.³³ Artificial turf has the potential to impact urban heat islands, though “the magnitude of such heat effect is unclear and will depend on . . . color and other specifications of the infill material and of the artificial turf carpet.”³⁴ A health risk assessment conducted for a

²² Jane Loveday, et al., *Seasonal and Diurnal Surface Temperatures of Urban Landscape Elements*, 11 Sustainability (2019).

²³ *Supra* note 17.

²⁴ Sonia Myrick, *Synthetic Sports Fields and the Heat Island Effect*, National Recreation and Park Association (May 8, 2019); <https://www.nrpa.org/parks-recreation-magazine/2019/may/synthetic-sports-fields-and-the-heat-island-effect/>.

²⁵ *Id.*

²⁶ *Id.*

²⁷ *Supra* note 18.

²⁸ Thomas Serensits, et al., Human health issues on synthetic turf in the USA, 225 J. Sports Engineering and Technology 139, 139-146 (2011).

²⁹ Eunomia Research & Consulting Ltd, *Environmental impact study on artificial football turf*, (2017), (a study conducted for FIFA).

³⁰ *Id.*

³¹ Li Yang, et al., *Research on Urban Heat-island Effect* (2016).

³² *Id.*

³³ *Id.*

³⁴ Joe Lavorgna et al., *A Review of Benefits and Issues Associated with Natural and Artificial Turf Rectangular Stadium Fields - Final Report*, (2011).

municipality in Canada showed that “synthetic turf surfaces may pose a risk of heat-related illness, including burns, heat stress and dehydration.”³⁵

C. Loss of Biodiversity and Ecosystem

Replacing natural surfaces with artificial turf can have negative ecological effects. Natural grass ecosystem services are lost when they are replaced by synthetic grass,³⁶ and “[l]arge populations . . . are supported by the soil-turfgrass ecosystem,”³⁷ whereas artificial turf does not provide habitat for wildlife or beneficial insects.³⁸ For example, “[n]atural turf ecosystems can support abundant populations of earthworms,” which leads to better water infiltration and retention.³⁹

Furthermore, artificial turf does not support microorganisms which break down and recycle organic and inorganic products falling on the surface and soil microbes which decompose pesticides and bacteria.⁴⁰ Removing the ability of decomposition from the ecosystem could create issues with waste on the turf surface.⁴¹ Over time, runoff containing the waste may enter water bodies, contributing to pollution and nutrient loading.⁴² An increase of nutrients in water bodies may impact water quality and cause harmful ecological impacts, such as algal growth.⁴³ Runoff from artificial turf may also increase microplastics entering water bodies.⁴⁴ While it is hard to quantify the sources of many microplastics, Nordic countries found that hundreds or even thousands of metric tons of microplastics were lost from artificial turfs each year.⁴⁵ Much of this plastic could potentially be found in marine ecosystems through stormwater.⁴⁶

D. Pollution, Harmful Chemicals, and Recycling

³⁵ Geoff McKee, *The Health Implications of Synthetic Turf Fields with Crumb Rubber Infill - A Human Health Risk Assessment for the Municipality of North Cowichan*, (2015).

³⁶ Lozano, *supra* note 19.

³⁷ *Id.*

³⁸ Florida-Friendly Landscaping Program™, <https://ffl.ifas.ufl.edu/about-ffl/> (last visited Feb. 27, 2023).

³⁹ *Id.*

⁴⁰ Lozano, *supra* note 19.

⁴¹ *See supra* note 1.

⁴² Yun-Ya Yang & Mary G. Lusk, *Nutrients in Urban Stormwater Runoff: Current State of the Science and Potential Mitigation Options*, (9 April 2018).

⁴³ *Id.*

⁴⁴ Lozano, *supra* note 19.

⁴⁵ *Id.*

⁴⁶ *Id.*

Tampa Bay is already struggling with a microplastics issue. Runoff from artificial turf may increase microplastics entering water bodies. One study found that hundreds to thousands of metric tons of microplastics were annually lost from artificial turf, and much of this plastic could potentially be found in marine ecosystems through stormwater.⁴⁷

The Norwegian Institute of Water Research also conducted an environmental risk assessment of the leachate materials from artificial turf, finding that the rubber granulates and concentrated amounts of zinc are the most problematic pollution component.⁴⁸ The study found that these pollutants were a risk because of direct run-off into a watercourse instead of infiltration into the ground.⁴⁹

Crumb rubber infill is comprised of chemical substances that can be harmful to human health.⁵⁰ 14 European countries conducted a health risk assessment with rubber granule samples made from tires, finding carcinogenic contaminants.⁵¹ The contaminants were below critical levels and the leaching of hazardous substances did not exceed critical limits.⁵² However, other research found the presence of microplastics and zinc to be concerning.⁵³ Research shows that infill with rubber granules can be cancerous⁵⁴ and contain other harmful chemicals.⁵⁵

Per- or poly-fluoroalkyl substances (PFAS) are thousands of compounds that break down very slowly in the environment.⁵⁶ Some PFAS have been linked to health problems, such as

⁴⁷ Lozano, *supra* note 19.

⁴⁸ *Id.*

⁴⁹ *Id.*

⁵⁰ *Id.*

⁵¹ *Id.*

⁵² *Id.*

⁵³ *Id.*

⁵⁴ Barbara Laker et al., *A Tangled Timeline*, The Philadelphia Inquirer, Mar. 7, 2023, <https://www.inquirer.com/news/inq2/astroturf-vet-stadium-artificial-turf-monsanto-history-phillies-stadium-forever-chemicals-pfas-20230307.html>; See also: Washington State Department of Health, <https://doh.wa.gov/community-and-environment/schools/environmental-health/synthetic-turf> (last visited Mar. 15, 2023); See also: CBS Austin, <https://cbsaustin.com/news/nation-world/toxic-turf-debate-weighs-safety-of-artificial-crumb-rubber-fields-used-for-kids-sports-parks-fields-stadiums-united-states-synthetic-grass-soccer-football-non-hodgkins-lymphoma-carcinogens> (last visited Mar. 15, 2023).

⁵⁵ Rachel Masset et al., *Artificial Turf Infill: A Comparative Assessment of Chemical Contents*, 30 NEW SOLUTIONS: A Journal of Environmental and Occupational Health Policy 10, 10-26 (2020); See also: Philip Zuccaro et al., *Assessing extraction-analysis methodology to detect fluoretelomer alcohols (FTOH), a class of perfluoroalkyl and polyfluoroalkyl substances (PFAS), in artificial turf fibers and crumb rubber infill*, Case Studies in Chemical and Environmental Engineering 7 (2023).

⁵⁶ EPA, PFAS Explained, <https://www.epa.gov/pfas/pfas-explained> (last visited Mar. 28, 2023).

cancers and kidney or liver issues.⁵⁷ Because of its widespread use and presence in the environment, many PFAS are found all over the world: in water, air, soil, blood samples of humans and animals, and food and agriculture products.⁵⁸ The Children’s Environmental Health Center of the Icahn School of Medicine at Mount Sinai discourages the use of artificial turf, stating that “environmental contamination from turf field run off” is a concern because of PFAS contaminating water.⁵⁹ Furthermore, PFAS are found in artificial turf backing, grass blades, and fibers,⁶⁰ and are used in extruding the plastics during manufacturing.⁶¹

The Environmental Protection Agency, the Center for Disease Control, and the Agency for Toxic Substances and Disease Registry issued a report on recycled crumb rubber, finding numerous metals and volatile and semi-volatile organic compounds (VOCs).⁶² Many of these compounds are carcinogens, such as cadmium, benzene, nickel, chromium, and arsenic.⁶³

Municipalities across the country – including several in Massachusetts and Connecticut, and two in California’s Bay Area – have limited their usage of artificial turf by way of bans, moratoriums, or making installation illegal.⁶⁴ Boston banned artificial turf, citing its makeup of dangerous chemicals, toxic PFAS compounds, VOCs, heavy metals, benzene, and other carcinogens.⁶⁵ The artificial turf material also emits high levels of methane, which is a severe

⁵⁷ *Id.*

⁵⁸ *Id.*

⁵⁹ Sarah Evans, *The Children’s Environmental Health Center of the Icahn School of Medicine at Mount Sinai Strongly Discourages the Installation of Artificial Turf*, <https://www.tapinto.net/towns/scotch-plains-slash-fanwood/articles/the-children-s-environmental-health-center-of-the-icahn-school-of-medicine-at-mount-sinai-strongly-discourages-the-installation-of-artificial-turf> (last visited Apr. 16, 2023).

⁶⁰ Toxics Use Reduction Institute, U. Mass. Lowell, *Per- and Poly-fluoroalkyl Substances (PFAS) in Artificial Turf Carpet* (2020).

⁶¹ Sharon Lerner, *Toxic PFAS Chemicals Found in Artificial Turf*, *The Intercept* (Oct. 8, 2019).

⁶² EPA, *Synthetic Turf Field Recycled Tire Crumb Rubber Research Under the Federal Research Action Plan, Final Report Part 1 – Tire Crum Rubber Characterization Volume 1*, https://www.epa.gov/sites/production/files/2019-08/documents/synthetic_turf_field_recycled_tire_crumb_rubber_research_under_the_federal_research_action_plan_final_report_part_1_volume_1.pdf, (2019).; See also: Lerner, *supra* note 59.

⁶³ *Id.*

⁶⁴ Tom Perkins, *Boston bans artificial turf in parks due to toxic ‘forever chemicals,’* *The Guardian* (Sept. 30, 2022).; See also: Liz Neisloss, *More games or more grass fields? Turf wars play out across Massachusetts*, *WGBH* (May 10, 2022).; *See also* *The Daily Journal*, *Millbrae enacting temporary ban on new artificial turf Council halting installation of synthetic yard treatment pending permanent ordinance limiting its use in the city* (Nov. 1, 2021).; See also: Michelle Pitcher, *Sierra Club opposes artificial turf at Los Gatos schools*, *The Mercury News* (Nov. 14, 2021).

⁶⁵ *Id.*

greenhouse gas that also sheds chemicals and microplastics into waterways.⁶⁶ Furthermore, the European Commission recently proposed a broad ban on microplastics, including that found in rubber crumb infill.⁶⁷

Presently, while there are initiatives to recycle artificial turf, it appears that these practices are not widespread nor currently implemented.⁶⁸

III. Implementation of Artificial Turf Ordinances

Most cities in Florida do not seem to address artificial turf or only address it in passing,⁶⁹ and the Florida state legislature has not addressed the issue. Thus far, Orlando is the largest municipality in Florida that has clearly identified artificial turf in legislation.⁷⁰ Member governments of the Tampa Bay Regional Planning Council are mostly quiet on the issue, with St. Pete Beach addressing artificial turf directly and Tampa having issued guidelines.⁷¹ Otherwise, few municipalities have addressed artificial turf, often in a similar fashion.⁷² This section addresses allowable square footage of artificial turf, as requested by the City of Tampa;⁷³ then details how Tampa Bay Regional Planning Council member governments, Orlando, and other municipalities have addressed artificial turf in their ordinances; and finally, it discusses Florida-Friendly Landscaping as a potential driver of policy in local municipalities.

A. Allowable Square Footage

One strategy to address potential negative environmental effects is to set an allowable square footage. Allowable square footage is the total amount of artificial turf allowed on residential property. There are currently two most common methods of setting an allowable limit: impervious surface ratio (ISR) and minimum distance of artificial turf from other landscape aspects. Municipalities may also set hard limits on allowable square footage, but this option has been avoided, most likely due to difficulty in determining a reasonable limit.⁷⁴

⁶⁶ *Id.*

⁶⁷ European Commission Regulation concerning the Registration, Evaluation, Authorisation and Restriction of Chemicals (REACH) as regards synthetic polymer microparticles (Proposed 22 Sept. 2022).

⁶⁸ Lundstrom, Marjie, et al., *The Dangerous Pileup of Artificial Turf*, <https://www.theatlantic.com/science/archive/2019/12/artificial-turf-fields-are-piling-no-recycling-fix/603874/>; *Can Artificial Grass be Recycled?*, <https://artificialgreens.org/can-artificial-grass-be-recycled/>

⁶⁹ City of Weston, Fla., Codified Ordinances § 124.37.3 (2022).

⁷⁰ City of Orlando, Fla., Codified Ordinances § 60.224 (2021).

⁷¹ *Infra* note 82.

⁷² *Id.*

⁷³ *See supra* note 6.

⁷⁴ *Infra* note 82.

Impervious surface ratio is the total amount of hard-surfaced development over the total area of the property.⁷⁵ ISR is often limited by local governments to maintain water permeability and prevent runoff.⁷⁶ Municipalities frequently require artificial turf be included as impervious in ISR calculations.⁷⁷ Through this ISR method, the municipality will have already set a standard for property owners and the ordinance is merely including turf within that standard. Using ISR is an attractive answer to determining allowable square footage because it sets a maximum amount of artificial turf allowed on residential property under successful existing regulations.

In tandem with ISR, municipalities regulate how far artificial turf may be from other landscaping aspects.⁷⁸ Some examples include distance from trees and shrubs, structures, unfenced side property lot lines, and water bodies.⁷⁹ On busy properties with numerous improvements or a close proximity to other properties or water bodies, these requirements could limit how much artificial turf is able to exist on the property.

The simplest and most direct way to address allowable square footage is to set a hard limit. For example, Miami Shores allows artificial turf on up to 30% of total area and not in excess of 600 square feet.⁸⁰ This appears to be the only Florida local ordinance that clearly defines an allowable square footage.⁸¹ Other ordinances prefer ISR as a method of determining allowable square footage if they address this issue at all. This is likely due to the difficulty of determining a number like Miami Shores that is not arbitrary, whereas ISR is specifically addressing impervious surfaces as an issue.

B. Tampa Bay Regional Planning Council Member Governments

Currently, the member governments of the Tampa Bay Regional Planning Council are mostly quiet about artificial turf. Only two counties and two cities have directly addressed artificial turf in some capacity. Hernando County does not accept “synthetic lawns” as living plant installations in landscape designs.⁸² Pinellas County, New Port Richey, and St. Pete Beach allow

⁷⁵ *Impervious Surface Ratio (ISR Definition)*, Law Insider. (2023), <https://www.lawinsider.com/dictionary/impervious-surface-ratio-isr>.

⁷⁶ *Impervious Surface*, City of Durham, <https://www.durhamnc.gov/864/Impervious-Surface>.

⁷⁷ *See infra* note 82.

⁷⁸ *Id.*

⁷⁹ *Id.*

⁸⁰ Village of Miami Shores, Fla., Codified Ordinances § 536 (7)(a)(1)(iii).

⁸¹ *See infra* note 82.

⁸² County of Hernando, Fla., Codified Ordinances § 10-25.

artificial turf to meet general landscape maintenance standards for private property.⁸³ St. Pete Beach goes further by labeling artificial turf as a pervious material, but limits use of artificial turf to 20% of minimum required pervious area.⁸⁴ At the Natural Resources Committee meeting, City of Tampa representatives stated that the city has guidelines for installing artificial turf, but these guidelines are not codified.⁸⁵ It is possible that similar guidelines exist in other municipalities.

C. Orlando

Orlando promulgated an ordinance addressing artificial turf in 2021.⁸⁶ The Orlando ordinance directly addresses three main issues: water infiltration, urban heat island effect, and aesthetics.⁸⁷

First, Orlando requires a permit from the city to install any artificial turf and the installation is subject to the manufacturer's specifications and any applicable stormwater requirements.⁸⁸ Section 60.224(a) allows artificial turf to be installed on residential and other private lands, but the section also prohibits artificial turf within 50 feet of water bodies, within drainage features, and inside the drip line of any tree.⁸⁹ This section intends to prevent the adverse effects of runoff from artificial turf without prohibiting its use in residential areas.

Furthermore, § 60.224(b) requires areas of artificial turf to be considered an impervious surface.⁹⁰ This section clearly states that the intent of the code is to encourage "living, sub-tropical materials on *pervious* areas" (emphasis added).⁹¹ This notion was reinforced in the city council's summary of the ordinance, noting preference for "materials that store carbon, absorb rainwater, and reduce heat island effects" when discussing artificial turf as an impervious surface.⁹² Summarized, Orlando is using the impervious surface ratio to set an allowable square footage. Once again, the ordinance seeks to allow the use of artificial turf, but sets requirements designed to discourage the ill effects, particularly permeability and the urban heat island effect.

⁸³ County of Pinellas, Fla., Codified Ordinances § 138-3658 (a)(3); City of New Port Richey, Fla., Codified Ordinances § 26-6 (b); City of St. Pete Beach, Fla., Codified Ordinances § 26-6 (b).

⁸⁴ St. Pete Beach, Fla., § 2.1, 22.4 (f).

⁸⁵ Agency on Bay Management Natural Resources Committee Meeting, March 29, 2023.

⁸⁶ City of Orlando, Fla., § 60.224 (2021).

⁸⁷ *Id.*

⁸⁸ *Id.*

⁸⁹ *Id.* § 60.224(a).

⁹⁰ *Id.* § 60.224(b).

⁹¹ *Id.*

⁹² City of Orlando Council Agenda Item Ordinance No. 2021-49 (Aug. 23, 2021).

Finally, the ordinance contains numerous provisions to address the aesthetics of artificial turf. The ordinance requires a natural appearance, prohibits plastic/nylon carpeting, prohibits visible use in historical sites, and requires consistent cleaning and maintenance.⁹³

Notably, the same ordinance also enacted Florida-Friendly Landscaping into the code.⁹⁴ Orlando's city council enacted the ordinance with findings of no fiscal impact⁹⁵ and without public comment or discussion by councilmembers.⁹⁶

D. Other Municipalities

Some smaller municipalities have also addressed artificial turf, usually more robustly than Orlando's ordinance. Particularly, small municipalities in South Florida have ordinances addressing artificial turf in a consistent fashion. Lantana, Lighthouse Point, Marco Island, Miami Shores, Surfside, and Weston use strikingly similar language in their ordinances.⁹⁷ While some differences occur, the language clearly shows the cities based their ordinance off the same source. A broader search found that even the city of Beverly Hills, California uses much of the same base language.⁹⁸ These cities' ordinances included permitting, design, installation, and additional requirements.

1. Permitting

Each city requires a permitting process in order to install artificial turf on residential property.⁹⁹ The cities note what is required in the application for the permit, with the exception of Lantana, which merely requires a permit.¹⁰⁰ The other permits require landscaping plans for the property, including the dimensions and details of turf and other natural/artificial spaces.¹⁰¹ For example, Miami Shores requires the plans to maintain a maximum allowable area for artificial turf at 30% of rear yard area but no more than 600 square feet.¹⁰² The other cities do not directly address

⁹³ City of Orlando, Fla., § 60.224 (c) - (d).

⁹⁴ *Supra* note 91.

⁹⁵ *Id.*

⁹⁶ City of Orlando City Council Meeting, (August 23, 2021). https://www.youtube.com/live/IHZXerO_KhI?feature=share at 1:06:30.

⁹⁷ City of Lantana, Fla., Codified Ordinances § 10.5-23 (e); City of Lighthouse Point, Fla., Codified Ordinances § 42-392; City of Marco Island, Fla., Codified Ordinances § 30-435 (i); Village of Miami Shores, Fla., Codified Ordinances § 536; City of Surfside, Fla., Codified Ordinances § 90-87 (15); City of Weston, Fla., Codified Ordinances § 124.37.3.

⁹⁸ City of Beverly Hills, Cali., Codified Ordinances § 10-3-2519.5.

⁹⁹ *Supra* note 82.

¹⁰⁰ *Id.*

¹⁰¹ *Id.*

¹⁰² Miami Shores, Fla., § 536 (7)(a)(1)(iii).

the maximum allowable area.¹⁰³ Permit applications must also contain irrigation details, turf manufacturer and specifications, drawings of installed turf cross sections and/or a sample of the turf, and a survey of the property.¹⁰⁴ Weston and Miami Shores also require the application to include a calculation of pervious and impervious area, with Weston requiring at least 40% pervious area.¹⁰⁵

2. Design Standards

Design standards set in these ordinances mostly involve the type of materials used and how the turf will interact with other landscaping properties.¹⁰⁶ The ordinances require the turf blades to be made of polypropylene and/or polyethylene, but the ordinances are inconsistent about which material, and Lantana contains no such requirement.¹⁰⁷ Each ordinance requires the use of cut-pile infill (blades similar to natural blades of grass) and requires infill material such as silica sand.¹⁰⁸ The ordinances require permeable backing to the turf itself, with Miami Shores specifically requiring a drain rate of 15 inches per hour and Marco Island allowing turf with a permeability exceeding that of real turf.¹⁰⁹ The ordinances require lead free and flame retardant materials, minimum face weight and blade height, prohibition of indoor/outdoor carpeting, and exceptions for sports turf (ex. putting green height may be lower).¹¹⁰

3. Installation Standards

Installation standards include materials used and actions taken during installment.¹¹¹ The ordinances require the installment to be completed by a Florida licensed general contractor or professional.¹¹² Florida Department of Business and Professional Regulation requires a landscape architecture license for “design landscape that provides for drainage and run-off that limits erosion.”¹¹³ It is unclear if the ordinances intend to invoke this licensure requirement. The cities also require installation up to the manufacturer’s specifications, use of compacted aggregate material at a minimum of three inches, and a subgrade designed for positive drainage.¹¹⁴ The turf

¹⁰³ *Supra* note 82.

¹⁰⁴ *Id.*

¹⁰⁵ Miami Shores, Fla., § 536 (7)(a)(1)(i); Weston, Fla., § 124.37.3 (G)(6).

¹⁰⁶ *Supra* note 82.

¹⁰⁷ *Id.*

¹⁰⁸ *Id.*

¹⁰⁹ *Id.*

¹¹⁰ *Id.*

¹¹¹ *Supra* note 82.

¹¹² *Id.*

¹¹³ Department of Business and Professional Regulation, <http://www.myfloridalicense.com/dbpr/services-requiring-a-dbpr-license/>.

¹¹⁴ *Supra* note 82.

layer must have invisible seams with proper anchoring and use of infill.¹¹⁵ Furthermore, the installation process needs to protect the roots of trees and shrubs and artificial turf may not be installed within a certain distance from trees, shrubs, structures, or unfenced side property lot lines.¹¹⁶

4. Additional Standards

Additional standards include maintenance requirements of keeping turf clean from weeds and debris, fadeless, and require fixing tears and holes.¹¹⁷ Municipalities prohibit use of turf in public rights-of-way or swales.¹¹⁸ Miami Shores standards only apply to the rear yard and driveway, whereas Weston only allows use in the rear yard, and the others are quiet on the matter.¹¹⁹ Lantana allows the town to remove artificial turf at any time, for utility work or otherwise, and requires the property owner to cover costs to repair or reinstall.¹²⁰ Lighthouse Point requires easement holders on the property to agree to installation in writing and requires the owner to repair damage done by the easement holder.¹²¹ Lantana also requires the turf to be pinned or staked to an adjacent seawall and may not be directly placed on a seawall.¹²² Marco Island treats the turf as impervious, with a maximum of 67% total impervious surface area for the property, but it may be used in pervious calculations if the applicant can prove permeability.¹²³ Lantana requires that the turf structure as a whole has a minimum permeability of 30 inches per hour per square yard.¹²⁴

In total, the municipalities address many of the same issues as Orlando, including permeability and aesthetics, but these municipalities go further to include more finely tuned issues. In general, this fine tuning creates a higher barrier to entry for residential property owners, but there remains a question of enforcement of the requirements after installation is permitted. Many of these ordinances fail to accurately convey the allowable square footage under the law, favoring requiring conformance with existing landscape and Impervious Surface Area standards. While this may be advantageous from a municipalities' perspective, this may be confusing or unhelpful for some property owners. A potential artificial turf customer may not realize the importance of these standards or know how to ensure compliance with the law without the ordinance having clear standards, like Miami Shores. Alongside the material requirements in these cities' ordinances, a

¹¹⁵ *Id.*

¹¹⁶ *Id.*

¹¹⁷ *Id.*

¹¹⁸ *Id.*

¹¹⁹ *Id.*

¹²⁰ Lantana, Fla., § 10.5-23 (e)(2)(l).

¹²¹ Lighthouse Point, Fla., § 42-392.

¹²² Lantana, Fla., § 10.5-23 (e)(2)(d).

¹²³ Marco Island, Fla., § 30-435 (e)(3).

¹²⁴ Lantana, Fla., § 10.5-23 (e)(1)(b).

model ordinance should clearly set standards for allowable square footage, permeability, landscaping, and allowable uses.

