



COMMUNICATIONS TO CITY COMMISSION
CENTRAL CITY REDEVELOPMENT ADVISORY BOARD
CITY OF FORT LAUDERDALE
WEDNESDAY, JUNE 10, 2026 - 6:00 PM
CRA OFFICE- 2nd FLOOR CONFERENCE ROOM
914 SISTRUNK BLVD, SUITE 200
FORT LAUDERDALE, FL 33311

Cumulative Attendance
September 2025-August 2026

Board Members	Present/Absent	Present	Absent
Kimber White, Chair	A	7	1
Christopher Casey	P	6	2
Juan Carlos Guerrero	P	4	0
Shantel Jairam	P	3	0
Fiona Johnson (<i>Arr. 6:13 PM</i>)	P	8	0
Christine Jones	P	6	1
Thomas Manos	A	4	4
Nikola Stan	P	6	2
Bobby Tinoco, Vice Chair	P	8	0
John Vanvlack (<i>Arr. 6:05 PM</i>)	P	5	0
Olga Zamora (<i>Arr. 6:06 PM</i>)	P	8	0

Staff:

Vanessa Martin, Interim CRA Manager
 Cija Omengebar, CRA Planner/Liaison
 Bob Wojcik, CRA Housing and Economic Development Manager
 Tania Bailey-Watson, Senior Administrative Assistant
 Lizeth DeTorres, Senior Administrative Assistant

Others:

Edward Catalano
 Troy Liggett, President, Middle River Terrace Neighborhood Association
 K. Cruitt, Recording Secretary, Prototype Inc.

Communications to City Commission:

Motion by Vice Chair Tinoco, seconded by Ms. Zamora, to send a Communication to the City Commission that this Advisory Board remains committed to the success of the CRA and appreciates the efforts of the Commission and Staff. However, we have a growing concern regarding the pace at which projects and initiatives are advancing from planning to implementation. So, we respectfully request greater clarity on project timelines, priorities, and any challenges contributing to delays. As representatives of the community, we believe visible progress is essential to maintaining public confidence in achieving the goals of the CRA. We look forward to continuing to work collaboratively to help move these important initiatives forward. In a voice vote, the motion passed unanimously.

Motion by Mr. Stan, seconded by Mr. Guerero, to communicate to the City Commission to accept the recommended Land Use Plan Amendment (LUPA) only for the areas proposed for rezoning. In a roll vote, the motion passed 6/3 with Ms. Jones, Ms. Zamora and Vice Chair Tinoco opposed.



CITY OF FORT LAUDERDALE

Draft

REGULAR MEETING MINUTES
CITY OF FORT LAUDERDALE
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Motion by Mr. Stan, seconded by Mr. Guerero, to communicate to the City Commission to accept the recommended Land Use Plan Amendment (LUPA) only for the areas proposed for rezoning. In a roll vote, the motion passed 6/3 with Ms. Jones, Ms. Zamora and Vice Chair Tinoco opposed.

I. Pledge of Allegiance

Board members recited the Pledge of Allegiance.

II. Call to Order & Determination of Quorum

The meeting was called to order at 6:00 PM by Vice Chair Tinoco in his capacity as Acting Chair. Roll was called, and it was noted that a quorum was present.

III. Approval of Meeting Minutes - May 6, 2026 Regular Meeting

Motion by Ms. Jones, seconded by Mr. Guerrero, to approve the May 6, 2026 minutes as presented. In a voice vote, the motion passed unanimously.

IV. Project Discussion:

Capital Improvement Master Plan History

Ms. Cija Omengebar, CRA Planner, provided the presentation which highlighted key project events and milestones since January 2024. She distributed a handout that outlined the historical timeline, CIP activity overview, and estimated procurement timeline; that document is part of the public record. Ms. Omengebar acknowledged that concerns were raised at the May 19, 2026 Commission meeting because the CCRAB had not seen the contract or solicitation after the project had been moved forward; she noted that under the City procurement process, a review of those documents was outside the purview of the Board unless there were questions. Ms. Omengebar requested a recommendation to move the contract with Alta Planning + Design forward at the July 2, 2026 Commission Meeting.

Ms. Vanessa Martin, Interim CRA Manager, assured Members that the process would be a collaborative effort with the consultant. The objective was to bring them on board and move the project forward as quickly as possible; the consultant was expected to meet with this Board once they were hired.

Ms. Omengebar referenced the initial project activity schedule submitted by Alta in 2024 in her handout. She clarified that it would be a 13 month-long project. Once agreed-upon deliverables were established through discussions with Staff, the updated schedule would be brought before the CCRAB.

Ms. Omengebar and Ms. Martin fielded several questions and assured the Board that they were very aware of their concerns with the length of time that it took to get the project moving forward. Ms. Martin noted that the consultant would be held accountable to the timeline that would be established for deliverable tasks through payment and legal terms in the agreement. It was clarified that the project timeline would begin upon execution of the contract.

Troy Liggett, President, Middle River Terrace Neighborhood Association, distributed a handout intended to provide more background on “where this plan came from.” A copy of the handout entitled “Why the Streetscape Masterplan?” is part of the public record. Mr. Liggett highlighted key dates, and expressed frustration with the timeline and apparent lack of priority as it had taken the City two years to procure a contract to generate a report. Mr. Liggett also expressed concern because he had observed in May 2026 that the contract did not include deadlines; he recommended the Board approve it only by setting a deadline for completion.

Ed Catalano introduced himself as a former president of the South Middle River Civic Association and a former member of the CCRAB. He also expressed frustration with the timeline for this project and the 4th Avenue light installations. Mr. Catalano strongly recommended that the Board set deadlines and move the project forward as soon as possible.