E. Florida-Friendly Landscaping

An additional factor is how different communities incorporate the Florida-Friendly Landscaping program (FFL) as an influence for landscaping.¹²⁵ FFL is “a partnership between the University of Florida, Institute of Food and Agricultural Sciences Extension (UF/IFAS Extension) and the Florida Department of Environmental Protection (DEP).”¹²⁶ FFL applies goals and aesthetics that fit each community’s unique landscape conditions, while promoting sustainability.¹²⁷ The ultimate goal is reducing nonpoint source pollution by utilizing less pesticides, water, and fertilizer.¹²⁸ FFL considers its guidance as “low-impact, environmentally friendly, science-based landscape practices.”¹²⁹

Approximately 50 Florida counties have an active FFL program,¹³⁰ including Hillsborough,¹³¹ Manatee,¹³² Pasco,¹³³ and Pinellas.¹³⁴ To encourage using FFL, Pinellas County

¹²⁵ Orlando incorporates this. See City of Orlando, Fla., § 60.229, 66.200.

¹²⁶ Florida-Friendly Landscaping Program™, *supra* note 38.

¹²⁷ *Id.*

¹²⁸ *Id.*

¹²⁹ *Id.*

¹³⁰ UF IFAS Extension Manatee County, *Florida-Friendly Landscaping™ in Manatee County*, YouTube (Mar. 21, 2022), <https://www.youtube.com/watch?v=hqLLjnqg5aw>.

¹³¹ Florida-Friendly Landscaping™, UF IFAS Extension Hillsborough County, <https://sfyl.ifas.ufl.edu/hillsborough/lawngarden/florida-friendly-landscaping/>, (last visited Apr. 16, 2023); See also: Board Approves Funding for Florida Friendly Landscaping, Tampa Bay Water, <https://www.tampabaywater.org/blog/board-approves-funding-for-florida-friendly-landscaping/>, (last visited Apr. 16, 2023).

¹³² Florida-Friendly Landscaping™, UF IFAS Extension Manatee County, <https://blogs.ifas.ufl.edu/manateeco/category/home-landscapes/florida-friendly-landscaping/>, (last visited Apr. 16, 2023).

¹³³ Florida-Friendly Landscaping™, UF IFAS Extension Pasco County, <https://sfyl.ifas.ufl.edu/pasco/our-program-areas/florida-friendly-landscaping/>, (last visited Apr. 16, 2023).

¹³⁴ Florida-Friendly Landscaping™, UF IFAS Extension Pinellas County, <https://sfyl.ifas.ufl.edu/pinellas/florida-friendly-landscaping/>, (last visited Apr. 16, 2023); See also: Florida-Friendly Landscaping Incentive Program, Pinellas County, <https://pinellas.gov/programs/florida-friendly-landscaping-incentive-program/>, (last visited Apr. 16, 2023).

provides an incentive program available to businesses and residents living in the watershed communities of McKay Creek, Allen’s Creek, and Lake Seminole Basin.¹³⁵

FFL connects to community members in the following ways:

- (1) Florida Yards and Neighborhoods (FYN) collaborates with homeowners.
- (2) Florida-Friendly Communities (FFC) targets homeowners’ associations, builders, developers, property managers, community managers, and local governments.
- (3) Green Industries Best Management Practices works with landscape professionals to provide training in how to reduce water consumption while applying irrigation methods, pesticides, and fertilizer. Under Florida Statutes,¹³⁶ this training is mandatory for “all commercial fertilizer applicators” – and, as required by certain local ordinances, for some non-commercial fertilizer applicators – in their process of earning the required “Limited Certification from the Florida Department of Agriculture and Consumer Services (FDACS).”¹³⁷ UF/IFAS and the Florida Department of Environmental Protection provide certificates for completing the training.¹³⁸

Notably, the Florida-Friendly Landscaping Program does not consider artificial turf to be a “Florida Friendly Product.”¹³⁹ The Florida-Friendly Landscaping Program’s primary concerns with artificial turf are that it is a petroleum-based product, can reduce groundwater recharge and wildlife habitat, and can increase local heat, glare, noise.¹⁴⁰

IV. Turf Industry Perspectives

TBBA members expressed a desire to set industry standards and guidance for municipalities and homeowners on appropriate turf grass manufacturing and installation. For example, TBBA explained the importance of using appropriate *infill*, how it adds weight and acts as a ballast, expands life of turf and backing, and helps filter and move water. The most common infill in residential areas includes sand, silica sand (uncoated and coated), and rubber. Each has different performance capabilities. For example, cooling infill absorbs and releases water over time. TBBA asserted that this can keep soil saturated for growing plants and has a cooling effect on turf. While the types of infill vary in cost, TBBA members prioritize the highest quality of infill over affordability, functionality over cost, believing their products to be of a premium service.

¹³⁵ *Id.*

¹³⁶ Fla. Stat. § 482.1562 (2022).

¹³⁷ Florida-Friendly Landscaping Program™, *supra* note 38.

¹³⁸ *Id.*

¹³⁹ *Id.*; See also: Kathy Malone et al., Questions and Answers: 2009 Florida-Friendly Landscaping Legislation (Feb. 21, 2021), <https://edis.ifas.ufl.edu/publication/EP440>.

¹⁴⁰ Kruse, *supra* note 1.

Except for rubber infill, TBBA noted that most infill in residential turf are made from mostly natural materials or sand granules.

TBBA asserted that synthetic turf has several benefits, including its ability to prevent erosion. “According to Beard et al. (1994), the erosion control effectiveness of turfgrass is the combined result of a high shoot density and root mass for surface soil stabilization, plus a high biomass matrix that provides resistance to lateral surface water flow. . .”¹⁴¹ Artificial turf reduces the use and consumption of water as well, bypassing the need for irrigation. The Synthetic Turf Council estimated that synthetic turf fields conserved more than three billion gallons of water.¹⁴²

V. Conclusion

Artificial turf has numerous possible issues, including permeability, water filtration, urban heat island effect, and ecological impacts. Florida municipalities have begun to slowly address these issues through ordinances affecting how artificial turf may be used on residential property by addressing allowable square footage, installation and design standards, and even promotion of sustainable practices like Florida Friendly Landscaping. A model ordinance should set clear standards for artificial turf installation and use to promote environmentally and consumer friendly landscaping practices.

¹⁴¹ Lozano, *supra* note 20.

¹⁴² Synthetic Turf Counsel, <https://www.syntheticurfCouncil.org/news/123873/Synthetic-Turf-Conserves-More-Than-Three-Billion-Gallons-of-Water-and-Helps-the-Environment.ht> (last visited Mar. 11, 2023).

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Artificial Turf Model Ordinance Assessment

Maxwell Pyles and Angela Xu
Students from Stetson University College of Law
Jacobs Public Interest Law Clinic
for Democracy and the Environment



STETSON LAW

Roadmap

- Methods
- Environmental Impacts
 - Water
 - Heat
 - Ecology
 - Pollution
- Allowable Square Footage
- Existing Ordinances
 - TBRPC Members
 - Orlando
 - Other Florida Municipalities
- Other Paths

Methods

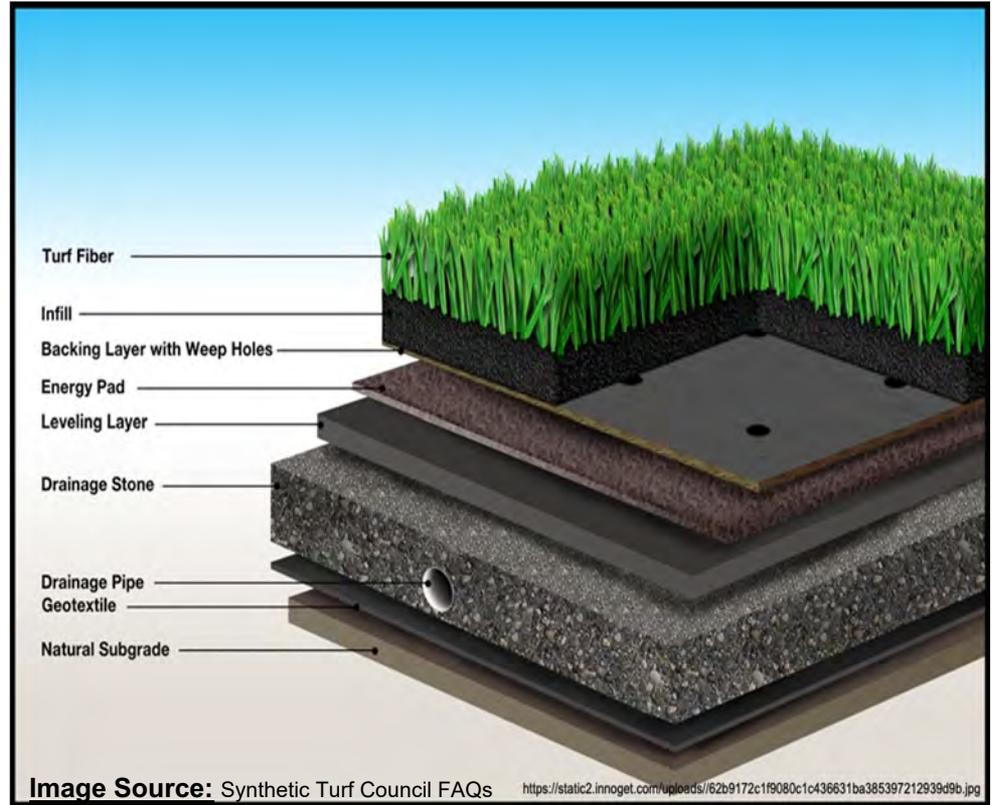
- Base Knowledge: September 8, 2022 ABM Meeting
- Scholarly Research
- Legal
 - Municode
 - Local Government Websites
- Meetings

A landscape photograph of a marsh at sunset. The foreground is filled with tall, green grasses. In the middle ground, there is a small body of water and some trees. The sky is filled with large, colorful clouds in shades of blue, pink, and orange, indicating a sunset or sunrise. A white rectangular box with a thin black border is overlaid on the right side of the image, containing the text "Environmental Impacts".

Environmental Impacts

Water

- Water Infiltration
 - Permeability
 - Runoff
- Reduce Water Use



https://staging-stc.site-ym.com/resource/resmgr/images/turf_crosssection.JPG

Compaction

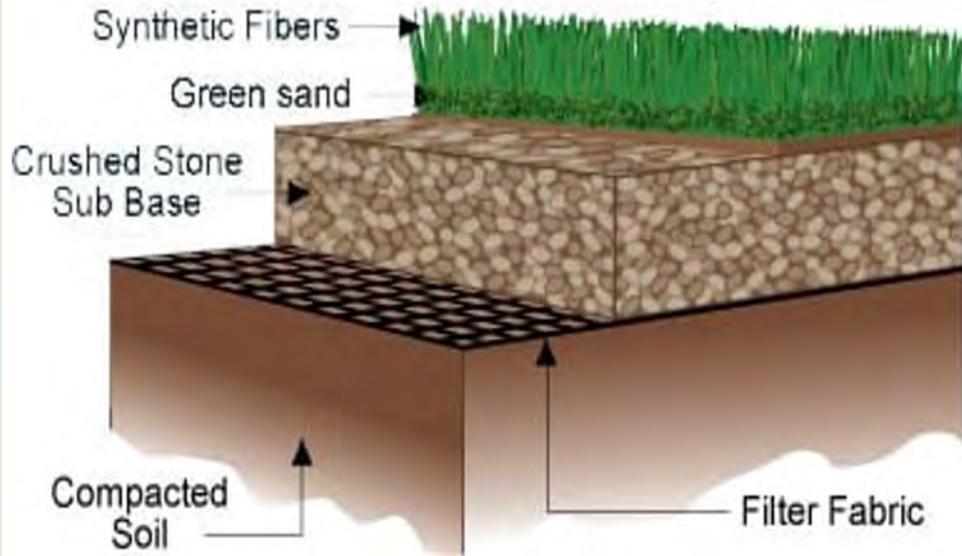


Image Source: Cascade Greens <https://images.squarespace-cdn.com/content/v1/62c466004573201d728200c2/eb841795-69f7-4daa-85ed-6a3f0e512ff5/Silica+sand.jpeg>



Image Source: Global Syn-Turf <https://www.globalsynturf.com/images/art/25x21/compacting-base-turf.jpg>

Heat

- Urban Heat Island Effect
 - Heat accumulation due to urban construction and human activities
- Higher Ambient Temperature
- Heat Retention

Ecology

- Loss of natural grass ecosystems
- Macroorganisms
 - Fewer insect populations
 - Weed growth
- Microorganisms
 - Reduced decomposition of waste

Pollution

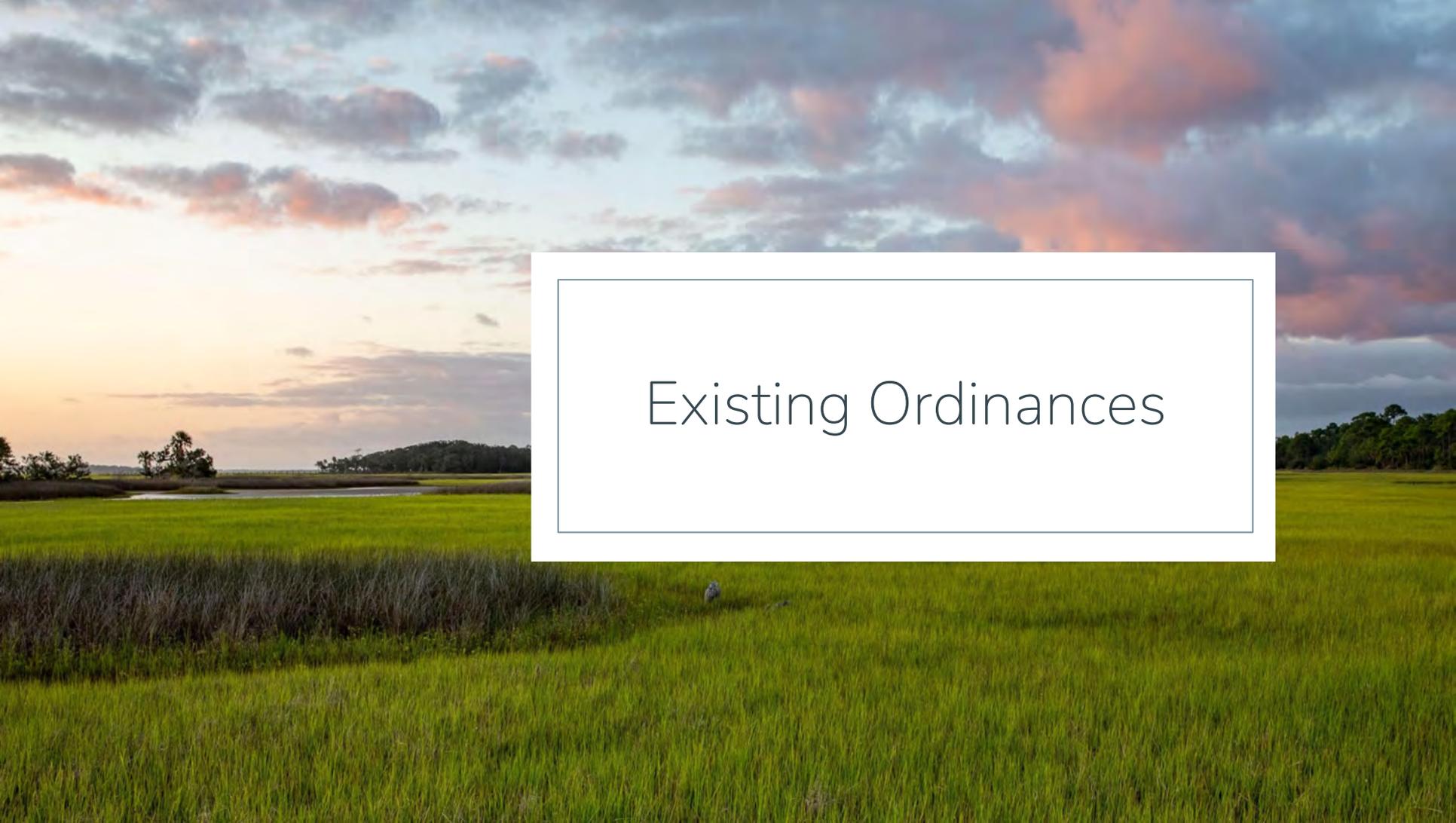
- Microplastics, Chemicals, and PFAS
 - Potential leaching into stormwater runoff
 - PFAS: per- or poly-fluoroalkyl substances
 - VOCs: Volatile Organic Chemicals
- Recyclability
 - Theoretically recyclable
 - Not widely adopted

A landscape photograph of a marsh at sunset. The foreground is filled with tall, green grasses. In the middle ground, there is a small body of water and some trees. The sky is filled with large, colorful clouds in shades of blue, pink, and orange, indicating a sunset or sunrise. A white rectangular box with a thin black border is overlaid on the right side of the image, containing the text "Allowable Square Footage".

Allowable Square Footage

Allowable Square Footage

- Impervious Surface Ratio (ISR)
- Maintain Distance
 - Trees and Shrubs
 - Lot lines
 - Water Bodies
 - Structures
- Hard Limit
 - Miami Shores: 30% of area or 600 ft²

A landscape photograph of a marsh at sunset. The foreground is filled with tall, green grasses. In the middle ground, there is a small body of water and some trees. The sky is filled with large, colorful clouds in shades of blue, orange, and pink. A white rectangular box with a thin black border is overlaid on the right side of the image, containing the text "Existing Ordinances".

Existing Ordinances

Florida Municipalities

- TBRPC Member Governments
- Orlando
- Other Municipalities
 - Lantana
 - Lighthouse Point
 - Marco Island
 - Miami Shores
 - Surfside
 - Weston



Image Source: <http://www.yourchildlearns.com/states/images/florida-map.png>
edited by Maxwell Pyles

TBRPC Member Governments



- Mostly Quiet
- Not Accepted As Live Plant Installations
 - Hernando County
- Artificial Turf meets General Maintenance Requirements
 - Pinellas County, New Port Richey, St. Pete Beach
- St. Pete Beach
 - Nonvegetative Pervious Material
 - Limited to 20% of Minimum Required Pervious Area

Orlando

- Permit Requirement
- Impervious Surface Ratio
- Installation
- Distance Requirements
- Aesthetics

ORDINANCE NO. 2021-49

1 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
2 OF ORLANDO, FLORIDA, RELATING TO ARTIFICIAL
3 TURF; AMENDING CHAPTER 60, PART 2, AND
4 CHAPTER 66 OF THE LAND DEVELOPMENT CODE, TO
5 PROVIDE SPECIFIC REGULATIONS FOR ARTIFICIAL
6 TURF AND PROVIDING STANDARDS FOR THE
7 INSTALLATION AND MAINTENANCE OF ARTIFICIAL
8 TURF; PROVIDING LEGISLATIVE FINDINGS, AND FOR
9 CODIFICATION, CORRECTION OF SCRIVENER'S
10 ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE.
11

12 **WHEREAS**, section 163.3202(1), Florida Statutes, requires that the city of
13 Orlando, Florida (the "city"), adopt or amend and enforce land development regulations
14 that are consistent with and implement the city's adopted comprehensive plan; and
15

16 **WHEREAS**, section 163.3202(3), Florida Statutes, encourages the use of
17 innovative land development regulations and requires that all land development
18 regulations be combined into a single land development code for the city, and
19

20 **WHEREAS**, from time to time, amendments and revisions to the city's adopted
21 comprehensive plan (the "Growth Management Plan"), progress in the field of planning
22 and zoning, or changes to state law make it necessary or desirable to amend the land
23 development regulations of the city; and
24

25 **WHEREAS**, at its regularly scheduled meeting of May 18, 2021, the Municipal
26 Planning Board recommended to the City Council of the City of Orlando, Florida (the
27 "Orlando City Council"), that the provisions of this ordinance are consistent with the
28 applicable provisions of the city's adopted Growth Management Plan, are in the best
29 interest of the public health, safety, and welfare, are in harmony with the purpose and
30 intent of the Land Development Code of the City of Orlando, Florida (the "Land
31 Development Code"), will not result in disorderly and illogical development patterns, and
32 will not result in incompatible land uses; and
33

34 **WHEREAS**, the Orlando City Council hereby finds and determines that this
35 ordinance is consistent with the applicable provisions of the city's adopted Growth
36 Management Plan, is in the best interest of the public health, safety, and welfare, is in
37 harmony with the purpose and intent of the city's Land Development Code, will not result
38 in disorderly and illogical development patterns, and will not result in incompatible land
39 uses; and
40

41 **WHEREAS**, the Orlando City Council hereby finds and declares that this ordinance
42 is in the best interest of the public health, safety, and welfare.
43

44 **NOW THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF**
45 **ORLANDO, FLORIDA, AS FOLLOWS:**

Other Municipalities

- Permitting
- Design
- Installation
- Additional Standards



Permitting

- Landscaping Plans
 - Dimensions and Details
 - Impervious Area Calculation
- Irrigation
- Manufacturer Specifications
- Turf Cross Sections / Sample
- Property Survey

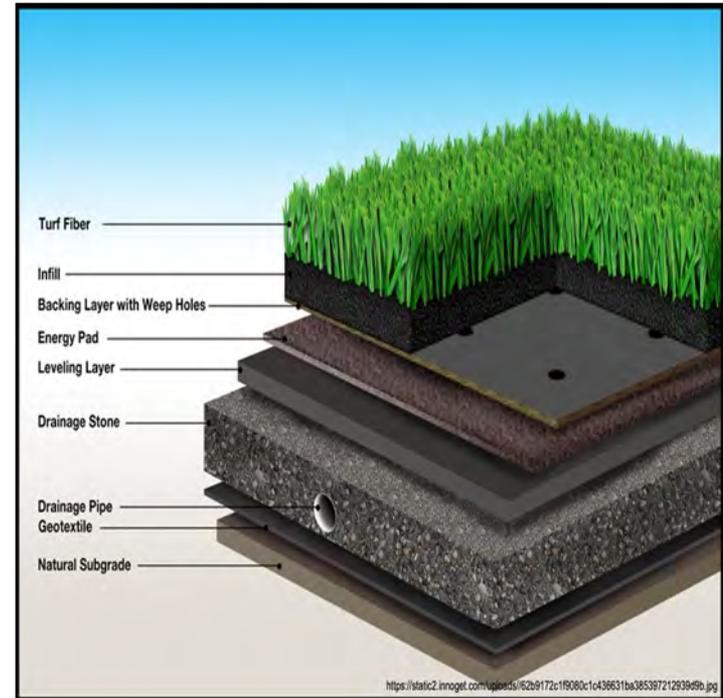


Image Source: Synthetic Turf Council FAQs
https://staging-stc.site-ym.com/resource/resmgr/images/turf_crosssection.JPG

Design

- Pile Type (Grass Blades)
 - Min/Max Blade Height
 - Material
- Infill Use
 - Silica Sand
- Permeable Backing
- Face Weight
- Lead Free and Flame Retardant
- Prohibits Indoor/Outdoor Carpeting

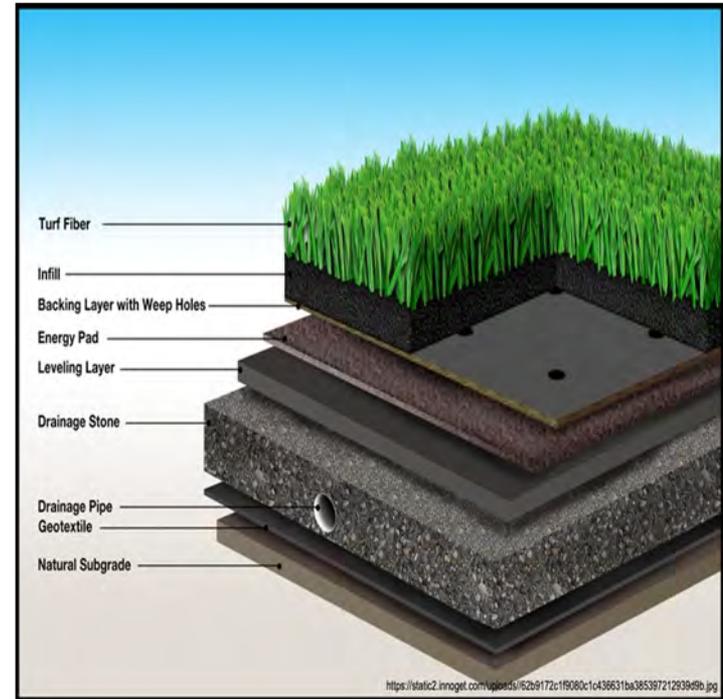


Image Source: Synthetic Turf Council FAQs
https://staging-stc.site-ym.com/resource/resmgr/images/turf_crosssection.JPG

Installation

- Florida Licensed Contractor or Professional
 - DBPR License?
- Manufacturer Specifications
- Compacted Aggregate
- Subgrade designed for Positive Drainage
- Seams and Infill
- Distance from Plants, Structures, Lot Lines
- Protect Roots

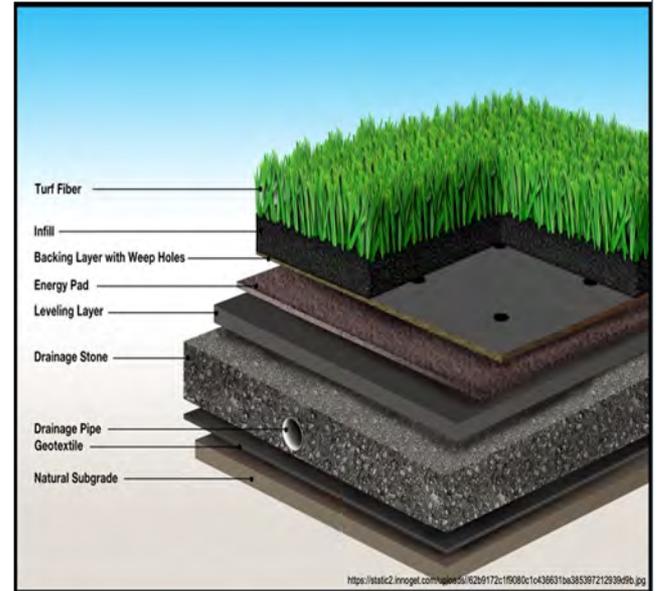


Image Source: Synthetic Turf Council FAQs
https://staging-stc.site-ym.com/resource/resmgr/images/turf_crosssection.JPG
G

Additional Standards

- Maintenance
 - Clean, Fadeless, Whole
- Prohibited in Rights-of-way
- Rear Yard Only
- Removal/Damage Covered by Property Owner
- Prohibited on Seawall
- Impervious Surface

Existing Municipalities

- Mostly Address Design and Installation
- Environmental Issues
 - Difficult to Directly Address
 - Still Partially Accomplished



Image Source: <http://www.yourchildlearns.com/states/images/florida-map.png>
edited by Maxwell Pyles

Potential Model Ordinance Options

- Hard Limits
- Permitting
- Limit Potentially Harmful Aspects
 - Allowable Square Footage
 - Protect Natural Landscape
 - Materials
 - Reduce/Ban Crumb Rubber Infill
- General Installation Requirements
 - Manufacturer Specifications, Quality Standards, Materials, etc.
- Note Enforcement Issues

Florida-Friendly Landscape



ffl.ifas.ufl.edu

UF IFAS Extension
UNIVERSITY OF FLORIDA

Florida-Friendly
Landscaping



Conclusion

- Methods
- Environmental Impacts
 - Water
 - Heat
 - Ecology
 - Pollution
- Allowable Square Footage
- Existing Ordinances
 - TBRPC Members
 - Orlando
 - Other Florida Municipalities
- Other Paths



Elizabeth Abernethy

From: Travis Jarman <travis.jarman@bayway.org>
Sent: Monday, January 23, 2023 7:13 AM
To: Corey D. Malyszka
Cc: Elizabeth Abernethy
Subject: Artificial Turf and Florida Friendly Landscaping
Attachments: UFAS ENH1348 .pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Corey – I’m writing as a local resident and Board member of the Bayway Isles Homeowners Club, as an Executive Board member of Scenic Florida (www.scenicflorida.org), and as the founder of Scenic St. Petersburg.

Liz asked that I follow up with you about the upcoming PS&I Committee discussion on artificial turf. I understand that staff is not recommending any changes in the current landscaping ordinance, specifically regarding Section 16.40.060.2.1.2. The organizations that I represent endorse and fully support the staff’s position.

I don’t know if you are aware of the University of Florida’s IFAS Extension’s paper regarding the use of artificial turf in Florida landscapes, attached. City staff’s comments notwithstanding, the University’s position on this matter may be helpful in informing the PS&I Committee members regarding the negative impact of artificial turf. If you have not already done so, I encourage you to provide each Committee member with a copy of the attached document as background material ahead of their first meeting on the subject.

If it would be helpful members of our Association’s Board would be happy to meet individually with the Committee members so that they are fully informed as to the negative effects of allowing the increased use of artificial turf on our city’s residential lots.

If there is anything I can do to assist in this matter, please reach out by email or call me at 727 865-1920.

Please use my comments as feedback from the public on this matter.

Thank you for everything you do for our city.

Best regards,

Travis Jarman
Vice President
Bayway Isles Homeowners Club, Inc

Synthetic Turfgrass and the Nine Principles of Florida-Friendly Landscaping™¹

Jason Kruse, Bryan Unruh, Jennifer Marvin, Tom Wichman, Lynn Barber, Norma Samuel, John Bossart, Claire Lewis, and Esen Momol²

Introduction

Homeowners in Florida are offered many different species and cultivars of natural turfgrass to consider for their lawns, each offering varying levels of shade, maintenance, water, disease, and pest resistance, as well as differences in color, texture, and overall aesthetics. Recent additions to the list of available turfgrasses have benefited from extensive breeding programs to develop cultivars that need fewer inputs (e.g., water and fertilizer), have fewer pest problems, and require less mowing, all traits that contribute to their appropriate use in Florida-Friendly Landscaping™ (FFL) (Momol et al. 2021).

However, in addition to these living turf options, some homeowners replace natural turfgrass with synthetic turf, also referred to as artificial turf. Originally developed as a durable, low-maintenance playground surface, synthetic turf is a manufactured product that utilizes synthetic fibers that mimic the aesthetic look of natural grass. Essentially outdoor carpet, artificial turf is typically composed of nylon, polypropylene, or polyethylene fibers connected to a reinforced backing material. While designed to imitate the look of natural turf, synthetic turf does not provide the

ecosystem benefits of a natural turf system. This publication examines the properties of synthetic turf in relation to each of FFL's nine principles.

Florida-Friendly Landscaping™: The Nine Program Principles

FFL protects Florida's natural resources by conserving water, reducing waste and pollution, creating wildlife habitat, and preventing runoff and erosion (Momol et al. 2021). Landscapes in Florida can be Florida-Friendly if designed and maintained according to the nine Florida-Friendly Landscaping™ principles (FYN Handbook 2015). Each of the nine Florida-Friendly Landscaping™ principles are evaluated below as they relate to living turfgrass and its potential replacement by synthetic turf.

1. Right Plant, Right Place: FFL's mission is to provide science-based information for creating resilient, sustainable landscapes of living plants that have been specifically selected and appropriately installed so that they require little or no irrigation, fertilizer, or pesticide. Because synthetic turf is not alive, it does not meet the criteria

1. This document is ENH1348, one of a series of the Environmental Horticulture Department, UF/IFAS Extension. Original publication date December 2021. Visit the EDIS website at <https://edis.ifas.ufl.edu> for the currently supported version of this publication.
2. Jason Kruse, associate professor, Environmental Horticulture Department; Bryan Unruh, professor and associate center director, Environmental Horticulture Department, UF/IFAS West Florida Research and Education Center, Jay, FL; Jennifer Marvin, statewide FYN coordinator, UF/IFAS Florida-Friendly Landscaping™ Program; Tom Wichman, assistant director and statewide GI-BMP coordinator, UF/IFAS Florida-Friendly Landscaping™ Program, UF/IFAS Center for Land Use Efficiency; Lynn Barber, program county Extension agent II, Florida Friendly Landscaping™, UF/IFAS Extension Hillsborough County; Norma Samuel, Extension agent IV, PhD, Florida Friendly Landscaping™ and urban horticulture, UF/IFAS Extension Sumter County; John Bossart, Extension program manager, UF/IFAS Florida-Friendly Landscaping™ Program; Claire Lewis, statewide FFC coordinator, UF/IFAS Florida-Friendly Landscaping™ Program; and Esen Momol, director, UF/IFAS Florida-Friendly Landscaping™ Program; UF/IFAS Extension, Gainesville, FL 32611.

of a plant choice for an FFL landscape. As a living plant, natural turfgrass plays an important role in cooling the environment that synthetic turf cannot. Average surface temperatures of a natural turfgrass lawn have been reported to be as much as 70°F cooler than a dormant brown lawn and as much as 100°F cooler than synthetic turf surfaces. Higher surface temperatures increase the surrounding air temperatures and result in an increase in the energy required for mechanical cooling of adjacent homes and buildings. Caludio (2008) describes heat island effects generated by larger installations of synthetic turf. Living turfgrass also provides a root zone, which helps to filter and slow runoff and stop erosion. Synthetic turf cannot do this, because part of its installation requires compacting the earth below, increasing runoff beneath the synthetic turf.

2. Water Efficiently: Synthetic turf systems do not require supplemental irrigation; however, installations may require water use for different reasons. As mentioned above, synthetic turf can become excessively hot, with one author (Kruse) measuring surface temperatures on synthetic turf as high as 160°F. Because of these high temperatures, it is common for users to spray the surface with water to cool it for use, which may negate some of the perceived benefit from the system not requiring “irrigation.” In addition, many manufacturers recommend weekly wash downs of the artificial turf surface to remove contaminants such as dust and pet waste and its odor. These washings, especially those to remove pet urine, often use quite a bit of water because the waste must pass through the artificial turf, the underlying substrate, and the weed barrier before being carried away. This wash water will generally not infiltrate into the ground below because of soil compaction conducted before installation of the synthetic turf. As noted in *The Ultimate Artificial Grass Maintenance Guide* (neograss.co.uk):

If your lawn has not been installed on a free-draining sub-base, then you may need to purchase one of the many artificial grass cleaning products available on the market that will remove the smell of urine and sanitize your lawn.

Living turf, on the other hand, helps cool the environment, absorbs pet urine, and does not require washing to remove odors or dust. Once established, living turf needs minimal water during times of drought.

3. Fertilize Appropriately: Synthetic turf systems do not require fertilization. However, the lack of a root system and its associated microbial community in synthetic

turf systems eliminates the water filtration benefit that is gained through the installation of a living turfgrass system.

- 4. Mulch:** In an FFL landscape, mulch is often incorporated within ornamental beds and around shrubs to maintain soil moisture and control weed growth. However, mulch application is not applicable to synthetic turf systems.
- 5. Attract Wildlife:** An FFL landscape will often incorporate elements that attract wildlife, including the installation of host and pollinator plants to attract butterflies and native bees, as well as mixes of shrubs and trees that provide food, cover, and nesting opportunities for birds and other wildlife. This effect is amplified when natural wildlife preserves, and other green areas are adjacent or nearby. Research has shown that turfgrass lawns support an abundance of beneficial arthropods, such as beetles, bees and wasps, as well as worms, which in turn support larger wildlife such as birds and other ground-feeding wildlife (Shimat et al. 2020). Synthetic turf does not offer any benefits that attract or support wildlife.
- 6. Manage Yard Pests Responsibly:** A fundamental component of FFL is using the appropriate combinations of plants (see FFL Principle No. 1: Right Plant, Right Place) maintained through proper irrigation and fertilizer protocols, so that yard pests are controlled with little or even no need for pesticide application. This holistic pest management approach forms the basis of integrated pest management, or IPM. As discussed above, while synthetic turf plays no role in attracting or supporting wildlife, it also does not contribute to the mix and balance of landscaping plants that promote IPM.
- 7. Recycle Yard Waste:** FFL promotes the recycling of yard and landscape clippings into mulch and compost. This not only reduces the amount of yard waste that must be picked up curbside and transported for disposal, but yard waste converted to compost and used as fertilizer decreases the need for a homeowner to buy other fertilizers, especially synthetic fertilizers. Because synthetic turf is primarily plastic, it does not directly generate yard waste such as leaf litter and clippings, although falling leaves that accumulate on the synthetic turf must still be removed to prevent wear and tear. More importantly, however, synthetic turf has a finite life span, perhaps 10 to 20 years depending on the quality of ongoing care including rinsing, removing leaves, and sanitizing. At the end of its life, the synthetic turf will need to be removed and replaced, with the ultimate disposal of the old synthetic turf most likely in a landfill.

8. Reduce Stormwater Runoff: The primary base construction for synthetic turf systems in residential landscapes involves removal of a portion (2"–3") of the topsoil followed by heavy compaction of the remaining soil to establish a firm, uniform base on which to install the synthetic turf product. This compaction reduces soil infiltration rates and increases the risk of runoff from the landscape. While it may be possible to use rain gardens, berms, and swales to retain runoff on the property, there remains a significant risk of increased runoff when compared to natural turfgrass, which has been shown to increase soil infiltration rates. A recent study by Simpson and Francis (2021) demonstrated that synthetic turf lawns had more runoff and decreased water retention compared to living turf lawns. A similar study (Chang et al. 2021) found that living turf provided greater runoff control than synthetic turf.

- a. In addition to runoff volume, synthetic turf runoff has been shown to contain zinc in concentrations that pose a potential risk to surface waters and aquatic organisms (Connecticut Department of Environmental Protection 2010). Another synthetic turf study in New York found that runoff water from rain or from spraying or misting contained some 25 different chemical species and four metals (zinc, selenium, lead, and cadmium) that were released into water from the rubber infill incorporated into the synthetic turf (Claudio 2008).
- b. In contrast to synthetic turf, a healthy, established natural turf system consists not only of the dense cover of the aboveground grass blades, but also an underlying deep, intricately intertwined root zone that can filter and absorb contaminants. Natural turf installations improve soil structure over time and as a result enhance water filtration and infiltration into the soil. A robust root zone with healthy soil will also absorb dissolved nutrients, decrease nutrient leaching into the underlying ground water, and sequester carbon. Because, by definition, synthetic turf systems do not consist of plant material, they have no capacity to provide these same ecosystem services as a living turf.

9. Protect the Waterfront: Synthetic turf systems lack the soil-stabilizing benefits offered by the rootzones of flood-tolerant plants that are typically found along the edges of water bodies. The presence of these plants protects the shoreline from erosion and has been documented as having a significant impact in reducing the concentration and amount of contaminants that enter bodies of water

through stormwater runoff. Installation of a synthetic turf system along the edge of a water body increases the risk of soil erosion due to the lack of an established soil-stabilizing rootzone. In addition, the increased risk of runoff due to compaction of the soils during installation will increase the risk of pollutants reaching the water body that may have otherwise been caught/filtered out by the natural turfgrass system.

Conclusions

Protecting and preserving Florida's water resources through sustainable landscaping practices on living landscapes is the primary focus of the Florida-Friendly Landscaping™ Program. It strives to achieve this goal through implementation of nine principles designed to reduce the environmental impact of urban landscapes while creating wildlife habitat, preventing erosion, and reducing landscape-based contributions to landfills. When considering the use of a synthetic turf system in the urban landscape, it is important to understand all the potential environmental impacts. Synthetic turf systems have not been shown to improve or create wildlife habitat, do not improve groundwater recharge, can heat excessively in the sun and, in more extensive installations, can cause a substantial heat island effect. In addition, synthetic turf generates higher stormwater runoff than natural turf and has been shown to leach a variety of contaminants, including both organic compounds and heavy metals. Finally, since synthetic turf is primarily plastic it has a finite lifespan and must eventually be disposed of in a landfill, a practice that is counter to the sustainability goals of the Florida-Friendly Landscaping™ Program.

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From: [Edward Briggs](#)
To: [Elizabeth Abernethy](#)
Subject: Artificial turf
Date: Thursday, March 30, 2023 3:28:18 PM
Attachments: [image001.png](#)
[Edward Briggs3.vcf](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Liz,

As a follow up to your meeting with the TBBA St. Pete GA.

Follow up from our meeting with St. Pete. The link below includes information concerning artificial turf that has been presented to City of Tampa and TBRPC.

Please review info in folder and let me know if you have any questions:

https://www.dropbox.com/sh/mqkxzsw0hjmp0gr/AABPpjZTu_bF2i5FjA6Trt9va?dl=0

They key to this current exercise is education and benefit of artificial at this point. The system is pervious, it helps limit run off, excessive water usage and reduces emissions.

https://www.dropbox.com/sh/mqkxzsw0hjmp0gr/AABPpjZTu_bF2i5FjA6Trt9va?dl=0

We are happy to set up a separate meeting on this.

Sincerely,



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SYNTHETIC GRASS OVERVIEW



BRIEF INTRODUCTION

The first type of artificial turf, a carpet of green nylon, was introduced in the 1960s when it was installed on a sports field in a domed stadium. Since then, synthetic turf has gained widespread popularity as new generations of turf systems have been installed in residential, commercial, municipal, government and military landscape lawn applications, including specialized systems for golf and putting greens, dog parks, rooftops, and playgrounds.



A FEW ADVANTAGES OF SYNTHETIC TURF

- Reduces runoff and saves water
- Eliminates fertilizer, pesticides, and herbicides
- Reduces use of lawn equipment and harmful emissions
- Requires minimal maintenance
- Eliminates cost of lawn maintenance, irrigation systems, etc.
- Allows lush green landscapes in difficult areas to grow natural landscape
- Most products are 100% recyclable after their 15 to 20 year lifespan

A FEW MORE ADVANTAGES TO SYNTHETIC GRASS

- Kid & pet safe
- Environmentally friendly
- No heavy metals
- Does not leach VOCs
- Fiber innovations: Increased turf life



**OUR ENVIRONMENT AND
WATER: SYNTHETIC GRASS HAS
ADVANTAGES TO HELP**

NATURAL LAWN & CHEMICALS



- Of the 30 most commonly used lawn pesticides, 10 are linked with Cancer or Carcinogenicity, 13 to Birth Defects, 21 to Reproductive Issues, 26 with Liver/Kidney Damage, 15 with Neurotoxicity and 11 to Disruption of the Endocrine System.
- Pesticides and fertilizers negatively affect streams and waterways through storm water runoff and has been identified by the EPA as a principal cause of water pollution
- In Florida alone, the EPA estimates that 1,000 miles of rivers & streams, 350,000 acres of lakes and 900 sq. miles of estuaries are impaired by runoff of these chemicals
- Americans use 10 times more chemical pesticides and fertilizers on their lawns, per acre, than is used on US farmlands



HERBICIDES & PESTICIDES IN FL

- As of March 2019, 32 countries have to date banned the use of Glyphosate, the key ingredient in Monsanto's Roundup weed killer. The IARC report concluded that glyphosate is a "probable human carcinogen."
- In March 2019 the city of Miami passed a resolution banning the use of glyphosate on city property over concerns that harmful pesticides were killing the local plant life.
- The ban went to effect immediately after its passage by city commissioners. The city typically uses almost 5,000 galls of glyphosate products every year. This ban will significantly reduce resident exposure.
- 11 other FL cities have matching restrictions

WATER USAGE

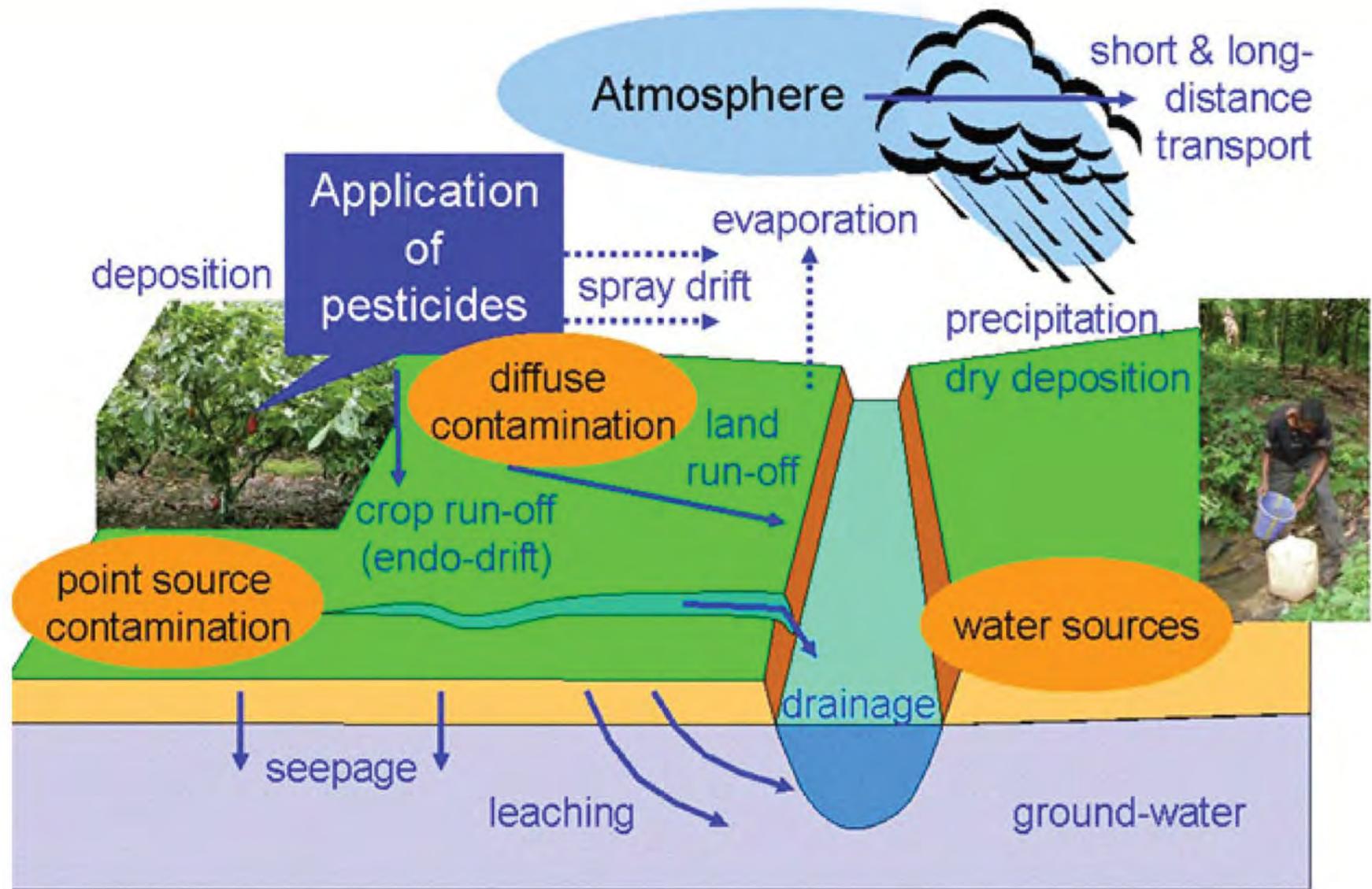
- Americans spend approximately \$28.9 billion annually on lawns. That's \$1,200 per household
- According to the EPA, 50-70% of household water is used for outdoor irrigation. Total is over 7 billion gallons of water per day
- The amount of synthetic grass currently installed nationally saves 3-4 BILLION gallons of water every year
- EPA estimates 50% of the water used for irrigation of lawns is wasted due to inefficient watering methods and systems
- Natural grass sports fields up to 1 million gallons of water each year
- Municipalities are finding the need to implement water saving tactics, even where rain is plentiful



** facts and research provided by the EPA and the synthetic turf

council 2014**

WATER USAGE



DID YOU KNOW?

- Gas-powered lawnmower with 3.5 horsepower releases the same amount of air pollution in 1 hour as a new car driven 340 miles?
- Over 17 million gallons of gas and oil are spilled each year refueling lawn equipment
- 2.2 billion gallons of fuel are used each year for lawn care & maintenance
- A product that is recyclable at the end of its service life
- Artificial grass does however stay much cooler than any other hardscape surface and does not absorb & radiate heat like hard pavement, rock or brick surfaces. Synthetic grass attains the same temperature as a concrete surface. Artificial grass surface can be quickly cooled with a spritz of water on the hottest of summer days

facts from south coast air quality management district, American yard from a sustainability standpoint, EPRO water

RECYCLABILITY

After removal, old synthetic turf can be turned into new turf infill and backing, as well as other products, such as crude oil, custom bi-products, and artificial lumber.

Some manufacturers have a “take back” program for both sports fields and landscape applications, whereby they will provide customers with the option that the turf will be recycled at their end of its useful life when replaced with another synthetic turf system.



WATER USE RESTRICTIONS: HOW TURF CAN HELP

In some areas of the US, outdoor landscaping may account for more than 50% of daily water use. For areas of the US in a continued state of emergency due to severe drought, outdoor water use must be reduced.

To address severe drought conditions, states such as California have issued a series of Executive Orders and directed their State Water Resources Control Board to implement mandatory water reductions in cities and towns to reduce potable urban water usage by 25 percent statewide. Executive Order B-29-15 will:

- lead an initiative to replace 50 Million Square Feet of lawns and ornamental turf with drought tolerant landscapes.
- require that commercial, industrial and institutional properties (including campuses, golf course and cemeteries) immediately implement water efficiency measures to reduce potable water usage by 25%.
- prohibit irrigation of lawns and ornamental turf on public street medians, and
- prohibit new homes and developments from irrigating with potable water unless water-efficient drip irrigation systems are installed.

WATER USE RESTRICTIONS: HOW TURF CAN HELP

To help reach water use reduction goals, some jurisdictions offer tax rebates and water rebates to assist homeowners and commercial building owners with the upfront costs of turf removal and synthetic grass installation. Consult local jurisdictions regarding their synthetic turf design standards and applicable rebate programs.



THE PROPERTIES OF SYNTHETIC GRASS

EVOLUTION OF SYNTHETIC TURF

Synthetic turf is essentially a flooring fabric made from a variety of materials and layers. Since its creation the artificial turf industry has studied the behavior of natural grass and the safety and sustainability of synthetic grass.

Synthetic turf systems are developed by system integrators who select the synthetic grass, infill, and seaming and base materials. New technologies and research have enabled manufacturers to design, produce, and install synthetic turf that replicates the look and feel of natural grass with the safety and performance of an engineered surface.

First Generation Turf

A tightly curled, nylon fiber, woven into a foam backed material. The first installations were engineered to be glued down on top of hard surfaces, such as concrete and asphalt. The First Generation of turf was inspired by the Ford Foundation's request to improve inner city play areas.

Second Generation Turf

Polypropylene yarns were introduced along with a new "shag turf" like metaphor in the early 1990s. The new yarns were less abrasive than the first generation turf products.

Third Generation Turf

Polyethylene yarn fibers were introduced into the synthetic turf industry in the mid-1990s along with an improvement in the turf system's form, function and stability by introducing the use of infill.



MAIN COMPONENTS

The 3 main components of a synthetic turf system

- Fibers or Blades
- Backing
- Infill

The type of material used to make each component will affect the functionality and durability of the entire turf system as a whole.

FIBERS OR BLADES



The fibers are made of yarn and makeup the blades of grass that are seen on top. From manufacturer to manufacturer and blade type to blade type the fibers will vary in composition, structure, color, thickness, and height.

The fibers can be “tufted” into the backing using similar techniques to those used to manufacture carpets or “knitted” into the backing.

- In the tufting process, loops of yarn are created on the top surface of the turf as the needles of the tufting machine insert the yarn into the backing material. The loops of yarn are then cut to create individual blades of grass.
- In the knitting process, a separate piece of yarn is threaded and knotted into the backing to create each individual blade of grass.

The yarn may be curled, fibrillated, multiplied or twisted, before it is tufted or knitted into the backing material and then cut to the specified height. New technologies enable manufacturers to produce synthetic grass that replicate different natural grass types, as found naturally and grown across the US.

FIBERS OR BLADES



Density

Density refers to the amount of pile yarn per area of turf or the closeness of the tufts. Closer tufts require more yarn per square foot of turf and create a more dense landscaping surface. A softer synthetic grass is created with a longer pile height and a higher density

Denier

Denier is a yarn size unit—a yarn's weight measured in grams per 9000 meters of yarn end. The lower the denier, the finer the fiber; the higher the denier, the larger or heavier the yarn. The term denier is sometimes used interchangeably with the term density or to express the density of synthetic grass

Fibre thickness

Fibre thickness is measured in microns and is measurement of the edge of a fibre. The number of blades per stitch needs to be taken into account when reviewing the value of a fiber's thickness for lawn and landscape use unless the project is under extreme traffic or weight loads.

FIBERS OR BLADES

Blade structure

Two common blade forms are slit-film and monofilament.

- Slit-film fibers are made from sheets of polymer that have been cut to a specified width. The resulting wide tapes are then slit at random intervals which causes them to split during the infilling steps of the manufacturing process creating a natural grass look.
- Monofilament fibers are single-stranded extrusions that are individually tufted into the turf's backing. Monofilament fibers have a strong spine and the single-strand extrusion process means a variety of cross sections and shapes can be produced.

The addition of ridges running from top to bottom alongside each face of the blades structure increases the strength and softness of synthetic grass fibers. Made possible by a proprietary technology, the ridges allow the fibers to flex, twist, and rebound like natural grass blades. Flat blades do not have the same rebound quality.



Ridged blades

BACKING

The backing, the third main component of a synthetic turf system, comprises a primary backing and a secondary backing, both of which must work together to provide dimensional stability to the entire system.

The primary backing is the material that the yarn fibers are tufted or knitted into and the secondary backing is a coating applied to the reverse side of the primary backing.

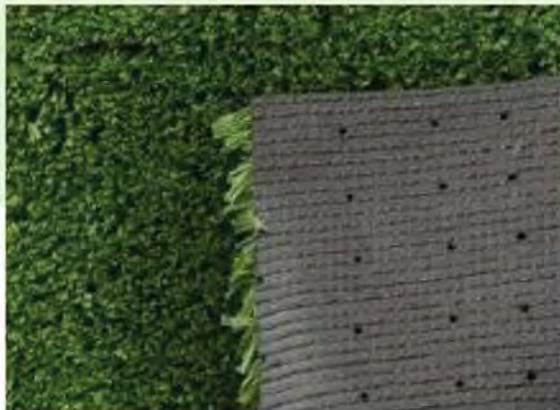
The primary and secondary backing also play a role in how well a turf system drains.



BACKING

The primary backing supports the fibers and facilitates seaming between the turf panels. Primary backing materials for landscape synthetic grass systems may be layers of woven or non-woven fabrics such as felt, needled fleece, or woven polypropylene.

The purpose of the secondary backing is to permanently lock the fibers into place, thereby increasing tuft bind. Secondary coating options include polyurethane (PU), hot melt polyolefin (HMP), and latex. To ensure drainage requirements are met, secondary backings are either precision coated with a 100% permeable woven polypropylene backing with microscopic holes, solid-coated and perforated with holes punched or burned into the backing, or affixed with a semi-permeable felt-type material.



INFILL



The last component of a synthetic turf system, the infill, is usually a loose, fragmented or granular material that is easily spread on top of the backing and distributed between the fibers.

Infill material options for landscape synthetic turf may include a layer of one or a combination of the following:

- acrylic coated sand
- washed silica sand
- crumb rubber (granules specified as new or recycled rubber)
- cryogenic rubber (highest grade recycled rubber granule)
- volcanic ash, and
- cork, corn husks or coconut shell products.

VOLCANIC ASH



ACRYLIC COATED SAND



SILICA SAND



CRYOGENIC RUBBER



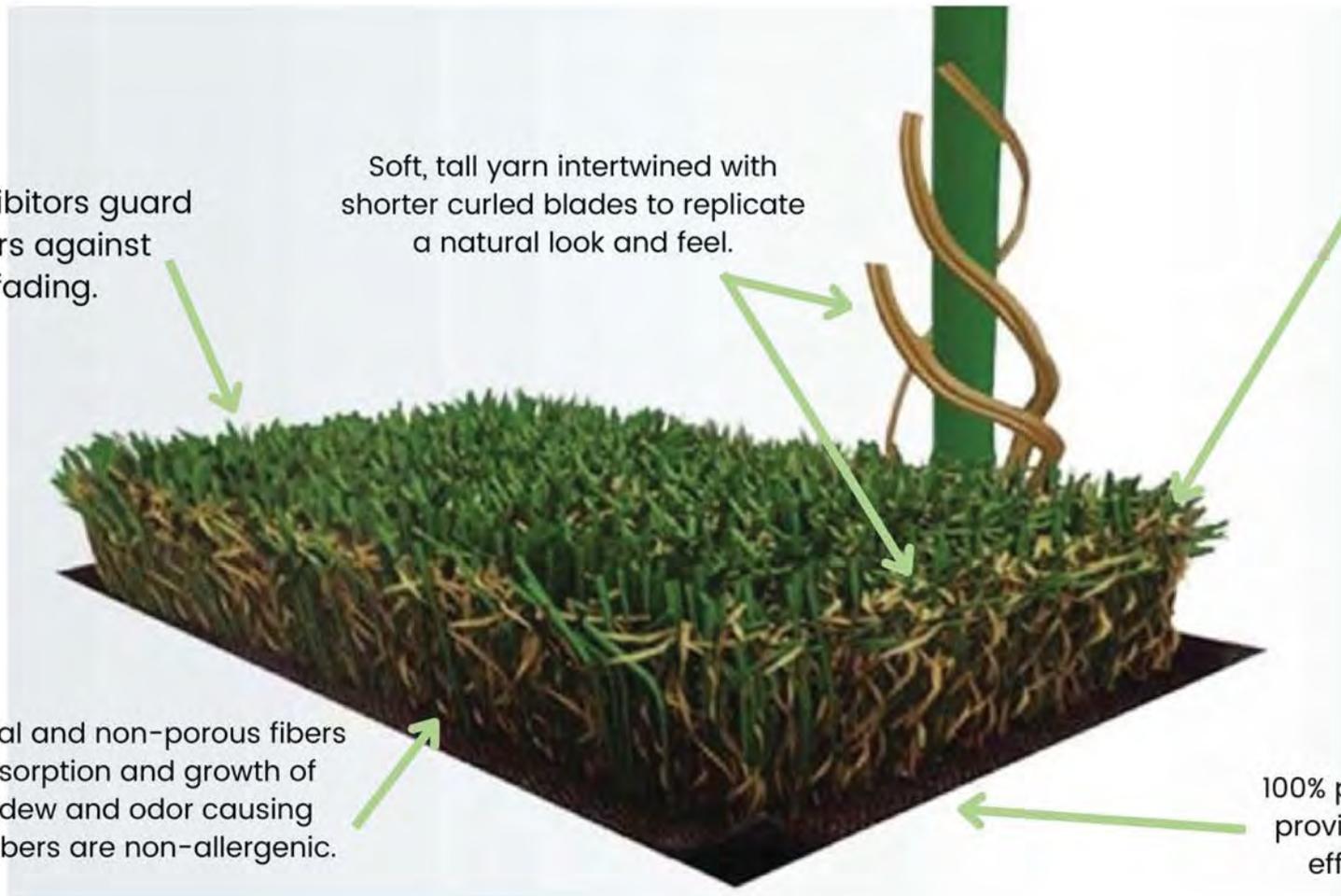
INFILL



Since the infill replicates the thatch or top soil layer of natural sod, it is usually available in an earth tone or green color to blend well with the fibers. The type and amount of infill used depends on the application e.g. public use, dog grass, play area etc.

Proper infill installation is critical to maintaining blade structure, keeping the blades vertical, and protecting the grass system from the elements. The infill prevents the fibers from being “trodden flat.” A critical mistake made in many turf projects, regardless of the type of infill used, is the under filling or over filling of the turf system. An over filled system may experience severe infill displacement, while an under filled system may experience wrinkling and/or buckling of the turf surface and premature wear and abrasion of the fibers.

SYNTHETIC GRASS COMPONENTS



UV inhibitors guard fibers against fading.

Soft, tall yarn intertwined with shorter curled blades to replicate a natural look and feel.

Supple texture of the fiber is made possible by an extrusion process that stretches fibers multiple times for maximum softness.

Antimicrobial and non-porous fibers inhibit absorption and growth of mold, mildew and odor causing bacteria. Fibers are non-allergenic.

100% permeable backing provides resiliency and effective drainage

HEAT RESISTANCE

Artificial grass in general can not stay as cool as natural grass because natural grass is coursing with water which cools the organic grass blade surface.

Artificial grass does however stay much cooler than any other hardscape surface and does not absorb and radiate heat like hard pavement, rock or brick surfaces. In general, synthetic grass attains the same temperature as a concrete surface. However, because of its non-absorptive properties and because it does not radiate heat, the artificial grass surface can be quickly cooled with a spritz of water or cloud coverage on the hottest of summer days.



FIRE RESISTANCE

Synthetic grass has fire retardant properties, so while the fibers will melt or singe when exposed to open fire and extremely hot objects for an extended period of time, fire will not spread. In addition, some infill types, e.g. sand, rubber, are fireproof and have an extinguishing effect on flame spread. Select turf products have achieved a Class 1 fire rating. Consult individual manufacturers for details.

In some instances, careful consideration must be paid to a landscape's orientation and its exposure to the sun's energy when magnified by glass or reflective surfaces. Intense light reflections from windows or doors with low emittance (low-E) glass, glass tables, or reflective siding may shrink, curl or even melt synthetic turf fibers. Therefore, it may be necessary to design a landscaped area that includes hard- and softscape features for shading and to tint any windows or doors that cause magnified or reflective light issues.

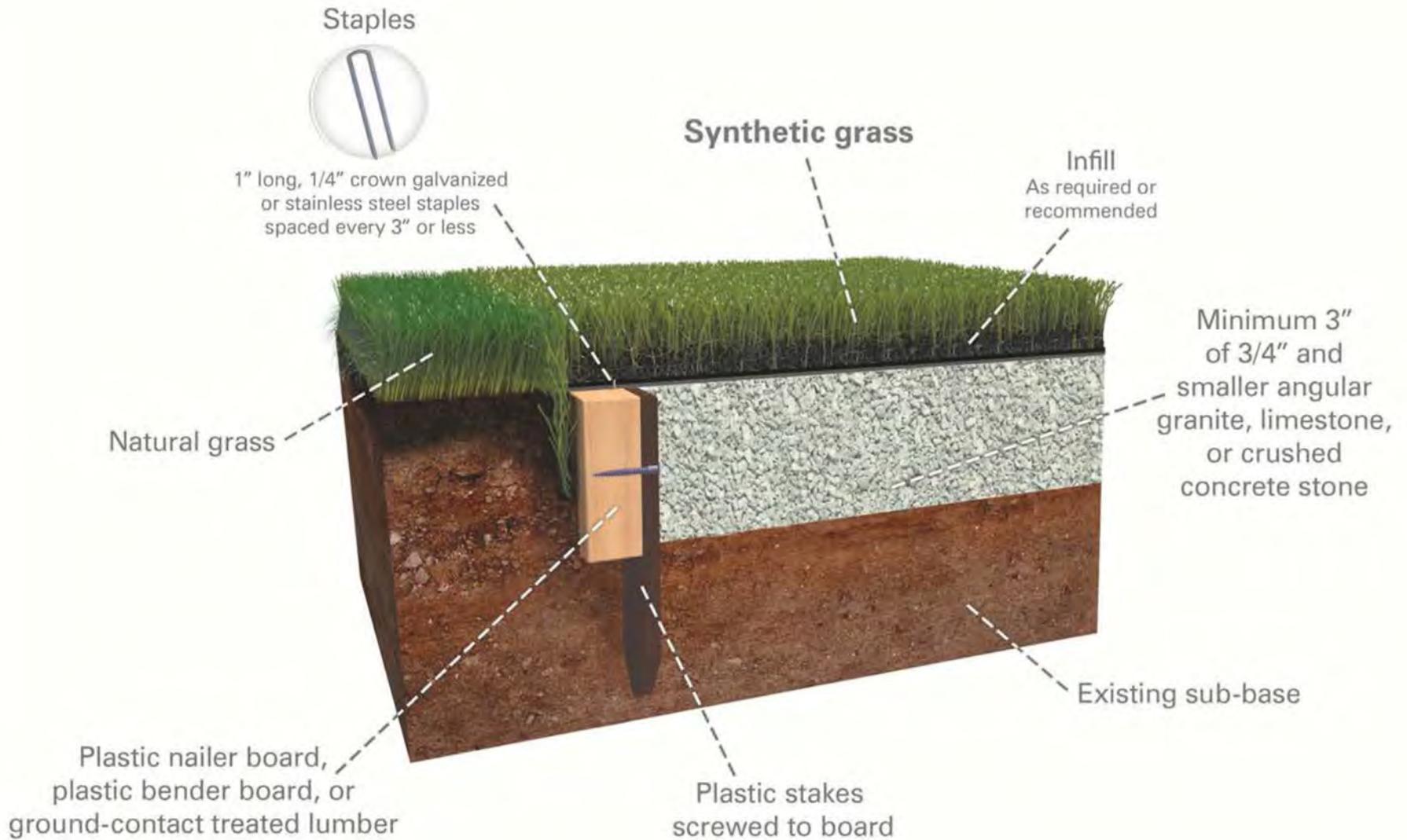


**RECOMMENDED
INSTALLATION AND
PERMEABILITY**

DRAINAGE REQUIREMENTS

The ability of synthetic grass for landscape to drain effectively to accommodate the local climatic conditions and demand of the installation depends on the materials used for the backing, infill, and base. The STC suggests that a permeable synthetic grass system drain at a minimum of 25 inches of water per hour. The composition and performance of the backing simply cannot be overlooked. While the backing is not seen, it plays a vital role in maintaining the aesthetics and performance of a synthetic grass system. Turf backings that absorb water and drain slowly lead to issues with water back-up and odor and bacteria buildup.

Synthetic Grass - Residential Installation - City of Tampa



The field percolation test results are summarized below:

Section No.	Section Materials	Percolation Rate (minutes:seconds)	Comments
5	natural grass subgrade	4:55	subgrade compacted to approximately 92% of relative density
2	synthetic turf 4 inches of crushed concrete aggregate geotextile/subgrade	2:51	subgrade and aggregate compacted to approximately 92% of relative density
1	synthetic turf 2 inches of 3/8 inch granite 6 inches of No. 57 aggregate geotextile/subgrade	2:28	subgrade and aggregate compacted to approximately 92% of relative density
3	synthetic turf 4 inches of 3/8 inch limerock aggregate geotextile/subgrade	2:27	subgrade and aggregate compacted to approximately 92% of relative density
4	synthetic turf 2 inches of 3/8 inch granite 2 inches of 3/4 inch granite geotextile/subgrade	1:53	subgrade and aggregate compacted to approximately 92% of relative density

We utilized a 12-inch sample tube for each test and completed the laboratory testing in accordance with the above referenced method. The laboratory permeability test results are summarized below:

Section No.	Section Materials	Permeability Rate (in/hr)	Comments
5	natural grass subgrade	2.8	subgrade compacted to approximately 92% of relative density
3	synthetic turf 4 inches of 3/8 inch limerock aggregate geotextile/subgrade	8.5	subgrade and aggregate compacted to approximately 92% of relative density
2	synthetic turf 4 inches of crushed concrete aggregate geotextile/subgrade	9.6	subgrade and aggregate compacted to approximately 92% of relative density
4	synthetic turf 2 inches of 3/8 inch granite 2 inches of 3/4 inch granite geotextile/subgrade	11.3	subgrade and aggregate compacted to approximately 92% of relative density
1	synthetic turf 2 inches of 3/8 inch granite 6 inches of No. 57 aggregate geotextile/subgrade	12.9	subgrade compacted to approximately 92% of relative density; due to size of apparatus unable to compact No. 57 aggregate



DRAINAGE REQUIREMENTS

The ability of synthetic grass for landscape to drain effectively to accommodate the local climatic conditions and demand of the installation depends on the materials used for the backing, infill, and base. The STC suggests that a permeable synthetic grass system drain at a minimum of 25 inches of water per hour. The composition and performance of the backing simply cannot be overlooked. While the backing is not seen, it plays a vital role in maintaining the aesthetics and performance of a synthetic grass system. Turf backings that absorb water and drain slowly lead to issues with water back-up and odor and bacteria buildup.

SYNTHETIC TURF AND LEED

Synthetic turf has an impact on environmental conservation through a variety of means. It can reduce water usage by 70%, serve as a directional tool in gray water reclamation and is 100% recyclable. Consult individual manufacturers for specific information about LEED programs and relevant credits, but as listed here, synthetic turf systems may help a building project satisfy the requirements of earning LEED credits in the following categories. Turf only projects are not eligible for LEED consideration—synthetic turf installation must be part of a building project.

Sustainable Sites

- Maximize open space
- Stormwater design

Materials and resources

- Construction waste management
- materials re-use
- recycled content
- regional materials

Site development

- Water efficient landscaping
- Water use reduction

Indoor Environmental

- Low emitting material

Innovation and Design

- Innovation in design

SYNTHETIC GRASS MAINTENANCE



MAINTENANCE

After installation, a synthetic grass landscape may feel softer than anticipated. Full penetration of the infill between the grass fibers and its subsequent settling into a uniform surface will occur naturally over time with normal weathering (rainfall) and initial use of the surface.

Depending on climatic conditions, this “settling in” period usually reaches its optimum after 2 to 3 months of use.

After this period of time the landscape surface will stabilize.



MAINTENANCE

In order to maintain optimum performance and appearance of a synthetic grass surface, a couple of simple maintenance procedures must be performed on a regular basis (every four weeks) using a stiff bristle push broom or drag brush depending on the size of the area. Note, grooming will prematurely age the surface if done more than once a month. High traffic areas must be checked and groomed across their entire area by pushing or dragging the brush over the surface. The broom should be pushed/dragged in two directions since this will groom the exposed grass fibers and keep them from matting down excessively while providing an opportunity to maintain the infill level.

Intensive and repetitive use of certain areas may cause the infill material to be displaced, but uniformity of the infill can be easily maintained by replacing the displaced infill in these specific areas, as recommended by individual manufacturers

MAINTENANCE

Although routine maintenance and natural weather patterns will clean and maintain a synthetic turf system, a few other maintenance precautions and procedures may be required.

Weeds

- The presence of weeds and moss can occur if the surface is neglected or covered by items such as tarps for an extended period of time. Weeds may occur at the interface between the synthetic grass and a perimeter curb. Should this occur, weeds should be treated with a biodegradable weed killer which leaves no residue and more importantly, will not negatively affect the fibers or the coloring of the surface.

Stains

- Many manufacturers provide cleaners and scrubs to help remove stubborn stains or debris, e.g. gum, that do not rinse away even after water has been spray applied. It is important to thoroughly flush the cleaning detergent from the affected area to avoid the surface from becoming slippery and posing a potential safety hazard. In all cases, manufacturer's instructions should be followed when applying any stain removal product.

MAINTENANCE

Organic debris

- A leaf blower may be used to remove organic materials from the grass surface. Rakes can be used to remove heavier objects; however, a leaf blower is the ideal tool for general upkeep.

Dry spills

- A shop-vac may be used to clean up dry spills. Users must be sure to hold the suction end of the hose up off the surface to avoid removing the infill material along with the debris.

Pet clean-up

- Solid waste is removed normally and any remaining waste can be washed off with a hose. Pet waste and urine will not discolor or stain the synthetic turf landscape.

SYNTHETIC GRASS COMMON USAGE

RESIDENTIAL & COMMERCIAL

BENEFITS

- You can use it all year long
- Increased leisure time
- Greatly reduces maintenance costs
- Pet & Kid friendly grass
- Fertilizer, herbicide & pesticide free

IDEAL FOR

- Single family homes
- Senior living facilities
- Multi-family homes
- Pet owners
- Golfers
- Bocce ball fans

PETS & DOG PARKS

BENEFITS

- Drains clean, requires no harsh chemicals for urine
- Antimicrobial & hypoallergenic surface
- Safe, non-toxic infill
- Keeps pets clean
- Fertilizer and pesticide free

IDEAL FOR

- Residential
- Animal shelters
- Dog parks & pet resorts
- Animal hospitals
- Neighborhood pet relief areas

POOLS & COMMON AREAS

BENEFITS

- Provides usable area all year long
- Can handle high traffic without the need for constant reseeding
- Greatly reduces maintenance costs
- Fertilizer, herbicide and pesticide free

IDEAL FOR

- Residential Community Entranceways
- City & County Buildings
- Public Housing Areas
- Hospitals & Clinics

ENTRANCES & COURTYARDS

BENEFITS

- Community aesthetics
- Increased design opportunities
- Improves storm water management-will put more water in the turf than on the streets
- Reduces traffic control for maintenance
- Fertilizer, herbicide & pesticide free

IDEAL FOR

- Residential community entranceways
- City & private buildings
- Public & private schools
- Hospitals & clinics
- Hotels

**AWARDS, EXPENDITURES AND ACCOMPLISHMENTS OVER A THREE YEAR PERIOD
CDBG, CDBG-CV, ESG, ESG-CV, HOME, NSP, SHIP, SSCRA**

		FY 2023				FY 2022				FY 2021				GRAND TOTAL		
Title/Strategy	Description	Approved Budget	Expended as of April 30, 2023	Goals	Accomplishments as of April 30, 2023	Approved Budget	Expended as of September 30, 2022	Goals	Accomplishments as of September 30, 2022	Approved Budget	Expended as of September 30, 2021	Goals	Accomplishments as of September 30, 2021	Total Awarded	Total Expended	Total Goals / Accomplishments
NSP New Construction	Construction of new homes - Bright Community Trust, St. Jude Great Commission CDC and East Tampa Business & Civic Association	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Habitat for Humanity *	City assisted Habitat to purchase lots for housing	0	0	0	0	100,000	14,000	5	1	100,000	28,000	5	4	200,000	42,000	5
Housing Counseling - Multiple Agencies	Homebuyer education and foreclosure prevention city-wide	75,000	12,890	125	119	50,000	27,020	100	241	25,000	29,640	100	231	150,000	69,550	591
Purchase Assistance *	Down payment and closing cost assistance city-wide	1,575,000	2,006,900	54	35	980,841	1,311,314	62	34	546,791	511,286	39	29	3,102,632	3,829,500	98
Housing Accessibility *	Disabled Retrofit city-wide	150,000	0	10	0	150,000	19,427	20	0	75,000	123	17	1	375,000	19,550	1
Rehabilitation Assistance *	Repair Code citable items city-wide	916,851	897,818	51	23	1,002,922	1,108,623	31	39	925,000	618,016	19	30	2,844,773	2,624,457	92
Façade Improvements - SSCRA *	Façade improvements - ext painting, re-siding/cleaning, masonry/stucco repair/replacement, replace/repair awnings/shutters, repair doors/windows, repair/restructure front porch/stoops, ext code violations, repair/replace fencing, repair/replace accessibility ramps	400,000	88,323	50	7	200,000	227,408	21	25	200,000	87,259	21	9	800,000	402,990	41
Multi-Family	New Construction/Preservation	979,275	0	65	0	0	0	0	0	0	0	0	0	979,275	0	0
Single-Family New Construction to Assist Developers with matching funds - SSCRA	Construct new homes to be sold to a first-time, income eligible homebuyer within 12 months of construction completion	750,000	168,750	30	11	300,000	28,806	30	18	300,000	670,750	30	10	1,350,000	868,306	39
Community Housing Development Organization - PAL	Acquisition of property for construction of 20 units of affordable rental housing (Whispering Pines)	0	0	0	0	0	0	0	0	150,000	0	20	0	150,000	0	0
Community Housing Development Organization - Bright Community Trust	Develop 2 homes on NSP lots and other vacant land to be sold to first-time homebuyers at or below 80% mfi	237,711	0	1	0	0	0	0	0	380,000	0	2	0	617,711	0	0
Boley Centers *	Rental vouchers for homeless persons city-wide	287,400	50,251	25	14	287,400	233,981	25	19	230,480	282,598	25	23	805,280	566,830	56
Boley Centers	Rental assistance to households at-risk of becoming homeless	0	0	0	0	0	0	0	0	1,782,809	941,412	140	107	1,782,809	941,412	107
Catholic Charities *	Rental assistance to households at-risk of becoming homeless	40,000	28,230	20	10	40,000	20,600	20	12	1,678,924	598,668	140	95	1,758,924	647,497	117
Tetra Tech	Rental assistance to households at-risk of becoming homeless	0	0	0	0	0	6,492,092	0	1,148	12,196,406	5,358,018	-	689	12,196,406	11,850,110	1,837
TOTAL HOUSING		5,411,237	3,253,161	431	219	3,111,163	2,991,178	314	1,537	6,394,004	3,767,752	558	1,228	14,916,404	10,012,091	2,984

* Approved budget reflects new funding only, prior year(s) funding is also being utilized

**CITY OF ST. PETERSBURG, HOUSING AND COMMUNITY DEVELOPMENT
AWARDS, EXPENDITURES AND ACCOMPLISHMENTS OVER A THREE YEAR PERIOD
ARPA, CDBG, CDBG-CV, ESG and ESG-CV**

		FY 2023				FY 2022				FY 2021				GRAND TOTAL		
Title/Strategy	Description	Approved Budget	Expended as of April 30, 2023	Goals	Accomplishments as of April 30, 2023	Approved Budget	Expended as of September 30, 2022	Goals	Accomplishments as of September 30, 2022	Approved Budget	Expended as of September 30, 2021	Goals	Accomplishments as of September 30, 2021	Total Awarded	Total Expended	Total Accomplishments
PUBLIC SERVICE																
AIDS Services Association of Pinellas	Operating support for HIV/AIDS program 3050 1st Avenue South	0	0	0	0	0	0	0	0	36,973	11,787	80	39	36,973	11,787	39
Bay Area Legal Services	Provide legal aide services to households facing eviction	0	49,028	0	61	135,000	20,441	200	28	0	0	0	0	135,000	69,469	89
Boley Centers - Case Management	Case management and wrap around services for permanent supportive housing	0	96,497	75	28	1,000,000	16,249	75	13	0	0	0	0	1,000,000	112,747	41
Boley Centers	Operating support for safe haven - 555 31st Street South	46,300	13,921	25	33	58,577	58,577	25	48	55,000	55,000	23	36	159,877	127,498	117
Catholic Charities	Operating support for Pinellas HOPE - 5726 126th Avenue North	30,149	0	760	1161	38,573	38,573	1000	1,303	40,000	40,000	1,000	247	108,722	78,573	2,711
Catholic Charities *	Rapid re-housing assistance to homeless persons city-wide over a 12 months	0	0	0	0	0	12,322	0	1	250,000	0	25	0	250,000	12,322	1
CASA	Operating support for emergency shelter confidential location	41,859	27,958	428	103	61,995	47,428	479	576	86,056	65,849	600	503	189,910	141,235	1,182
Community Law Program	Provide legal aide services to households facing eviction	0	41,422	0	33	0	144,630	0	192	137,500	55,687	100	25	137,500	241,739	250
Directions for Living	Rapid re-housing assistance to homeless persons city-wide over a 12 months	0	0	0	0	0	219,188	0	7	600,000	0	36	0	600,000	219,188	7
Directions for Living	Temporary hotel/motel vouchers where no appropriate emergency shelter beds are available	0	0	0	0	150,000	38,708	12	95	0	0	0	0	150,000	38,708	95
Gulfcoast Legal Services	Provide legal aide services to households facing eviction	0	2,992	0	4	0	18,382	0	19	98,267	1,099	30	1	98,267	22,473	24
Homeless Leadership Alliance	Operating support for PHMIS Information Network	59,503	34,855	0	201	60,220	60,220	0	0	61,692	56,662		548	181,415	151,737	749
Homeless Leadership Alliance	Provide services to prevent an divert households from becoming homeless.	0	54,819	0	16	0	58,383	0	20	258,612	0	50	0	258,612	113,203	36
Homeless Leadership Alliance	Provide assistance to prevent homelessness	0	63,040	0	82	160,302	9,930	55	1	0	0	0	0	160,302	72,971	83
Hope Villages of America	Deliver food to locations where the impact of COVID has imposed a food insecurity .	0	39,225	0	1841	0	46,304	0	4,409	88,302	0	3,000	0	88,302	85,530	6,250
Isaiah's Place	Provide funding to feed the homeless	15,000	0	500	0	0	0	0	0	0	0	0	0	15,000	0	0
New Frontiers	Operating support for 12 step program for recovering alcoholics and substance abuse - 440 Roser Park Drive South	5,148	2,587	35	55	5,000	5,000	50	56	5,000	5,000	150	35	15,148	12,587	146
Pinellas Opportunity Council	Assist the elderly with house cleaning and yard work city-wide	39,721	14,404	45	26	40,573	40,573	47	75	30,000	30,000	36	119	110,294	84,977	220
Salvation Army	Create a one-stop center for providing job and resource services to homeless residents, clients and overall low/mod persons at 1400 4th Street South	25,148	0	756	156	0	0	0	0	0	0	0	0	25,148	0	156

**CITY OF ST. PETERSBURG, HOUSING AND COMMUNITY DEVELOPMENT
AWARDS, EXPENDITURES AND ACCOMPLISHMENTS OVER A THREE YEAR PERIOD
ARPA, CDBG, CDBG-CV, ESG and ESG-CV**

		FY 2023				FY 2022				FY 2021				GRAND TOTAL		
Title/Strategy	Description	Approved Budget	Expended as of April 30, 2023	Goals	Accomplishments as of April 30, 2023	Approved Budget	Expended as of September 30, 2022	Goals	Accomplishments as of September 30, 2022	Approved Budget	Expended as of September 30, 2021	Goals	Accomplishments as of September 30, 2021	Total Awarded	Total Expended	Total Accomplishments
St. Petersburg Pregnancy Center	Provide medical, wellness and program services to pregnant and parenting women and their partners and families.	0	0	0	0	0	12,363	0	539	12,363	0	817	0	12,363	12,363	539
St. Vincent dePaul	Provide funding to pay night shelter staff salary and benefits - 401 15th Street North	59,344	41,418	272	302	68,914	68,914	467	see above	71,989	71,989	556	538	200,247	182,321	840
St. Vincent dePaul	Rapid re-housing assistance to homeless persons city-wide over a 12 months	0	343,818	0	63	0	273,935	0	53	478,883	0	30	0	478,883	617,754	116
St. Vincent dePaul	Temporary hotel/motel vouchers where no appropriate emergency shelter beds are available	0	72,112	0	34	0	155,604	0	70	257,416	155,218	60	32	257,416	382,935	136
Westcare	Operating support for transitional housing - 1735 Dr ML King Jr. Street South	29,858	29,858	100	75	32,427	32,427	250	109	58,630	58,630	319	105	120,915	120,915	289
Westcare	Operating support for inebriate receiving center (Turning Point) - 1801 5th Avenue North, including COVID funding	29,858	20,151	800	331	32,427	32,427	950	518	76,776	66,013	730	818	139,061	118,591	1,667
TOTAL PUBLIC SERVICE		341,740	851,608	3,796	4,605	1,844,008	1,410,579	3,610	8,132	2,703,459	672,934	7,642	3,046	4,889,207	2,935,121	15,783

CAPITAL PROJECTS

Abundant Life Ministries Fellowship	Complete the construction of the multi purpose outreach building	0	0	0	0	55,600.00	8,167.60	1500	0	0	0	0	0	55,600	8,168	0
Boley - Hays Facility	Replace flooring at 445 31st Street North	49,240	259	200	0	0.00	0.00	0		0	0	0	0	49,240	259	0
Brookwood Florida	Upgrade HVAC systems (FY 18); upgrade/remodel 7; restrooms (FY 19); and renovate laundry room and re-seal parking lots (FY 20) at 901 7th Avenue South	0	0	0	0	20,726.00	16,975.80	100	76	0	0	0	0	20,726	16,976	76
CASA *	Replace HVAC (FY 19) and replace flooring (FY 20), parking lot paving (FY 21), modernize elevator and roof replacement (FY 22), architectural design for roof replacement (FY 23), at 1011 1st Avenue North	25,000	4,907	2300	677	149,500.00	75,095.30	500	1,324	25,500	167	500	839	200,000	80,169	2,840
CASA	Alternations to expand the crisis hotline room in order to social distance as a result of COVID	0	0	0	0	0.00	0.00	0	0	9,347	8,666	500	see above	9,347	8,666	0

**CITY OF ST. PETERSBURG, HOUSING AND COMMUNITY DEVELOPMENT
AWARDS, EXPENDITURES AND ACCOMPLISHMENTS OVER A THREE YEAR PERIOD
ARPA, CDBG, CDBG-CV, ESG and ESG-CV**

		FY 2023				FY 2022				FY 2021				GRAND TOTAL		
Title/Strategy	Description	Approved Budget	Expended as of April 30, 2023	Goals	Accomplishments as of April 30, 2023	Approved Budget	Expended as of September 30, 2022	Goals	Accomplishments as of September 30, 2022	Approved Budget	Expended as of September 30, 2021	Goals	Accomplishments as of September 30, 2021	Total Awarded	Total Expended	Total Accomplishments
Catholic Charities	Install ultraviolet lights in A/C to filter the air and kill bacteria, viruses, and pathogens at 425 13th Avenue South and 5726 126th Avenue North	0	0	0	0	0.00	8,156.00	0	645	10,210	54	1,026	0	10,210	8,210	645
Catholic Charities	Construction of bathroom/showers at 5726 126th Avenue North as a result of COVID	425,000	0	760	0	0.00	0.00	0	0	0	0	0	0	425,000	0	0
Dome District Apartments	Replace sliding glass doors and entry doors at 1029 Burlington Avenue North	0	0	0	0	49,970.00	48,035.50	18	18	0	0	0	0	49,970	48,036	18
Jordan Park Elementary School (Plan Amendment)	Renovations to the property - 2392 9th Avenue South	0	110,105	0	76	0.00	576,414.16	0	114	1,244,565	523,035	177	86	1,244,565	1,209,554	276
Louise Graham	Installation of autoatoc hand dryers and the purchase of supplies to prevent the spread of COVID at 2301 3rd Avenue South and 2355 28th Street South	0	0	0	0	0.00	10,325.00	0	81	12,963	578	72	102	12,963	10,903	183
Lutheran Services/Jordan School	Rehabilitation (FY 2019); install ultraviolet lights in A/C to filter the air and kill bacteria, viruses, and pathogens at 2390 9th Avenue South, and purchase of items to prevent the spread of COVID (FY 2020)	0	0	0	0	0.00	97,244.55	0	see above	85,454	0	0	see above	85,454	97,245	see below
Sanderlin Center	Repairs and painting of th exterior (FY 18); and create additional parking from existing green space (FY 20)	0	0	0	0	94,857.00	66,400.00	200	434	0	0	0	0	94,857	66,400	434
PARC - Cottages *	Replace fencing and playground safe surface (FY 18); purchase/install a permanent generate (FY 19); renovate 2 bathrooms, re-texture ceilings, replace light fixtures (FY 20); renovate two bathrooms (FY 21); and renovated two bathroomns (FY 22) at 3025 76th Way North	87,750	385	16	16	70,000.00	953.00	16	48	0	55,687	0	16	157,750	57,026	80
PARC - Bert Muller Home *	Repave two parking lots, replacement of playground equipment, and security camera upgrades (FY 20); renovate 24 bathrooms (FY 21); and renovate 24 bathrooms (FY 22) at 3190 75th Street North	298,508	1,123	48	48	219,596.00	855.10	48	48	0	0	0	0	518,104	1,978	96
PARC - Life-Long Learning Center	Renovate 8 bathrooms and replace windows with hurricane rated (FY 20); Replacement of HVAC system at 3100 75th Street North (FY 21)	0	0	0	0	0.00	37,780.50	0	265	192,371	1,099	360	254	192,371	38,879	519

**CITY OF ST. PETERSBURG, HOUSING AND COMMUNITY DEVELOPMENT
AWARDS, EXPENDITURES AND ACCOMPLISHMENTS OVER A THREE YEAR PERIOD
ARPA, CDBG, CDBG-CV, ESG and ESG-CV**

		FY 2023				FY 2022				FY 2021				GRAND TOTAL		
Title/Strategy	Description	Approved Budget	Expended as of April 30, 2023	Goals	Accomplishments as of April 30, 2023	Approved Budget	Expended as of September 30, 2022	Goals	Accomplishments as of September 30, 2022	Approved Budget	Expended as of September 30, 2021	Goals	Accomplishments as of September 30, 2021	Total Awarded	Total Expended	Total Accomplishments
22nd Street South Corridor/Deuces Live Main Street Improvements	Improvements to include: construct a public park/plaza 22nd Street and 9th Avenue South, construct a public park/plaza 22nd Street and 5th Avenue South, convert 22nd Street between 9th & 11th Avenues, to a flush street-adding brick pavers, widening sidewalks, and adding enhanced streetscape.	0	256,901	0	Low/Mod Census	0.00	1,666,110.99	0	Low/Mod Census	2,378,082	0	0	NRSA	2,378,082	1,923,012	0
Westcare - Turning Point *	Purchase and installation of an emergency generator, replace windows, and bathroom/shower renovations (FY 21); and installation of new lighting ceiling tiles, insulation and flooring (FY 22) at 1801 5th Avenue North	58,658	0	see above	see above	207,234.00	35.50	0	see above	0	0	0	0	265,892	36	0
Westcare - Davis/Bradley *	Remove restrooms replace flooring in common areas and replace kitchen tile (FY 21); and replace flooring in hallways and residential rooms (FY 22) at 1735 Dr ML King Jr Street South	60,409	0	see above	see above	191,575.00	35.50	0	see above	0	0	0	0	251,984	36	0
TOTAL CAPITAL PROJECTS		1,004,565	373,680	2,564	817	1,059,058	2,612,585	2,382	3,053	3,958,492	589,286	2,635	1,297	6,022,115	3,575,550	5,167
GRAND TOTAL OF PUBLIC SERVICE AND CAPITAL PROJECTS		1,346,305	1,225,288	6,360	5,422	2,903,066	4,023,164	5,992	11,185	6,661,952	1,262,220	10,277	4,343	10,911,323	6,510,672	20,950

* Approved budget reflects new funding only, prior year(s) funding is also being utilized

Funding Sources

Line No.	Approved Projects	Program Goals H-Household, P-Persons, L-Loans	Fiscal Year to date Accomplishments	Total Budget	CDBG	CDBG-CV1	CDBG-CV3	HOME	HOME-ARP	ARPA	ESG	ESG-CV1	ESG-CV2	NSP	ERAP	SHIP	SSCRA	CHTF	HCFIP	Penny for Pinellas	AHF	GEN FUND	Total Expended	Amount Remaining	Commitments/Under Contract	Total Funds Available to Commit	
Housing Programs																											
1	Rehabilitation Assistance Program (RAP): SF, O/O, <120% MFI	51 H	21	2,732,053.44				0.00								681,774.01	198,643.80							880,417.81	1,851,635.63	407,551.83	1,444,083.80
2	Housing Accessibility Program (RAP): SF, O/O, <120% MFI	10 H		258,000.00												17,400.00	0.00							17,400.00	238,600.00	12,000.00	226,600.00
3	Purchase Assistance: SF, HBL, <140% MFI	54 H	31	3,634,082.26				0.00								1,203,300.00	803,600.00							2,008,900.00	1,627,182.29	11,505.55	1,615,656.71
4	Multi-Family Housing Development Program	66 H		5,676,433.73				0.00								0.00		0.00			0.00	0.00	0.00	5,676,433.73	290,000.00	5,386,433.73	
5	Construction Warranty Program: SF, O/O <120% MFI	2		32,684.73															0.00				0.00	32,684.73	0.00	32,684.73	
6	Lead-Based Paint Testing/Abatement	0		13,395.27																			0.00	13,395.27	0.00	13,395.27	
7	Affordable Housing Property Acquisition and Site Preparation	235 H		9,190,248.40													0.00		901,379.70				901,379.70	8,288,868.70	8,277,118.79	11,750.00	
8	Affordable Residential Property Improvement Grant	10 H		378,274.00													125,148.00						125,148.00	253,126.00	23,960.00	229,166.00	
9	Affordable Housing Redevelopment Loan Program	30 H	11	9,531,114.12													1,695,339.95						1,695,339.95	7,835,774.17	6,777,749.35	1,058,024.82	
10	Affordable Single-Family Façade Improvement Program	50 H	7	498,399.69													98,322.72						98,322.72	400,076.94	23,718.00	376,358.94	
11	Affordable/Workforce Housing	0		1,711,174.53															155,650.00				155,650.00	1,555,524.53	468,200.49	1,087,324.04	
12	Homeownership Counseling / Foreclosure Prevention Counseling	125 P	107	97,980.00												12,890.00	0.00						12,890.00	85,090.00	85,090.00	0.00	
13	Jordan Park Apartments			2,000,000.00													2,000,000.00						2,000,000.00	0.00	0.00	0.00	
14	Community Development Housing Organization (CHDO) - Bright Community Trust	1 H		677,595.01				0.00															0.00	677,595.01	51,059.01	626,536.00	
15	Community Development Housing Organization (CHDO) - Pinellas Affordable Living Founders Point	15 H		320,817.00				0.00															0.00	320,817.00	0.00	320,817.00	
16	Community Development Housing Organization (CHDO) - Pinellas Affordable Living Whispering Pines	20 H		910,000.00				0.00															0.00	910,000.00	910,000.00	0.00	
17	Community Development Housing Organizations (CHDO) - NHS (proceeds account only)	-																					0.00	0.00	0.00	0.00	
18	Habitat for Humanity (carry forward)			263,161.19				0.00															0.00	263,161.19	0.00	263,161.19	
19	NSP Housing Programs	0		752,381.12										16,657.98									16,657.98	735,723.14	733,319.56	2,403.58	
20	Alt Hsg GAP Financing-FY 21			3,500,000.00																			0.00	3,500,000.00	3,500,000.00	0.00	
21	Flats on 4th - Arcway Partners LLC	64 H		610,000.00																			0.00	610,000.00	610,000.00	0.00	
22	Bear Creek Commons			500,000.00							0.00												0.00	500,000.00	0.00	500,000.00	
23	Burlington Post II			2,939,125.00							0.00												0.00	2,939,125.00	0.00	2,939,125.00	
24	Skylway Lofts II			6,500,000.00							0.00												0.00	6,500,000.00	0.00	6,500,000.00	
25	Innovare			3,426,166.00							468,691.47												468,691.47	2,957,474.53	2,957,474.53	0.00	
26	Ed White Senior Acts			5,938,214.00							0.00												0.00	5,938,214.00	0.00	5,938,214.00	
27	Vincentian Village			1,000,000.00							0.00												0.00	1,000,000.00	0.00	1,000,000.00	
28	Residential Rehab Rebates Program			250,000.00																			0.00	250,000.00	0.00	250,000.00	
29	Total Housing Programs			63,239,276.58	0.00	0.00	0.00	0.00	0.00	468,691.47	0.00	0.00	0.00	16,657.98	0.00	1,915,364.91	4,921,654.36	0.00	1,657,025.70	0.00	0.00	0.00	0.00	8,378,797.68	34,866,478.92	25,138,747.11	29,821,731.81
Subrecipient Projects *																											
30	Abundant Life Ministries Fellowship	1,500 P		52,432.40	0.00																		0.00	52,432.40	52,432.40	0.00	
31	Bay Area Legal Services (carry forward)		31	171,258.79			49,027.50	0.00															49,027.50	122,231.29	122,231.29	0.00	
32	Bible Centers - Safe Haven	20 P	32	46,300.00	13,920.68																		13,920.68	32,379.32	32,379.32	0.00	
33	Bible Centers - Hays Facility	200 P		49,240.00	259.00																		259.00	48,980.99	48,980.99	0.00	
34	Bible Centers - TIBRA	25 P	17	455,912.10				50,251.00															50,251.00	405,661.10	396,707.38	8,953.72	
35	Bible Centers - Case Management	75 P	29	983,750.71						162,408.91													162,408.91	821,341.80	821,341.80	0.00	
36	Brookwood Florida			0.00	0.00																		0.00	0.00	0.00	0.00	
37	Catholic Charities - Rental Assistance	20 H	10	74,789.19								31,128.77											31,128.77	43,660.42	43,660.42	0.00	
38	Catholic Charities - Pinellas HOPE	780 P	885	455,149.00	0.00	0.00	0.00																0.00	455,149.00	30,149.00	425,000.00	
39	Community Action Steps Abuse (CASA) - Operating	428 H	177	41,869.00	21,332.11							11,137.25											11,137.25	32,469.34	9,389.64	0.00	
40	Community Action Steps Abuse (CASA) - Rehab	2,300 P	601	94,800.00	74,806.50																		74,806.50	20,093.50	15,093.50	5,000.00	
41	Community Law Program (carry forward)		33	114,642.56			41,421.72																41,421.72	73,220.81	73,220.81	0.00	
42	Gulfcoast Legal Services (carry forward)		4	78,786.20			2,992.13																2,992.13	75,794.07	75,794.07	0.00	
43	Hope Villages of America (carry forward)		1,841	41,997.98			39,225.18																39,225.18	2,772.40	2,772.40	0.00	
44	Isaiah's Place			15,000.00	0.00																		0.00	15,000.00	15,000.00	0.00	
45	James B. Sanderlin Center *			(182.50)	(182.50)																		(182.50)	0.00	0.00	0.00	
46	New Frontiers	35 P	44	5,148.00	2,587.08																		2,587.08	2,560.92	2,560.92	0.00	
47	Operation PAR			0.00	0.00																		0.00	0.00	0.00	0.00	
48	PARC - Bert Muller Home	48 P	48	517,248.90	219,884.00																		219,884.00	297,364.90	297,364.90	0.00	
49	PARC - Cottages	16 P	16	251,797.00	164,432.30																		164,432.30	87,364.70	87,364.70	0.00	
50	Pinellas County Homeless Leadership Alliance (HLA) (carry forward)		40	410,103.80		63,040.32	54,819.44				34,855.25												152,715.04	257,388.52	257,388.52	0.00	
51	Pinellas Opportunity Council	45 H	18	39,721.00	14,403.58																		14,403.58	25,317.42	25,317.42	0.00	
52	RC Club - Happy Worker's Day Care	58 P		(389.15)	(389.15)																		(389.15)	0.00	0.00	0.00	
53	Salvation Army of St. Petersburg		156	25,148.00	0.00																		0.00	25,148.00	25,148.00	0.00	
54	St. Vincent dePaul (current & carry forward)	272 P	349	1,405,128.56	35,941.67		4,738.00				11,136.25		415,930.24										467,746.16	937,380.40	937,380.40	0.00	
55	Westcare-Transitional Housing	100 P	64	379,131.50	18,721.75						11,136.25																

Link

Funding Sources

Line No.	Approved Projects	Program Goals H- Household, P- Persons, L- Loans	Fiscal Year to date Accomplishments	Total Budget	CDBG	CDBG-CV#1	CDBG-CV#3	HOME	HOME-ARP	ARPA	ESG	ESG-CV#1	ESG-CV#2	NSP	ERAP	SHIP	SSCRA	CHTF	HCIIP	Penny for Pinellas	AHF	GEN FUND	Total Expended	Amount Remaining	Commitments/Under Contract	Total Funds Available to Commit	
	Support Services																										
63	CHDO Operations - PAL			60,000.00				0.00															0.00	60,000.00	30,000.00	30,000.00	
64	Administration			3,893,452.24	295,694.64	11,259.33	13,103.01	2,743.05	17,684.09	44,675.00	13,682.56		43,101.05	122.07	266.89	134,077.99						558,375.96	1,134,786.34	2,798,665.90	1,130,058.40	1,628,607.50	
65	TBRA Voucher Program Administration			25,600.00				1,600.00															1,600.00	24,000.00	14,000.00	10,000.00	
66	Legal Administration			59,436.67															18,933.81				18,933.81	40,502.86	0.00	40,502.86	
67	Program Delivery Costs			380,000.00	262,407.74			0.00															262,407.74	117,592.26	117,592.26	0.00	
68	Total Support Services			4,418,488.91	558,102.38	11,259.33	13,103.01	4,343.05	17,684.09	44,675.00	13,682.56	0.00	43,101.05	122.07	266.89	134,077.99	0.00	0.00	18,933.81	0.00	0.00	558,375.96	1,417,727.89	3,000,761.02	1,291,650.66	1,709,110.36	
69	Total All Approved Projects			74,975,660.99	1,499,020.00	123,327.28	156,299.51	54,994.00	17,684.09	675,775.00	124,210.36	0.00	499,031.33	16,780.05	266.89	2,049,442.00	4,921,054.56	0.00	1,075,963.51	0.00	0.00	598,375.96	11,732,625.76	62,845,034.81	30,754,171.92	32,088,862.89	
	Funding to be Reprogrammed																										
70	Funding to be programmed			9,417,942.79	505,954.86	0.00	57,747.43	0.00	2,581,160.15	0.00	0.00	0.00	0.00	0.00	5,704,803.10	0.00			156,205.69	412,071.56			9,417,942.79	0.00	9,417,942.79		
71	Old HUD (Program Ended) Funding at City			26,906.08	26,906.08																		26,906.08	0.00	26,906.08	0.00	
72	HCIIP Designated for Housing Units from Developers			209,068.33																209,068.33			209,068.33	0.00	209,068.33	0.00	
73	Available CRA funding for BIF, Rehab, PA, Counseling not assigned			984,013.61																			984,013.61	0.00	984,013.61	0.00	
74	Total Funding to be Reprogrammed			10,637,930.81	532,860.94	0.00	57,747.43	0.00	2,581,160.15	0.00	0.00	0.00	0.00	0.00	5,704,803.10	0.00			156,205.69	621,139.85	0.00	0.00	10,637,930.81	0.00	209,068.33	10,428,862.48	
	Sources																										
75	FY Grants / City Funds / CV Funds			20,403,274.07	1,857,263.00			875,225.00	0.00	0.00	154,953.00				5,959,209.53	2,497,889.00	5,620,705.00		675,000.00	1,500,000.00	250,000.00	1,013,029.54					
76	B-05/B-06 Reprogrammed Award 81573			14,437.70	14,437.70																						
77	Carry Forward Funds from Previous FY			63,909,519.51	1,960,746.13	802,904.40	945,363.60	3,202,416.35	3,034,753.97	21,773,075.84	44,062.81	1,374,966.98	757,469.52	0.00	3,007,163.28	8,965,828.22	439,954.48	14,652,671.14	1,915,142.78	1,000,000.00							
78	Fiscal Year Program Income-Housing			89,454.03	77,882.34			107,627.79								439,574.27				5,251.20			228,118.44				
79	Prior HUD-Must be used for Low Mod Housing			26,906.08	26,906.08																						
80	Total Sources			85,213,591.39	3,970,235.25	802,904.40	945,363.60	4,185,269.13	3,034,753.97	21,773,075.84	199,015.81	0.00	1,374,966.98	757,469.52	5,959,209.53	9,944,626.55	14,586,533.22	446,205.69	15,555,799.58	3,415,142.78	1,250,000.00	1,013,029.54	0.00	0.00	0.00	0.00	
81	Total Funding by Funding Source Remaining			0.00	2,476,415.26	679,577.13	789,064.00	4,130,671.00	3,017,069.88	21,097,299.80	74,809.23	0.00	916,035.65	740,699.43	5,959,342.60	3,895,184.55	9,965,478.72	446,205.69	14,479,828.07	3,415,142.78	1,250,000.00	454,653.58	111,732,625.76	73,480,965.60	30,963,240.25	42,517,725.37	

Notes

Spent of budget 5.73%

1.32

* Subrecipient Notes:

- Line No(s):
- 38 Funds were declined from agency and expense moved to the General Fund
- 46 Funds were declined from agency

CDBG Timeliness Ratio

Funding Source	Commitments - Contracts	Commit	Total
CDBG	2,799,365.05	1,136,691.36	3,939,056.41
HOME	1,700,848.72	2,429,628.36	4,130,675.08
HOME ARP	0.00	3,017,999.86	3,017,999.86
ARPA	3,778,816.33	17,316,483.53	21,097,299.86
ESG	949,032.45	41,708.43	990,740.88
SHIP	806,875.85	3,088,308.70	3,895,184.55
CRA	7,006,168.35	2,659,310.37	9,665,478.72
ERAP	0.00	5,959,342.64	5,959,342.64
NSP 1 and 3	738,285.89	2,403.58	740,699.47
CHTF	290,000.00	156,205.69	446,205.69
HCIIP	12,993,847.61	1,585,978.46	14,479,826.07
Penny	0.00	3,415,142.78	3,415,142.78
AHF	0.00	1,250,000.00	1,250,000.00
GEN FUND	0.00	454,653.58	454,653.58
Total	30,963,240.25	42,517,725.37	73,480,965.62
	0.00	0.00	

Five Year Housing Delivery Tracking 2017-2022

Name of Development	Address	Total Number of Units	0-30% AMI (& 33% AMI) UNITS	<50% AMI Units	<60% AMI Units	<80% AMI Units	80-120% AMI Units	Funding Req. From City	HOME	SHIP	LHAF	Other City (CRA/HCI/P)	City Penny	Econ Stab or ARPA*	Other - Non City Funding Assistance	Current Status	Type of Units
Burlington Place	3155 Burlington Ave N	53		53				\$90,000		\$90,000					\$12,339,117	Complete -CO 2017	New
Burlington Post	Burl. Ave & 32nd St N	90		8	78		4	\$90,000		\$90,000					\$17,754,470	Complete 2018	New
The Preserves at Clam Bayou Phases I & II	4110 34th Ave S	16		16				\$970,590	\$970,590						\$1,818,000	Complete 2019	New
The Preserves at Clam Bayou 3	4146 34th Ave S	8		8				\$481,093	\$481,093						\$962,186	CO issued 6/24/20	New
Skyway Lofts (aka Avery Commons)	3319 39th Ave. South	65	10		42	13		\$90,000			\$90,000				\$15,434,149	Complete - CO 2/28/2022	New
Delmar Terrace	745 Delmar Terrace South	65	33		32			\$334,000				\$334,000			\$22,031,984	Complete-CO issued 1/28/22	New
Butterfly Grove	506 Grove St North	20		20				\$75,000				\$75,000			\$5,164,600	Complete - CO 3/23/2022	Demo & New Construction
The Shores Apt	26th Ave S and 31st St. S	51	5		46			\$567,500				\$567,500			\$11,057,703	Complete- CO issued 8/12/22	New
VOA's Innovare	846 5th Av S	51	4	8	39			\$75,000				\$75,000	\$3,426,166	\$15,239,643	Under Construction - *ARPA inflation funding approved 10/20/22& closed 2/7/23	New	
Bayou Pass	3201 6th Street South	10		10					\$111,000						CC approved preservation 1/07/2021	preservation thru 1/01/2031	
CHAF	1825 13th S/S, 1861 13th S/S, 936 23rd A/S	6					6					\$60,000				Complete 9/21/21	New
Whispering Pines	2655 54th Ave S	20		20				\$910,000	\$910,000						\$4,796,585	3/27/23 closing. Under construction	New
Founders Point	2901 31st Street South	15	3	12				\$75,000	\$320,817			\$75,000			\$3,964,500	FHFC awarded funding 4/29/2022.	New
Arya New NE	5475- 3rd Lane North	415				59	66	\$1,000,000						\$1,000,000	\$97,000,000	Council approved 7/15/21. Permits in Process	New
Jordan Park	1245 Jordan Park Street South	266	40		226							\$2,000,000			\$91,600,725	Ground breaking 1/28/22	60 New/& 206 rehab
Bear Creek- elderly	635-64th Street South	85	13		56	16					\$290,000	\$320,000	\$1,950,000	\$4,000,000	\$22,880,568	City Penny Land Acquisition closed 7/21/22- *ARPA inflation funding approved 10/20/22, closing& construction set for May 2023	New
Sixteenth Square	1600 block of Dr. Martin Luther King Jr. S. South	11					11					\$286,000			\$2,314,000	Under Construction	New townhomes
Russell Street	1701, 1715, 1729 Russell St. S	12			12									\$750,000		Under Renovation	preservation through 2/4/2052
Shell Dash	12th Avenue & 16th St. South	10				10						\$1,075,000				CC approved 3/10/2022, permit in process	New
Orange Station	1300 1st Ave N	103					42									CDA Development Agreement for former police station site 8/27/20	New
Fairfield Apartments	3200 Fairfield Avenue South	264		53		67	144					\$2,281,689			\$5,600,000	approved BOCC 5/10/22 CRA 7/05/22 City Council Approval 8/18/22	New
Citrus Grove	731 15th St. S	84			84							\$1,420,708				CRA 7/05/22 - CC 8/18/22. Under renovation.	preservation
Skyway Lofts II	3800 34th St S	66	12	0	38	16							\$6,500,000	\$12,950,550	CC approved 10/20/22 - estimate Aug 2023 start	new	
Archway Flats on 4th	106th Ave & 4th St. N.	64	10		44	10						\$610,000		\$22,576,961	CC approved 10/20/22 - future request pending if win 9%	new	
SPHA- Ed White	2331 9th Ave N	70			70								\$3,000,000	\$5,938,214	\$14,551,214	CC approved 10/20/22	new
Vincetian Village	401 15th St N	73	4	11	58									\$1,000,000	\$27,629,032	CC approved 10/20/22 - closing set for July 2023	new
Burlington Post II	3100 Burlington Ave. N.	75	12	0	39	24						\$2,685,875		\$2,939,125	\$20,689,145	CC approved ARPA 10/20/22 - CRA approval 11/10 CC. Awarded SAIL 1/27/22- est Feb 2024 start	new
Habitat Townhomes	1800 blk 18th Ave S	12			12							\$1,425,000				Negotiating Term Sheet with Habitat. 11/01 CAC & 11/10 CC	New
Habitat Townhomes	2100 blk 18th Ave S	44			44							\$725,000				Negotiating Term Sheet with Habitat 11/01 CAC & 11/10 CC	New
Total approved & pending (includes some market)	COMBINE APPROVED & PENDING	2124	146	219	920	215	273	\$4,758,183	\$2,793,500	\$180,000	\$380,000	\$14,015,772	\$4,950,000	\$25,553,505	\$428,355,132		
			1,500	at or below 80% AMI			273	at or below 120%AMI		1,773	combined Aff & WF						

Revised 4/5/2023 * ARPA projects approved October 20, 2022

Approved by City Council; loan or funding agreement not yet signed (coordinating with construction funding timelines)

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address/Pin</u>	<u>Location ID</u>	<u>Owner's Name/Address</u>	
19 7546	19/03/25	Z15	2136 BONITA WAY S 01 32 16 49428 076 0020	113687	HUNDLEY, DAVID A 5141 14TH AVE N ST PETERSBURG 337106024	FL
16 20737	16/09/16	MN	807 CALLA TERR N 19 31 17 74664 000 0070	182603	AGANA ST PETE 7777777 LLC 4830 KENNEDY BLVD STE 600 TAMPA 336092584	FL
22 6105	22/03/15	Z15	5340 CAROLONA WAY S 01 32 16 49248 002 0080	112795	THORNHILL, PAULINE CUTLIFF TRE 5340 CAROLONA WAY S ST PETERSBURG 337124932	FL
4 1811	4/01/15	MN	2880 CENTRAL AVE 23 31 16 35118 024 0060	86685	GOLDEN SUN 8 LLC PO BOX 21084 ST PETERSBURG 337421084	FL
20 8193	20/04/06	ERH	7705 DR. ML KING JR ST N 30 30 17 75605 001 0010	142657	BURGER KING COMPANY LLC 5707 BLUE LAGOON DR MIAMI 331262015	FL
15 23204	15/10/05	JAR	927 DR. ML KING JR ST S 25 31 16 00648 000 0010	90649	R E M PROPERTIES IV INC 307 62ND AVE N ST PETERSBURG 337027537	FL
10 4014	10/03/17	JAR	1900 FAIRFIELD AVE S 24 31 16 59454 001 0011	90053	HOUSE OF GOD CHURCH WHICH IS T 1900 FAIRFIELD AVE S ST PETERSBURG 337121773	FL
22 24448	22/11/15	MW	3926 INDIANAPOLIS ST NE 04 31 17 81522 028 0040	154877	HAWTHORNE, ANDREW 3926 INDIANAPOLIS ST NE ST PETERSBURG 337036044	FL
15 29210	15/12/11	JAR	1417 JAMES AVE S 25 31 16 17694 000 0140	91399	DAVIS, JAMES A 1417 JAMES AVE S ST PETERSBURG 337052244	FL
2 15235	2/06/10	Z04	6010 MAGNOLIA ST N 31 30 17 61146 091 0440	147895	WHITAKER, DAVID 6031 DR MARTIN LUTHER KING JR ST PETERSBURG 337031139	FL
19 29045	19/10/30	JAR	1056 QUEEN ST S 25 31 16 50976 002 0160	93727	ALLEN, BOBBY L 1036 QUEEN ST S ST PETERSBURG	FL

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					337122424	
23 1222	23/01/20	Z15	3695 SEAROBIN DR SE 32 31 17 18036 041 0140	189739	SMITH, JEAN EST 3695 SEAROBIN DR SE ST PETERSBURG 337054034	FL
23 6230	23/04/06	CBG	1908 UNION ST S 25 31 16 79722 000 0200	95171	THAI, TRINH 1908 UNION ST S ST PETERSBURG 33712	FL
21 11746	21/05/18	MN	2520 1ST AVE N 23 31 16 35082 019 0030	86029	STARKE, CHRISTOPHER 1326 60TH ST S ST PETERSBURG 337073209	FL
23 1224	23/01/20	RTH	651 10TH AVE S 30 31 17 77004 000 0040	185639	ALBANO INVESTMENTS GROUP INC PO BOX 1064 ST PETERSBURG 337311064	FL
19 20440	19/08/07	JAR	1151 10TH AVE S 25 31 16 80208 000 0060	95227	LEE, TIMOTHY 1151 10TH AVE S ST PETERSBURG 337052116	FL
19 3126	19/02/07	JAR	1246 10TH AVE S 25 31 16 17658 002 0060	91277	LOVETT, DELORES 8200 YARDLEY AVE N ST PETERSBURG 337103668	FL
18 32971	18/12/28	ERH	1201 102ND AVE N 13 30 16 78381 000 0010	5393	FL INT IMP FUND TRE ATTN: ST PETE REG COMM CNTR TALLAHASSEE 323996575	FL
22 19033	22/09/07	JAR	1002 13TH AVE S 25 31 16 15012 000 0150	91075	FEINMAN DANIEL TRE PO BOX 447 ODESSA 335560447	FL
20 22553	20/09/17	PM	2181 13TH AVE S 25 31 16 22320 000 0090	91727	WILLIAMS, RAY E EST PO BOX 35097 ST PETERSBURG 337050502	FL
23 1225	23/01/20	PM	2624 13TH AVE S 26 31 16 97560 000 0640	240285	RS RENTAL II LLC 31 HUDSON YARDS FL 11 NEW YORK 100012170	NY
21 11741	21/05/18	ZM	3445 13TH AVE S	102527	HARRIS, JERALEEN	

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address/Pin</u>	<u>Location ID</u>	<u>Owner's Name/Address</u>	
			27 31 16 59652 000 0070		3023 RUSSET PASS LAKELAND 338125117	FL
18 32970	18/12/28	ZM	4029 13TH AVE S 27 31 16 53532 000 0060	102227	RERFF1 LLC 9912 BOSQUE CREEK CIR UNIT 302 TAMPA 336195160	FL
18 11636	18/05/11	FDJ	4810 13TH AVE S 28 31 16 21492 001 0100	105047	FEINMAN, DANIEL TRE PO BOX 447 ODESSA 335560447	FL
22 24449	22/11/15	BG	7691 14TH ST N 25 30 16 56736 042 0160	9343	ELBERT, DIANE M 3112 SE BURTON ST TOPEKA 666052138	KS
20 7706	20/03/30	JAR	1363 14TH ST S 25 31 16 10656 000 0050	90813	BEACHUM, BEATRICE W 935 POST AVE ROCHESTER 146192313	NY
21 4675	21/03/04	JAR	1421 14TH ST S 25 31 16 51138 000 0030	93737	SMITH, CARRIE 1428 14TH ST S ST PETERSBURG 337052412	FL
18 21620	18/08/15	JAR	1661 14TH ST S 25 31 16 26442 000 0080	91923	COPELAND, GERALDINE C 118 MIDDLE RD N LEESBURG 317633700	GA
22 5212	22/03/04	PM	3017 15TH AVE S 26 31 16 89694 003 0170	99495	CLARK, BONNIE J 3017 15TH AVE S ST PETERSBURG 337121941	FL
14 23118	14/11/03	ZM	3465 15TH AVE S 27 31 16 13860 000 0050	100685	COLEMAN, KOBIE 59 MOUNT VERNON RIDGE DALLAS 301321251	GA
23 6229	23/04/06	ZM	3819 15TH AVE S 27 31 16 01746 000 0050	100069	***** PO BOX 35295 ST PETERSBURG 337050505	FL
23 3914	23/03/02	GF	3640 15TH ST N 12 31 16 41598 001 0210	43265	SRQ RESTORATIONS LLC 3640 15TH ST N ST PETERSBURG 337041014	FL

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address/Pin</u>	<u>Location ID</u>	<u>Owner's Name/Address</u>	
23 4573	23/03/13	GF	3643 15TH ST N 12 31 16 41598 002 0210	43315	DANESE HOMES LLC 907 JONES ST CLEARWATER 337554424	FL
18 27379	18/10/12	RTH	524 16TH AVE S 30 31 17 46404 005 0040	185291	HARDWICK REAL ESTATE INVESTMEN 1700 66TH ST N STE 104-131 ST PETERSBURG 337105544	FL
23 4872	23/03/17	GF	4100 16TH ST N 01 31 16 53442 000 0040	17139	4100 16TH ST MAIN LLC 4222 INTERLAKE DR TAMPA 336242349	FL
22 13568	22/06/27	ZM	4100 18TH AVE S 27 31 16 87156 001 0030	104035	FAHLMAN, JAMES CLARENCE 4100 18TH AVE S ST PETERSBURG 337112704	FL
18 1991	18/01/24	GF	4351 18TH ST N 01 31 16 59850 000 0710	18089	TOTH, CSABA PETER 14 MAPLE AVE S MISSISSAUGA ON L5H 2R6	
21 27018	21/11/12	RTH	809 19TH AVE S 30 31 17 31284 002 0120	184753	NASH INVESTMENTS LLC 4573 DAYBREAK PKWY SOUTH JORDAN 84009	UT
18 33059	18/12/28	CBG	3000 19TH AVE S 26 31 16 00432 002 0010	96313	P C R H FUND LLLP 6830 CENTRAL AVE STE C ST PETERSBURG 337071208	FL
20 19144	20/08/18	CBG	3022 19TH AVE S 26 31 16 00432 002 0020	96315	SWEAT, THELMA 5110 ARAGON WAY S ST PETERSBURG 33705	FL
20 12623	20/06/11	ZM	3451 19TH AVE S 27 31 16 15408 001 0150	100743	NEW MARKET REALTY LLC 8311 LUCERNE LOOP BRADENTON 342020300	FL
19 10299	19/04/23	JAR	1118 19TH ST S 25 31 16 20232 002 0190	91655	JORDAN, VANETTE BYNUM 2758 HILLVALE COVE WAY LITHONIA 300581827	GA
22 20329	22/09/23	JAR	1217 19TH ST S 25 31 16 28908 000 0190	92091	GT INVESTMENTS OF FLORIDA LLC 242 S WASHINGTON BLVD STE 340 SARASOTA	FL

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address/Pin</u>	<u>Location ID</u>	<u>Owner's Name/Address</u>	
					342366943	
20 11342	20/06/01	PM	2440 2ND AVE S 23 31 16 78390 028 0060	88303	2ND AVENUE 2440 LAND TRUST PO BOX 76152 ST PETERSBURG 337346152	FL
19 426	19/01/07	RLH	3418 2ND AVE S 22 31 16 96228 006 0030	84145	WELLS, KEVIN 4905 34TH ST S UNIT 115 ST PETERSBURG 337114511	FL
18 19693	18/07/30	RLH	3434 2ND AVE S 22 31 16 96228 006 0040	84147	WELLS, KEVIN 4905 34TH ST S UNIT 115 ST PETERSBURG 337114511	FL
14 8195	14/05/09	CBG	3021 21ST AVE S 26 31 16 00432 003 0220	96403	EDWARDS, BETTYE A 6699 22ND WAY S ST PETERSBURG 337125851	FL
22 19030	22/09/07	GF	3128 21ST ST N 12 31 16 91566 000 0670	45759	3105 WISMER LLC 1840 DERHAKE RD FLORISSANT 630336432	MO
20 23331	20/09/24	CBG	1934 21ST ST S 25 31 16 00000 330 0100	90585	RUSSELL, TAJ LAJUANE 1145 WILDWOOD ST CLEARWATER 337562252	FL
16 6854	16/04/15	CBG	2165 22ND AVE S 25 31 16 14220 000 0030	90921	NIBLACK, PATRICIA 3888 40TH WAY S ST PETERSBURG 337114218	FL
23 6225	23/04/06	RTH	625 25TH AVE S 31 31 17 36684 000 1080	187547	N & J DREAMS LLC 2655 6TH AVE S ST PETERSBURG 337121653	FL
18 16501	18/06/29	MN	439 26TH ST N 23 31 16 35082 001 0090	85539	PROXIMA CENTAURI LLC 3330 XENIA ST N ST PETERSBURG 337132726	FL
21 14631	21/06/17	KL	1666 27TH AVE N 12 31 16 69102 016 0090	44677	RAD DIVERSIFIED REIT INC 10808 FOOTHILL BLVD UNIT 160-3 RANCHO CUCAMONGA 917303889	CA
22 2970	22/02/04	PM	1411 28TH ST S	98019	DEO GRATIAS HOLDINGS LLC	

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address/Pin</u>	<u>Location ID</u>	<u>Owner's Name/Address</u>	
			26 31 16 72846 000 0100		2247 BONITA WAY S ST PETERSBURG 337124238	FL
22 13128	22/06/21	RTH	657 29TH AVE S 31 31 17 62460 000 0590	188421	ALTRUISTIC LOVING CARE INC 3822 N 52ND ST TAMPA 336191006	FL
23 6226	23/04/06	PM	1338 29TH ST S 26 31 16 72846 000 0180	98031	THOMAS, NATHANIEL JR PO BOX 13457 ST PETERSBURG 337333457	FL
20 25633	20/10/20	CBG	2239 29TH ST S 35 31 16 37854 001 0100	109153	DAVIS, ALPHONSO J 2239 29TH ST S ST PETERSBURG 337123329	FL
23 4546	23/03/10	GF	1818 31ST AVE N 12 31 16 27846 002 0030	42803	FL TAX DEEDS LLC 111 W WASHINGTON ST STE 1270 CHICAGO 606023475	IL
20 19268	20/08/19	CBG	2437 33RD ST S 35 31 16 39276 000 1040	109255	GREENE, REGINA SPENCER 3257 VERDANT DR SW UNIT 1406 ATLANTA 303313085	GA
20 25639	20/10/20	Z04	5720 4TH ST N 31 30 17 61146 058 0010	146761	OH MYUNG, KUN 2300 61ST LN N ST PETERSBURG 337104134	FL
22 24447	22/11/15	ERH	7230 4TH ST N 30 30 17 00000 330 0100	140605	HOLLYWOOD SP MHC LLC 8800 N BRONX AVE 2ND FLR SKOKIE 600771804	IL
23 6573	23/04/12	ERH	7491 4TH ST N 30 30 17 91243 001 0020	143715	JEM INVESTMENTS LTD 501 N MORGAN ST STE 202 TAMPA 336023906	FL
21 24246	21/10/06	ERH	8210 4TH ST N 30 30 17 75546 004 0120	142259	JANI, JAYANTILAL J EST 8210 4TH ST N ST PETERSBURG 337023606	FL
18 11634	18/05/14	FDJ	1001 46TH ST S 28 31 16 94248 010 0080	105739	BARKLEY, JAMES J 4284 49TH AVE S ST PETERSBURG 337114622	FL

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address/Pin</u>	<u>Location ID</u>	<u>Owner's Name/Address</u>	
10 14376	10/07/29	MN	136 5TH AVE N 19 31 17 74466 003 0050	181213	PLDD 5TH AVENUE LLC 3060 ALT 19 N PALM HARBOR 346831929	FL
11 1738	11/02/02	MN	116 5TH ST S 19 31 17 74466 038 0110	181789	FLORIDA FAIR HOUSING CORP PO BOX 330537 MIAMI 332330537	FL
21 26784	21/11/09	Z04	816 51ST AVE N 06 31 17 01386 005 0180	160661	SICILIAN, JOSEPH EST 1968 CROWBRIDGE DR FRISCO 750338387	TX
21 17570	21/07/26	RTH	2502 6TH ST S 31 31 17 36684 000 0760	187487	A & H REAL PROPERTIES LLC 4852 LOST COLONY CT STONE MOUNTAIN 300883524	GA
10 2294	10/02/10	RTH	2711 6TH ST S 31 31 17 62460 000 0290	188373	AL-DILEAMY, FOUZIAH H 122 17TH AVE SE ST PETERSBURG 337015908	FL
21 17573	21/07/26	RTH	2947 6TH ST S 31 31 17 62460 000 0730	188447	BURNEY, JIMMIE D CMR 489 BOX 943 APO AE 097510010	
17 16833	17/07/10	Z15	4015 7TH ST S 06 32 17 49752 001 0140	193281	MILLER, KIRSTEN PO BOX 971007 MIAMI 331971007	FL
23 522	23/01/10	MN	2311 8TH AVE N 14 31 16 12492 000 0220	51153	FLIPIT2U LLC 12011 FOX HILL CIR BOYNTON BEACH 334737833	FL
23 70	23/01/03	RLH	3517 8TH AVE N 15 31 16 45648 001 0140	56349	YEZZ INVESTMENTS INC 9817 CARR RD RIVERVIEW 335695666	FL
17 27416	17/10/30	JAR	1000 8TH AVE S 25 31 16 63612 000 0190	94427	WALKER, ROSIE L 11401 S BELL AVE CHICAGO 606434123	IL
23 6503	23/04/07	JAR	1224 8TH AVE S 25 31 16 33786 000 0330	92815	MOTEN, LORRIN 2822 54TH AVE S LOT 230 ST PETERSBURG	FL

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address/Pin</u>	<u>Location ID</u>	<u>Owner's Name/Address</u>	
					337124610	
22 6355	22/03/18	MN	3300 9TH AVE N 14 31 16 46350 015 0010	52587	D R P COMPANY OF ALABAMA INC 4308 W CAYUGA ST TAMPA 336146951	FL
22 7157	22/03/30	JAR	1757 9TH AVE S 25 31 16 78750 000 0220	95027	D&D CONSTRUCTION MGMT LLC PO BOX 1248 PINELLAS PARK 337801248	FL
22 21654	22/10/25	ZM	3735 9TH AVE S 27 31 16 76806 000 0150	103533	YOUNG, TYRONICA 3735 9TH AVE S ST PETERSBURG 337112106	FL
22 13126	22/06/21	ERH	419 92ND AVE N 19 30 17 03348 002 0230	135771	STARKE, CHRISTOPHER 1326 60TH ST S ST PETERSBURG 337073209	FL

79 Cases selected for report.

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address</u>	<u>Owner's Name/Address</u>	<u>Location Id</u>
21 11741	21/05/18	ZM	3445 13TH AVE S	SERMONS, ERNESTINE 3445 13TH AVE S SAINT PETERSBURG FL 337112214	102527
18 32970	18/12/28	ZM	4029 13TH AVE S	MERAI, NAZIEH 1894 MICHIGAN AVE NE SAINT PETERSBURG FL 337033332	102227
18 11636	18/05/11	FDJ	4810 13TH AVE S	CHANDLER, LUELLA 4810 13TH AVE S SAINT PETERSBURG FL 337112318	105047
14 23118	14/11/03	ZM	3465 15TH AVE S	JENNINGS, MICHAEL POA 23 ANONDALE DR HUNTINGTON NY 11743	100685
23 6229	23/04/06	ZM	3819 15TH AVE S	WEDEL, RUTH 3819 15TH AVE S SAINT PETERSBURG FL 33711	100069
22 13568	22/06/27	ZM	4100 18TH AVE S	COMMUNITY HOUSING FUND 800 W AIRPORT FWY STE-197, LB 6099 IRVING TX 750626207	104035
18 11634	18/05/14	FDJ	1001 46TH ST S	BARKLEY, JAMES J 4284 49TH AVE S SAINT PETERSBURG FL 337114622	105739
22 21654	22/10/25	ZM	3735 9TH AVE S	YOUNG, ED W 3735 9TH AVE S SAINT PETERSBURG FL 337112106	103533

5/01/23 6:00:00
131 CPASEC1AR

City of St. Petersburg, FL
Codes Compliance Assistance Department
Vacant & Boarded Properties - Childs Park Area

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address</u>	<u>Owner's Name/Address</u>	<u>Location Id</u>
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8 Cases selected for report.

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address</u>	<u>Owner's Name/Address</u>	<u>Location Id</u>
4 1811	4/01/15	MN	2880 CENTRAL AVE	ANDERSON, MARGARET L TR 22 BAGDAD RD DURHAM NH 03824	86685
15 23204	15/10/05	JAR	927 DR. ML KING JR ST S	MARTIN, RICHARD E 307 62ND AVE N SAINT PETERSBURG FL 337027537	90649
10 4014	10/03/17	JAR	1900 FAIRFIELD AVE S	HOUSE OF GOD CH LIVING GOD * 1900 FAIRFIELD AVE S SAINT PETERSBURG FL 337121773	90053
15 29210	15/12/11	JAR	1417 JAMES AVE S	DAVIS, JAMES A * 1417 JAMES AVE S SAINT PETERSBURG FL 337052244	91399
19 29045	19/10/30	JAR	1056 QUEEN ST S	ALLEN, BOBBY L 1036 QUEEN ST S SAINT PETERSBURG FL 337122424	93727
23 6230	23/04/06	CBG	1908 UNION ST S	GOMEZ, LENORE 2839 IVANHOE WAY S SAINT PETERSBURG FL 337053602	95171
21 11746	21/05/18	MN	2520 1ST AVE N	VALENTIN, ISABELINO 10 S MAIN ST #B NEW MILFORD CT 06776	86029
23 1224	23/01/20	RTH	651 10TH AVE S	MOSLEY, DONALD F PO BOX 2072 SAINT PETERSBURG FL 337312072	185639

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address</u>	<u>Owner's Name/Address</u>	<u>Location Id</u>
19 20440	19/08/07	JAR	1151 10TH AVE S	LEE, ANNIE L EST 1151 10TH AVE S SAINT PETERSBURG FL 337052116	95227
19 3126	19/02/07	JAR	1246 10TH AVE S	LOVETT, DELORES 1246 10TH AVE S SAINT PETERSBURG FL 337052119	91277
22 19033	22/09/07	JAR	1002 13TH AVE S	BLOSSOM, SAMUEL L 2641 15TH AVE S SAINT PETERSBURG FL 337122057	91075
20 22553	20/09/17	PM	2181 13TH AVE S	ROBINSON, FLORENCE W * 128 YOUNG ST TALLAHASSEE FL 323015436	91727
23 1225	23/01/20	PM	2624 13TH AVE S	MEUNIER, DAVID PO BOX 3982 CLEARWATER BEACH FL 33767	240285
20 7706	20/03/30	JAR	1363 14TH ST S	BEACHUM, BEATRICE W 1363 14TH ST S SAINT PETERSBURG FL 337052326	90813
21 4675	21/03/04	JAR	1421 14TH ST S	SMITH, CARRIE 1428 14TH ST S SAINT PETERSBURG FL 337052412	93737
18 21620	18/08/15	JAR	1661 14TH ST S	COPELAND, GERALDINE C 1661 14TH ST S SAINT PETERSBURG FL 337052523	91923

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address</u>	<u>Owner's Name/Address</u>	<u>Location Id</u>
22 5212	22/03/04	PM	3017 15TH AVE S	CLARK, BONNIE J * 3017 15TH AVE S SAINT PETERSBURG FL 337121941	99495
18 27379	18/10/12	RTH	524 16TH AVE S	BECKFORD, VIRGIL 524 16TH AVE S SAINT PETERSBURG FL 337015440	185291
21 27018	21/11/12	RTH	809 19TH AVE S	DONOVAN, WILLIAM 2901 58TH AVE N SAINT PETERSBURG FL 337141326	184753
18 33059	18/12/28	CBG	3000 19TH AVE S	FAIRBANKS CAPITAL CORP 338 S WARMINSTER RD HATBORO PA 19040	96313
20 19144	20/08/18	CBG	3022 19TH AVE S	SWEAT, ALBERT L SR * 3022 19TH AVE S SAINT PETERSBURG FL 337122919	96315
19 10299	19/04/23	JAR	1118 19TH ST S	BYNUM, INEZ 1118 19TH ST S SAINT PETERSBURG FL 337122343	91655
22 20329	22/09/23	JAR	1217 19TH ST S	BROWN-KEYS, HELEN V TRE 4245 BEACH DR SE SAINT PETERSBURG FL 337054129	92091
20 11342	20/06/01	PM	2440 2ND AVE S	PETIT, CHRISTOPHER M 2417 WORTHINGTON WOODS BLVD POWELL OH 43065	88303

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address</u>	<u>Owner's Name/Address</u>	<u>Location Id</u>
14 8195	14/05/09	CBG	3021 21ST AVE S	JONES, IDELL * 3021 21ST AVE S SAINT PETERSBURG FL 337122922	96403
20 23331	20/09/24	CBG	1934 21ST ST S	CLARK, QUEEN E 1934 21ST ST S SAINT PETERSBURG FL 337123110	90585
16 6854	16/04/15	CBG	2165 22ND AVE S	BRADLEY, MARY EST * 1435 PRESCOTT ST S SAINT PETERSBURG FL 337122442	90921
23 6225	23/04/06	RTH	625 25TH AVE S	USA HOUSING & URBAN DEV * 3280 POINTE PKWY STE 1000 NORCROSS GA 30092	187547
22 2970	22/02/04	PM	1411 28TH ST S	REED, RUDOLPH * 2941 22ND AVE S SAINT PETERSBURG FL 337122926	98019
22 13128	22/06/21	RTH	657 29TH AVE S	STRANDBERG, ERNEST * 4621 23RD AVE S SAINT PETERSBURG FL 337113303	188421
23 6226	23/04/06	PM	1338 29TH ST S	THOMAS, NATHANIEL JR PO BOX 13457 SAINT PETERSBURG FL 337333457	98031
20 25633	20/10/20	CBG	2239 29TH ST S	DAVIS, JACQUELINE L * 2239 29TH ST S SAINT PETERSBURG FL 337123329	109153

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address</u>	<u>Owner's Name/Address</u>	<u>Location Id</u>
20 19268	20/08/19	CBG	2437 33RD ST S	SPENCER, ELLA M 2437 33RD ST S SAINT PETERSBURG FL 337123314	109255
11 1738	11/02/02	MN	116 5TH ST S	5TH STREET HOLDING CO INC 3637 4TH ST N SAINT PETERSBURG FL 33704	181789
21 17570	21/07/26	RTH	2502 6TH ST S	KINGZETT, JAMES M * 310 FOOTHILL RD GARDNERVILLE NV 894106525	187487
10 2294	10/02/10	RTH	2711 6TH ST S	ROGAK, MICHAEL 11634 FOX CREEK DR TAMPA FL 33635	188373
21 17573	21/07/26	RTH	2947 6TH ST S	BURNEY, JIMMIE D 970 10TH AVE S SAINT PETERSBURG FL 337052113	188447
17 27416	17/10/30	JAR	1000 8TH AVE S	WALKER, ROSIE L 6914 S JUSTINE ST CHICAGO IL 606363921	94427
23 6503	23/04/07	JAR	1224 8TH AVE S	DANIELS, AUSTELS 1224 8TH AVE S SAINT PETERSBURG FL 337051919	92815
22 7157	22/03/30	JAR	1757 9TH AVE S	CLARK, ELLA M 2450 13TH AVE S SAINT PETERSBURG FL 337122133	95027

5/01/23 5:00:05
131 CCMSEC1AR

City of St. Petersburg, FL
Codes Compliance Assistance Department
Midtown Vacant & Boarded Properties

<u>Case No.</u>	<u>Case Reported</u>	<u>Invstg</u>	<u>Location Address</u>	<u>Owner's Name/Address</u>	<u>Location Id</u>
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40 Cases selected for report.

2019- 2023 Vacant & Boarded Report Comparison

	Citywide					Midtown					Childs Park				
Month	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
JAN	192	162	137	106	71	80	75	73	49	37	31	27	18	16	9
FEB	189	151	138	100	75	78	74	74	47	38	29	20	19	16	10
MAR	187	143	125	93	72	78	70	68	46	37	29	18	18	16	9
APR	178	142	123	98	74	72	72	64	47	36	30	18	18	17	8
MAY	181	133	118	87	79	74	72	58	40	40	32	18	18	15	8
JUNE	179	134	120	75		71	74	60	36		32	16	18	12	
JULY	181	132	123	77		74	73	60	38		31	17	19	11	
AUG	178	132	121	75		73	72	61	36		29	17	18	11	
SEPT	175	135	114	70		74	78	57	35		28	17	15	9	
OCT	169	136	107	72		73	79	54	37		28	18	15	9	
NOV	168	137	107	71		76	77	52	37		28	18	15	9	
DEC	164	134	109	69		74	75	52	36		27	18	16	9	



The Forward Pinellas Board met in person on March 8, 2023.

- **Action items included:**

- The approval of two complete streets planning projects in the Cities of Largo and Pinellas Park and one complete streets construction project in the City of St. Petersburg.
- And the approval of the Forward Pinellas Apportionment Plan recommended by staff, with a few modifications, to change the voting structure of the Board to account for the latest population data from the 2020 Census. After discussion, staff modified the proposed changes to retain the single Dunedin seat and the seat shared by Oldsmar, Safety Harbor, and Tarpon Springs. This increases the number of seats on the Board from 13 to 15 voting members and restructures the shared seats to allow rotating members to serve 3-year terms.
- **The Board also received a presentation by FDOT staff with information on a study evaluating capacity, bicycle, and pedestrian improvements on Gandy Boulevard from 4th St. N in Pinellas County to Westshore Boulevard in Hillsborough County.** The proposed project would reconstruct Gandy Boulevard to provide an elevated controlled access 4-lane to 6-lane roadway mainline separated from local traffic with frontage roads and multi-use trails on both sides of the corridor, widen the westbound Grandy Bridge, and construct a new eastbound bridge to provide a wider structure for 3 travel lanes and a multi-use trail.

The next Forward Pinellas Board meeting will be held on April 12, 2023.

**VILLAGE OF NORTH PALM BEACH
COMMUNITY DEVELOPMENT DEPARTMENT – BUILDING DEPARTMENT DIVISION**

TO: Honorable Mayor and Members of the Village Council

THRU: Chuck Huff, Village Manager

FROM: Caryn Gardner-Young, Community Development Director
Wayne Cameron, Building Official

DATE: August 24, 2023

SUBJECT: **RESOLUTION** – Amendment to the FY2022-2023 Comprehensive Pay Plan to change the pay grade of the Building Inspector and Sr. Building Inspector Positions

Village Staff is recommending the Village Council’s adoption of a Resolution amending the FY2022-2023 Comprehensive Pay Plan to change the pay grade assigned to the Building Inspector and Sr. Building Inspector positions.

Background:

The current pay ranges for the Building Construction Inspector and Sr. Building Construction Inspector positions are provided below:

Position	Grade	Hourly (Min)	Hourly (Max)
Building Construction Inspector	113	\$24.61	\$41.01
Sr. Building Construction Inspector	116	\$29.31	\$48.86

The Village has been unable to fill the above-mentioned positions primarily because of the current pay scale. A recent survey with local municipalities shows that the Village is the lowest paying entity for these positions:

Building Inspector:

Entity	Hourly (Min)	Hourly (Max)
Palm Beach County	28.49	negotiable
West Palm Beach	31.37	47.06
Town of Jupiter	28.88	45.39
Riviera Beach	29.25	43.89
Palm Beach Garden	26.96	43.12

Sr. Building Inspector:

Entity	Hourly (Min)	Hourly (Max)
Palm Beach County	30.77	negotiable
West Palm Beach	32.96	49.44
Town of Jupiter (Chief Building Inspector)	36.92	58.02
Riviera Beach	33.54	50.31
Palm Beach Gardens (Chief Building Inspector)	36.12	57.78

In accordance with Village policy/procedure, a new employee is hired at entry level. If a candidate has additional credentials (prior municipal experience, certifications, etc.), the Village Manager can negotiate up to a maximum of 20% above the minimum.

In recognition of the duties/functions of these positions and to remain competitive, staff is proposing to increase the pay grades as shown in the table below and to allow the Village Manager some flexibility in negotiating the starting salary if necessary:

Position	Grade	Hourly (Min)	Hourly (Max)
Building Construction Inspector	116	\$29.31	\$48.86
Sr. Building Construction Inspector	118	\$32.93	\$54.89

The Comprehensive Pay Plan is included within the overall Village Budget for Fiscal Year 2023, as approved by the Village Council through the adoption of Ordinance No. 2022-16. Section 5 of Ordinance No. 2022-16 specifically authorizes the Village Council to revise the Comprehensive Pay Plan by Resolution during the Fiscal Year without need to amend the Ordinance.

The attached Resolution has been prepared and/or reviewed by the Village Attorney for legal sufficiency.

Recommendation:

Village Staff Requests Council consideration and approval of the attached Resolution amending the Fiscal Year 2023 Comprehensive Pay Plan by changing the pay grade for the Building Inspector position to pay grade 116 and the Sr. Building Inspector Position to pay grade 118 in accordance with Village policies and procedures.

RESOLUTION 2023-_____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA AMENDING THE COMPREHENSIVE PAY PLAN ADOPTED AS PART OF THE FISCAL YEAR 2023 BUDGET TO REVISE THE PAY GRADE FOR THE POSITIONS OF BUILDING CONSTRUCTION INSPECTOR AND SENIOR BUILDING CONSTRUCTION INSPECTOR; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, through the adoption of Ordinance No. 2022-16 (“Budget Ordinance”) on September 22, 2022, the Village Council adopted a Comprehensive Pay Plan as part of the annual budget for Fiscal Year 2023; and

WHEREAS, Section 5 of the Budget Ordinance authorizes the Village Council to revise the Comprehensive Pay Plan by Resolution during the course of the Fiscal Year; and

WHEREAS, at the recommendation of Village Staff, the Village Council wishes to increase the pay grade for the positions of Building Construction Inspector and Senior Building Construction Inspector and determines that the adoption of this Resolution is in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA as follows:

Section 1. The foregoing recitals are ratified as true and incorporated herein.

Section 2. The Village Council hereby amends the Comprehensive Pay Plan for Fiscal Year 2023 as follows:

Position: Building Construction Inspector – Change from Pay Grade 113 (\$24.61 per hour to \$41.01 per hour) to **Pay Grade 116** (\$29.31 per hour to \$48.86 per hour).

Position: Senior Building Construction Inspector – Change from Pay Grade 116 (\$29.31 per hour to \$48.86 per hour) to **Pay Grade 118** (\$32.93 per hour to \$54.89 per hour).

Section 3. All other provisions of the Comprehensive Pay Plan, to the extent not specifically modified herein, shall remain in full force and effect.

Section 4. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2023.

(Village Seal)

MAYOR

ATTEST:

VILLAGE CLERK

**VILLAGE OF NORTH PALM BEACH
COUNTRY CLUB – GOLF OPERATIONS**

TO: Honorable Mayor and Council

THRU: Chuck Huff, Village Manager

FROM: Beth Davis, Country Club General Manager
Allan Bowman, Head Golf Professional

DATE: August 24, 2023

SUBJECT: **RESOLUTION** – Approving a Contract with Action Sports Netting, Inc. in the amount of \$176,985.70 for the installation of Golf Course Netting

Village staff is requesting Council consideration and approval of the attached Resolution approving a Contract with Action Sports Netting, Inc. to install golf course netting at the North Palm Beach Country Club at a cost not exceed \$176,985.70.

Background / Project Scope:

In the five years prior to the most recent golf course renovation/re-grassing in 2018, the golf course averaged 42,000 annual rounds of golf. Today, the course averages 57,000 rounds of golf. Furthermore, range revenue has increased by 70% resulting in many more golf balls being hit at the range and more balls ending up in the 10th fairway. Right-handed golfers make up 80% of all golfers, and they typically miss most of their shots to the right (which would be the 10th fairway).

Village staff fully understands that a net cannot and will not guarantee the stoppage of 100% of the golf balls that veer to the 10th fairway; however, the installation of netting should stop the vast majority of the golf balls and create a safer environment for the golf course patrons.

Monies were allocated in the Fiscal Year 2023 budget for capital towards an initial payment of the proposed Environmental Center. Staff is asking permission to reallocate these monies to address an important safety issue at the golf course (money for the Environmental Center has been allocated in the pending, FYE 2024 budget).

Pricing/Purchasing:

On August 1, 2023, the Village issued a Request for Proposal (RFP) for the installation of netting at the Golf Course. The RFP requested cost proposals for three different areas. The Village only received one proposal in response to the RFP from Action Sports Netting, Inc. in the amount of \$176,985.70 for Area One (left side of Hole 10 adjacent to the driving range). Action Sports Netting, Inc. has recently completed work at the Palm Beach Gardens Golf Course (Sand Hill Crane) and the West Palm Beach Golf Course (The Park).

Account Information:

Fund	Department	Account Number	Account Description	Amount
Country Club	Golf Course Maintenance	L8045-66210	Construction & Major Renovation	\$176,985.70

Recommendation:

Village Staff recommends Council consideration and approval of the attached Resolution awarding the Contract for the installation of golf course netting for Area One in the amount of \$176,985.70, with funds expended from Country Club Account No. L8045-66210 (Golf Course Maintenance – Construction & Major Renovation), and authorizing the Mayor and Village Clerk to execute the Contract in accordance with Village policies and procedures.

RESOLUTION 2023-_____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, ACCEPTING A BID PROPOSAL FROM ACTION SPORTS NETTING, INC. FOR THE INSTALLATION OF GOLF COURSE NETTING AT THE NORTH PALM BEACH COUNTRY CLUB AND AUTHORIZING THE MAYOR AND VILLAGE CLERK TO EXECUTE A CONTRACT FOR SUCH SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Village Staff issued a Request for Proposals for the installation of Golf Course Netting at the North Palm Beach Country Club; and

WHEREAS, Village Staff recommended accepting the sole proposal submitted by Action Sports Netting, Inc. for Area One (left side of Hole No. 10 adjacent to the driving range); and

WHEREAS, the Village Council determines that the adoption of this Resolution is in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF NORTH PALM BEACH, FLORIDA, as follows:

Section 1. The foregoing “whereas” clauses are hereby ratified and incorporated herein.

Section 2. The Village Council hereby accepts the bid proposal submitted by Action Sports Netting, Inc. for the installation golf course netting at the North Palm Beach Country Club for Area One at a total cost of \$176,985.70, with funds expended from Account No. L8045-66210 (Golf Course Maintenance – Construction and Major Renovation). The Village Council further authorizes the Mayor and Village Clerk to execute a Contract relating to such services, a copy of which is attached hereto and incorporated herein.

Section 3. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2023.

(Village Seal)

MAYOR

ATTEST:

VILLAGE CLERK

CONTRACT

This Contract is made as of the _____ day of _____, 2023, by and between the VILLAGE OF NORTH PALM BEACH, a Florida municipal corporation, hereinafter referred to as the VILLAGE, and ACTION SPORTS NETTING, INC., a Florida corporation, hereinafter referred to as CONTRACTOR.

In consideration of the promises and mutual covenants herein contained, it is hereby agreed that CONTRACTOR shall provide to the VILLAGE all goods and services requested under **Request for Proposals for Golf Course Netting** and as further stated in CONTRACTOR's Proposal and pursuant to the terms and conditions of this Contract.

ARTICLE 1. SERVICES OF CONTRACTOR.

A. CONTRACTOR shall provide all goods, services, and equipment necessary for supply and installation of Golf Course Netting **for Area One only (left side of Hole No. 10 adjacent to the driving range)**, as required under the VILLAGE's Request for Proposals and CONTRACTOR's proposal thereto, which are attached hereto and incorporated herein by reference and to that degree of care and skill ordinarily exercised, under similar circumstances, by reputable members of its profession practicing in the same or similar locality at the time the services are provided.

B. The goods and services to be provided by CONTRACTOR shall be commenced subsequent to the execution and approval of this Contract and upon written notice from the VILLAGE to proceed.

ARTICLE 2. TERM OF CONTRACT.

A. The term of the Contract shall commence upon the VILLAGE's issuance of a Notice to Proceed and shall remain in effect until all goods are delivered and all services performed. Delivery and installation shall be coordinated by the VILLAGE and CONTRACTOR, provided, however, that all services shall be complete by **October 15, 2023**.

B. CONTRACTOR shall not be entitled to an increase in the agreed to compensation in this Contract or payment or compensation of any kind from the VILLAGE for direct, indirect, consequential, impact or other costs, expenses, or damages.

ARTICLE 3. VILLAGE'S REPRESENTATIVE.

Unless otherwise specified by the VILLAGE, the VILLAGE's representative shall be the Head Golf Professional. The Village Manager or Village Representative shall have the right at all reasonable times during the term of this Contract to inspect or otherwise evaluate the work being performed thereunder and the premises in which it is being performed.

ARTICLE 4. COMPENSATION AND METHOD OF PAYMENT.

A. The VILLAGE agrees to compensate CONTRACTOR for the provision of all goods and services set forth in the Request for Proposals and as stated in CONTRACTOR's Proposal **for Area One only** in an amount not to exceed **One Hundred Seventy-Six Thousand Nine Hundred Eighty-Five Dollars and Seventy Cents (\$176,985.70)**.

B. Services undertaken or expenses incurred that exceed the amount set forth in this Contract without prior written authorization from the VILLAGE shall be the sole liability of CONTRACTOR.

C. CONTRACTOR waives consequential or incidental damages for claims, disputes or other matters in question arising out of or relating to this Contract.

D. In order for both parties herein to close their books and records, CONTRACTOR will clearly state "final invoice" on CONTRACTOR's final/last billing to the VILLAGE. This certifies that all goods have been provided and services performed and all charges have been invoiced to the VILLAGE. Since this account will thereupon be closed, any and other further charges if not properly included in this final invoice are waived by CONTRACTOR. The VILLAGE will not be liable for any invoice from CONTRACTOR submitted thirty (30) days after the provision of the required goods and services.

E. If the VILLAGE disputes any invoice or part of an invoice, VILLAGE shall notify CONTRACTOR of such dispute within fifteen (15) days of receipt of the invoice. VILLAGE reserves the right to off-set, reduce or withhold any payment to CONTRACTOR in accordance with the terms and conditions of this Contract.

ARTICLE 5. INDEMNIFICATION.

A. To the fullest extent permitted by applicable laws and regulations, CONTRACTOR shall indemnify and save harmless and defend the VILLAGE, its officials, agents, servants, and employees from and against any and all claims, liability, losses, and/or causes of action arising out of or in any way related to the services furnished by the CONTRACTOR pursuant to this Contract, including, but not limited to, those caused by or arising out of any act, omission, negligence or default of the CONTRACTOR and/or its subcontractors, agents, servants or employees.

B. CONTRACTOR shall not be required to indemnify the VILLAGE, its officials, agents, servants, and employees when the occurrence results solely from the wrongful acts or omissions of the VILLAGE, its officials, agents, servants, and employees. The terms of this Section shall survive completion of all services, obligations and duties provided for in this Contract as well as the termination of this Agreement for any reason.

C. Nothing contained in this Contract shall create a contractual relationship with or a cause of action in favor of a third party against either the VILLAGE or CONTRACTOR, nor shall this Contract be construed a waiver of sovereign immunity beyond the limited waiver provided in Section 768.28, Florida Statutes.

ARTICLE 6. PERSONNEL.

A. CONTRACTOR represents that it has, or will secure at its own expense, all necessary personnel required to perform the Work under this Contract. Such personnel shall not be employees of or have any contractual relationship with the VILLAGE.

B. All of the Work required hereunder shall be performed by CONTRACTOR or under its supervision, and all personnel engaged in performing the Work shall be fully qualified and, if

required, authorized or permitted under state and local law to perform such Work.

C. All of CONTRACTOR's personnel (and all sub-contractors) while on VILLAGE premises, will comply with all VILLAGE requirements governing conduct, safety, and security.

ARTICLE 7. TERMINATION.

This Contract may be cancelled by CONTRACTOR upon thirty (30) days' prior written notice to the VILLAGE's representative in the event of substantial failure by the VILLAGE to perform in accordance with the terms of this Contract through no fault of CONTRACTOR. It may also be terminated, in whole or in part, by the VILLAGE, with or without cause, upon thirty (30) days written notice to CONTRACTOR. Unless CONTRACTOR is in breach of this Contract, CONTRACTOR shall be paid for services rendered to the VILLAGE's satisfaction through the date of termination.

ARTICLE 8. FEDERAL AND STATE TAX.

The VILLAGE is exempt from payment of Florida State Sales and Use Tax. CONTRACTOR shall not be exempted from paying sales tax to its suppliers for materials used to fill contractual obligations with the VILLAGE, nor is CONTRACTOR authorized to use the VILLAGE's Tax Exemption Number in securing such materials.

ARTICLE 9. INSURANCE.

Prior to commencing any Work, CONTRACTOR shall provide certificates evidencing insurance coverage as required in the Proposal Documents. All insurance, other than Worker's Compensation, to be maintained by CONTRACTOR shall specifically include the VILLAGE as an Additional Insured.

ARTICLE 10. SUCCESSORS AND ASSIGNS.

The VILLAGE and CONTRACTOR each binds itself and its partners, successors, executors, administrators, and assigns to the other party of this Contract and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the VILLAGE nor CONTRACTOR shall assign, sublet, convey or transfer its interest in this Contract without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the VILLAGE which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the VILLAGE and CONTRACTOR.

ARTICLE 11. GOVERNING LAW, VENUE AND REMEDIES.

A. This Contract shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the Contract will be held in Palm Beach County.

B. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder

shall preclude any other or further exercise thereof.

C. The VILLAGE and CONTRACTOR **knowingly, voluntarily, and intentionally waive any right they may have to trial by jury** with respect to any litigation arising out of or in connection with this Contract.

ARTICLE 12. INDEPENDENT CONTRACTOR RELATIONSHIP.

CONTRACTOR is, and shall be, in the performance this Contract, an Independent Contractor, and not an employee, agent, or servant of the VILLAGE. All persons engaged in any of the work performed pursuant to this Contract shall at all times, and in all places, be subject to CONTRACTOR's sole direction, supervision, and control. CONTRACTOR shall exercise control over the means and manner in which it and its employees perform the Work.

ARTICLE 13. NONDISCRIMINATION.

CONTRACTOR warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, or sexual orientation.

ARTICLE 14. ENFORCEMENT COSTS.

If any legal action or other proceeding is brought for the enforcement of this Contract, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Contract, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses (including taxes) even if not taxable as court awarded costs (including, without limitation, all such fees, costs and expenses incident to appeals), incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled.

ARTICLE 15. AUTHORITY TO PROVIDE REQUIRED SERVICES.

CONTRACTOR hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business and provide the services required under this Contract, and that it will at all times conduct its business and provide the services required under this Contract in a reputable manner. Proof of such licenses and approvals shall be submitted to the VILLAGE's representative upon request.

ARTICLE 16. SEVERABILITY.

If any term or provision of this Contract, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, to remainder of this Contract, or the application of such terms or provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

ARTICLE 17. MODIFICATIONS OF WORK.

A. The VILLAGE reserves the right to make changes in the Work, including alterations,

reductions therein or additions thereto. Upon receipt by CONTRACTOR of the VILLAGE's notification of a contemplated change, CONTRACTOR shall, in writing, provide a detailed estimate for the increase or decrease in cost due to the contemplated change.

B. If the VILLAGE elects to make the change, the VILLAGE shall initiate a Contract Amendment and CONTRACTOR shall not commence work on any such change until such written amendment is signed by CONTRACTOR and approved and executed by the VILLAGE.

ARTICLE 18. PROTECTION OF WORK AND PROPERTY.

A. CONTRACTOR shall continuously maintain adequate protection of all goods and services provided pursuant to this Contract from damage, and shall protect the VILLAGE's property from injury or loss arising in connection with the Contract. Except for any such damage, injury, or loss, except that which may be directly due to errors caused by the VILLAGE or employees of the VILLAGE, CONTRACTOR shall provide any necessary materials to maintain such protection.

B. CONTRACTOR will also take every necessary precaution to ensure the safety of the VILLAGE, public and other guests and invitees thereof at or near the areas where services are being performed and throughout the completion of such services.

ARTICLE 19. NOTICE.

All notices required in this Contract shall be sent by certified mail, return receipt requested, and if sent to the VILLAGE shall be mailed to:

Village of North Palm Beach
Attn: Village Manager
501 U.S. Highway One
North Palm Beach, FL 33408

and if sent to CONTRACTOR shall be mailed to:

Action Sports Netting, Inc.
Attn: Dennis Bryan, President
1511 S.W. Mockingbird Circle
Port St. Lucie, FL 34986

The foregoing names and addresses may be changed if such change is provided in writing to the other party.

ARTICLE 20. ENTIRETY OF CONTRACTUAL AGREEMENT.

The VILLAGE and CONTRACTOR agree that this Contract sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto.

ARTICLE 21. TERMINOLOGY AND CAPTIONS.

All pronouns, singular, plural, masculine, feminine or neuter, shall mean and include the person, entity, firm or corporation to which they relate as the context may require. Wherever the context may require, the singular shall mean and include the plural and the plural shall mean and include the singular. The term "Contract" as used herein, as well as the terms "herein", "hereof", "hereunder", "hereinafter" and the like mean this Contract in its entirety and all exhibits, amendments and addenda attached hereto and made a part hereof. The captions and paragraph headings are for reference and convenience only and do not enter into or become a part of the context of this Contract, nor shall such headings affect the meaning or interpretation of this Contract.

ARTICLE 22. WAIVER.

Failure of a party to enforce or exercise any of its right(s) under this Contract shall not be deemed a waiver of that parties' right to enforce or exercise said right(s) at any time thereafter.

ARTICLE 23. PREPARATION.

This Contract shall not be construed more strongly against either party regardless of who was more responsible for its preparation.

ARTICLE 24. MATERIALITY.

All provisions of the Contract shall be deemed material. In the event CONTRACTOR fails to comply with any of the provisions contained in this Contract or exhibits, amendments and addenda attached hereto, said failure shall be deemed a material breach of this Contract and VILLAGE may at its option and without notice terminate this Contract.

ARTICLE 25. EXHIBITS AND CONTRACT DOCUMENTS.

Each exhibit and document referred to in this Contract forms an essential part of this Contract. The exhibits and other contract documents, if not physically attached, including, but not limited to the Request for Proposals and the CONTRACTOR's Proposal, should be treated as part of this Contract and are incorporated herein by reference.

ARTICLE 26. LEGAL EFFECT.

This Contract shall not become binding and effective until approved by the Village Council of the Village of North Palm Beach.

ARTICLE 27. SURVIVABILITY.

Any provision of this Contract which is of a continuing nature or imposes an obligation which extends beyond the term of this Contract shall survive its expiration or earlier termination.

ARTICLE 28. DEFAULT.

A. Notwithstanding anything contained in this Contract to the contrary, the parties agree that

the occurrence of any of the following shall be deemed a material event of default and shall be grounds for immediate termination:

1. The filing of any judgment lien against the assets of CONTRACTOR related to the performance of this Contract which is not satisfied, discharged, or contested in a court of law within thirty (30) days from the date of notice to the CONTRACTOR; or
2. The filing of a petition by or against CONTRACTOR for relief under the Bankruptcy Code, or for its reorganization or for the appointment of a receiver or trustee of CONTRACTOR or CONTRACTOR's property; or an assignment by CONTRACTOR for the benefit of creditors; or the taking possession of the property of CONTRACTOR by any governmental officer or agency pursuant to statutory authority for the dissolution or liquidation of CONTRACTOR; or if a temporary or permanent receiver or trustee shall be appointed for CONTRACTOR or for CONTRACTOR's property and such temporary or permanent receiver or Trustee shall not be discharged within thirty (30) days from the date of appointment.
3. Due to circumstances within the control of the CONTRACTOR, CONTRACTOR fails to provide the goods and services required pursuant to this Contract on schedule as agreed to by CONTRACTOR in this Contract.

B. CONTRACTOR shall provide written notice to the VILLAGE of the occurrence of any event of default within five (5) days of CONTRACTOR's receipt of notice or knowledge of any such default.

ARTICLE 29. WAIVER OF SUBROGATION.

CONTRACTOR hereby waives any and all rights to Subrogation against the VILLAGE, its officers, employees and agents for each required policy. When required by the insurer, or should a policy condition not permit an insured to enter into a pre-loss agreement to waive subrogation without an endorsement, then CONTRACTOR shall agree to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which a condition to the policy specifically prohibits such an endorsement, or voids coverage should CONTRACTOR enter into such an agreement on a pre-loss basis.

ARTICLE 30. E-VERIFY

CONTRACTOR warrants and represents that CONTRACTOR and all subcontractors are in compliance with Section 448.095, Florida Statutes, as may be amended. CONTRACTOR has registered to use, and shall continue to use, the E-Verify System (E-Verify.gov) to electronically verify the employment eligibility of newly hired employees and has received an affidavit from each subcontractor stating that the subcontractor does not employ, contract with or subcontract with unauthorized aliens. If the VILLAGE has a good faith belief that CONTRACTOR has knowingly violated Section 448.09(1), Florida Statutes, the VILLAGE shall terminate this Contract pursuant to Section 448.095(2), Florida Statutes, as may be amended. If the VILLAGE has a good faith belief that a subcontractor has knowingly violated Section 448.09(1), Florida Statutes, but CONTRACTOR has otherwise complied, it shall notify CONTRACTOR, and CONTRACTOR shall immediately terminate its contract with the subcontractor.

ARTICLE 31. INSPECTOR GENERAL

CONTRACTOR is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Contract, and in furtherance thereof, may demand and obtain records and testimony from CONTRACTOR and its subcontractors. CONTRACTOR understands and agrees that in addition to all other remedies and consequences provided by law, the failure of CONTRACTOR or its subcontractors to fully cooperate with the Inspector General when requested may be deemed by the VILLAGE to be a material breach of the Contract Documents justifying termination.

ARTICLE 32. PUBLIC RECORDS.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: (561) 841-3355; NPBCLERK@VILLAGE-NPB.ORG; OR 501 U.S. HIGHWAY ONE, NORTH PALM BEACH, FL 33408.

In performing services pursuant to this Contract, CONTRACTOR shall comply with all relevant provisions of Chapter 119, Florida Statutes. As required by Section 119.0701, Florida Statutes, CONTRACTOR shall:

1. Keep and maintain public records required by the VILLAGE to perform the service.
2. Upon request from the VILLAGE's custodian of public records, provide the VILLAGE with a copy the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of the Contract if the CONTRACTOR does not transfer the records to the VILLAGE.
4. Upon completion of the Contract, transfer, at no cost, to the VILLAGE all public records in possession of CONTRACTOR or keep and maintain public records required by the VILLAGE to perform the services. If CONTRACTOR transfers all public records to the VILLAGE upon completion of the Contract, CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If CONTRACTOR keeps and maintains public records upon completion of the Contract, CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the VILLAGE, upon request from the VILLAGE's custodian of public records, in a format that is compatible with the information technology systems of the VILLAGE.

ARTICLE 33. REPRESENTATIONS/BINDING AUTHORITY.

The persons executing this Contract represent that they have the full power, authority and legal right to execute and deliver this Contract and perform all of its obligations under this Contract.

IN WITNESS WHEREOF, the VILLAGE and CONTRACTOR hereto have made and executed this Contract as of the day and year first above written.

CONTRACTOR:

BY: _____

Print Name: _____

Title: _____

VILLAGE OF NORTH PALM BEACH

BY: _____
DAVID NORRIS
MAYOR

ATTEST:

BY: _____
JESSICA GREEN,
VILLAGE CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

BY: _____
VILLAGE ATTORNEY



August 14, 2023

Village of North Palm Beach
501 US Highway One
North Palm Beach, FL 33408

Re: North Palm Beach Country Club, Driving Range Netting

Action Sports Netting is glad to present to you our bid to furnish and install the golf netting at your North Palm Beach Country Club. Founded in 1992, we are a complete golf and sports netting supplier and especially proud of our countless installations throughout the United States and abroad. Our installations skills originate from our many years of experience in the overhead power line construction industry which includes designs and installations of wood, steel, and concrete structures with heights up to 170 feet high. Our office is in Port St Lucie FL and was incorporated in Florida in 1996.

For this project Dennis Bryan will be the project manager and is official authorized to bind and execute a contract for this project. Field Superintendent for the work with be Charles Waters.

We will supply all insurance requirements for this project and comply with all applicable laws, rules, regulations and ordinances of the Village, Palm Beach County, the State of Florida, and the United States. We have been a Florida Corporation starting in 1996 and qualified to provide all services requested under this RFP and as stated in the proposal to complete the project.

We are especially proud of our countless installations throughout the United States and abroad with thousands of customers. Attached are a few references. Equipment that will be used on this project will consist of man-lifts, digger-derrick truck, backhoe and personal carriers.

We are committed to offer our customers superior products, reliability, quality workmanship and service with all at the best competitive prices. We certainly look forward to working with the village and golf club on this project.

Sincerely,

Dennis Bryan, President

1511 SW Mockingbird Circle * Port St Lucie, FL 34986
Office (772) 336-5900 Email: actionsportsnet@gmail.com

RFP EXHIBIT "B"
PROPOSER'S ACKNOWLEDGMENT

SUBMIT ONE ORIGINAL AND (2) COPIES OF YOUR PROPOSAL TO:

Village of North Palm Beach
Attn: Village Clerk
Village Hall
501 US Highway One
North Palm Beach, FL 33408

RFP TITLE: Golf Course Irrigation Pump Station

Proposal must be received **PRIOR TO 3:00 p.m EST. on August 16, 2023**, at which time Proposals will be opened.

Proposer's Name: Action Sports Netting, Inc.
(Please specify if a corporation, partnership, other entity or individual)

Fed. ID# or SSN: 65-0642974

Address: 1511 SW Mockingbird Circle, Port St Lucie FL 34986

Telephone No.: 772-336-5900 Fax Number: N/A, actionsportsnet@gmail.com

Contact Representative: Dennis Bryan

The undersigned authorized representative of the Proposer agrees to all terms and conditions stated in the RFP, and proposes and agrees that if this proposal is accepted by the Village, the Proposer will enter into the standard Village contract to provide the services as stated in this proposal and in accordance with the terms and conditions of this RFP.


Authorized Representative's Signature

August 14, 2023
Date

Dennis Bryan
Name:

President
Position:

RFP EXHIBIT "C"
PROPOSAL FORM

In accordance with the terms and conditions stated in the Request for Proposal (RFP) requesting the supply and installation of a Golf Course Netting at the North Palm Beach Country Club Golf Course, the undersigned proposes the following to the Village of North Palm Beach:

Action Sports Netting, Inc. (proposer's legal name) certifies that it is licensed to perform the requested services in the State of Florida and Palm Beach County. Applicable License number(s): Registered Florida Corporation.

Proposer agrees to provide the required services stated in the RFP for an amount not to exceed the following sum, inclusive of costs of relating to manufacturing, shipping, handling, delivery, offloading, installation and start up:

Area One: One hundred seventy-six thousand, nine hundred eighty-five dollars & 70 cents
Written Dollar Amount

(\$ 176,985.70)

Area Two: Fifty-two thousand, eight hundred ninety-six dollars & 30 cents
Written Dollar Amount

(\$ 52,896.30)

Area Three: Twenty-two thousand, eight hundred seventy-three & 50 cents
Written Dollar Amount

(\$ 22,873.50)

Total Amount (Areas One through Three):

Two hundred fifty-two thousand, seven hundred fifty-five dollars & 50 cents
Written Dollar Amount

(\$ 252,755.50)



Authorized Representative's Signature

August 14, 2023

Date

Dennis Bryan
Name:

President
Position:

RFP EXHIBIT "D"
CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids or proposals which are equal with respect to price, quality, and service are received by any political subdivision for the procurement of commodities or contractual services, a bid or proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid or proposal a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.



Proposer's Signature

August 14, 2023
Date

RFP EXHIBIT "E"
PUBLIC ENTITY CRIMES STATEMENT
UNDER § 287.133, FLORIDA STATUTES

1. This sworn statement is submitted to the Village of North Palm Beach, Florida

by Dennis Bryan, President
(print individual's name and title)

for Action Sports Netting, Inc.
(print name of entity submitting sworn statement)

whose business address is 1511 SW Mockingbird Circle, Port St Lucie, FL 34986

and (if applicable) its Federal Employer Identification Number (FEIN) is: 65-0642974

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:

a. A predecessor or successor of a person convicted of a public entity crime; or

b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), **Florida Statutes**, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision

of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

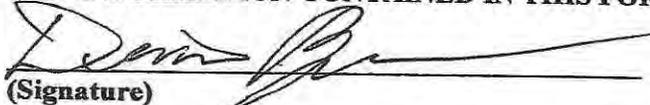
6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (indicate which statement applies.)

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT HIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.


(Signature)

The foregoing document was sworn and subscribed before me this 10th day of July, 2023 by Dennis Bryan, who is personally known to me or produced Driver License as identification.




Notary Public
My Commission Expires: Feb. 9, 2027

RFP EXHIBIT "F"
SCRUTINIZED VENDOR CERTIFICATION
PURSUANT TO SECTION 287.135, FLORIDA STATUTES

This sworn statement is submitted to the Village of North Palm Beach, Florida

by Dennis Bryan, President
(print individual's name and title)
for Action Sports Netting, Inc.
(print name of entity submitting sworn statement)

whose business address is 1511 SW Mockingbird Circle, Port St Lucie, FL 34986

and (if applicable) its Federal Employer Identification Number (FEIN) is: 65-0642974

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

1. I hereby certify that the above-named entity:
 - A. Does not participate in the boycott of Israel; and
 - B. Is not on the Scrutinized Companies that Boycott Israel List.
2. If the Contract for goods and services is for more than \$1,000,000, I hereby certify that the above-named entity:
 - A. Is not on the Scrutinized Companies with Activities in Sudan List; and
 - B. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
 - C. Has not engaged in business operations in Cuba or Syria.

Section 287.135, Florida Statutes, prohibits the Village from: (1) contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; and (2) contracting with companies, for goods or services over \$1,000,000 that are on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List created pursuant to Section 215.473, Florida Statutes or is engaged in business operations in Cuba or Syria.

As the person authorized to sign on behalf of the above-named entity, I hereby certify that the statements set forth above are true and that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees and/or costs. I further understand that any contract with the Village for goods or services may be terminated at the option of the Village if the company has been found to have submitted a false certification.


(Signature)

The foregoing document was sworn and subscribed before me this 10th day of July, 2023 by Dennis Bryan, who is personally known to me or produced Driver License as identification.


Notary Public
My Commission Expires: Feb. 9, 2027





PROJECTS REFERENCES WITHIN LAST 2 YEARS

City of Palm Beach Gardens
Clinton Tinger
Palm Beach Gardens, FL 33410
Phone: 954-865-5882

Deering Bay Yacht & Country Club
Daniel Stover
Coral Gables, FL 33158
Email: d.stover@dbvcc.com Phone: 207-844-1507

Al Erb, Jr.
Al Erb Enterprises
Doylestown, PA 18902
Email: alerbjr@verizon.net Phone: 215-340-0786

Ocean Reef Club
Eduardo Perez
Key Largo, FL 33037
Email: eperez@oceanreef.com Phone: 786-205-3102

Sweetbriar Golf Course
Daniel Hershey
Avon Lake, OH. 44012
Email: dan@sweetbriargolfclub.com Phone: 440-666-7586

Vero Beach Country Club
Shane Right
Vero Beach, FL 32960
Email: rshanewright@hotmail.com Phone: 772-584-1082

Olde Hickory Golf & Country Club
Bryan Rosich
Ft. Myers, FL 33912
Email: BRosich@Oldehickory.cc Phone: 239-768-2400