Highlights of the lengthy discussion that ensued around timelines, holding the consultant accountable, and the next steps included the following:

- Ms. Omengebar confirmed that the contract had been negotiated.
- Ms. Martin noted that Section 3.2.1 of the agreement indicated that project timelines would be finalized. She requested an opportunity to get to that point and reiterated that while Staff understood the urgency of getting the project done, it was necessary to meet with the consultants to discuss project approach, public outreach, and finalize project timelines.
- Ms. Omengebar stated there were no design standards for the entire CRA. Members were assured that the community feedback that had been collected would be shared with the consultant.
- Ms. Martin reiterated that Staff would work to develop a timeline in conjunction with the consultant, subject to the approval by the CRA Board of Commissioners, and acknowledged the desire of the CCRAB to have it done in nine months.
- Vice Chair Tinoco explained that going with a larger scope project would benefit the entire community and be more efficient.
- Ms. Omengebar clarified that transportation mobility would share information on sidewalks with the consultant.
- Ms. Martin clarified that the consultant would come back to this Board for [project] prioritization. She did not anticipate any additional delays to get the contract executed.
- Ms. Omengebar clarified for Mr. Catalano that an update on city lights at the seven permanently closed roads would be provided during the project update portion of the meeting.

Mr. Liggett indicated that he did not blame Staff for the project delays, and took responsibility for not sending a communication to the City Commission in April of 2024 when Option B was endorsed. He suggested the Board express their concerns regarding the handling of the CRA procurement process within the City.

Motion by Ms. Johnson, seconded by Mr. Vanvlack, to move forward with Alta Alpha Planning and Design to the City Commission meeting on July 2, 2026, emphasizing the deadline, and once the contract is executed, expediting the delivery timeline to nine months. In a roll vote, the motion passed unanimously.

Mr. Stan opened additional discussion on whether the Board should communicate the frustration expressed by the neighborhoods and Board to the City Commission regarding the lengthy timelines to get CRA projects approved over the past several years.

Discussion briefly returned to the delay in installing lights at seven permanently closed streets. Ms. Omengebar clarified that while the City sent a contract to the FPL liaison, that individual did not file it within FPL and that was despite having email trails on file.

At 7:31 PM, Vice Chair Tinoco temporarily passed the gavel to Mr. Vanvlack.

Motion by Vice Chair Tinoco, seconded by Ms. Zamora, to send a Communication to the City Commission that this Advisory Board remains committed to the success of the CRA and appreciates the efforts of the Commission and Staff. However, we have a growing concern regarding the pace at which projects and initiatives are advancing from planning to implementation. So, we respectfully request greater clarity on project timelines, priorities, and any challenges contributing to delays. As representatives of the community, we believe visible progress is essential to maintaining public confidence in achieving the goals of the CRA. We look forward to continuing to work collaboratively to help move these important initiatives forward. In a voice vote, the motion passed unanimously.

At 7:35 PM, the gavel was returned to Vice Chair Tinoco.

V. Project & Program Status Updates

Ms. Omengabar highlighted the following:

- Rezoning Project. No new updates.
- Commercial Incentive Programs: Staff continued work with the three applicants:
 - o Art of Tea - Was awarded \$350,000.
 - o Call of Africa Realty Inc. - Withdrew \$404,000.
 - o Homes Inc. – Their funding request was reduced to \$100,000.
- Residential Enhancement Program. Fourteen applicants were approved and seeking quotes; five additional were going through the approval process.
- Light Pole Installations at Seven Permanently Closed End-Streets. This project was still on track to be completed by July 2026. She had not been able to obtain a start date from FPL.
- NE 4 Avenue Complete Street Project – Light Poles. The two contracts between the City and Department of Transportation were approved on May 19, 2026. Staff would submit the documents required by the County so the City could be reimbursed the sum of \$1 million.
- Land Use Plan Amendment. MHCP Collab was the highest ranking firm. Ms. Martin added that they were tentatively scheduled for approval on the July 2, 2026 Commission agenda. Ms. Omengabar noted that she had emailed a copy of the solicitation proposal to Members. Mr. Stan expressed concern with Live Local after learning that a unified land use designation could open up currently designated residential areas to Live Local.

Motion by Mr. Stan, seconded by Mr. Guerero, to communicate to the City Commission to accept the recommended Land Use Plan Amendment (LUPA) only for the areas proposed for rezoning. In a roll vote, the motion passed 6/3 with Ms. Jones, Ms. Zamora and Vice Chair Tinoco opposed.

Ms. Omengabar returned to project and program updates:

- NE 13 Street Sculpture. This project was still in the approval documentation phase; a date had not yet been set for Commission approval.
- NE 13 Street Lane Elimination Extension. T&M was expected to return at a later date to seek CRA funding proportional to the segment of the project within CRA boundaries.
- Miscellaneous: NE 13 Street Storage Facility. The land was still privately owned; the triangle space in front was restricted to a green space. Ms. Omengabar referred Members to memorandum to the City Commission on Page 14 of the back-up which recommended a resolution vacating that space, and an email on Page 12 from the planner confirming that Staff and the owner agreed to restrict use of the 7,000 square foot parcel to parks and open space.

VI. New Business Suggestions

Following discussion on various topics, it was agreed that Ms. Omengebar would include:

- The turn lanes without arrows at the intersection of 13th Street and Andrews Avenue given the number of accidents that had occurred.
- Discussion on projects that would benefit areas West of Andrews Avenue.
- Staff introductions to this Board.
- An update on the buildout of the new CRA space.

VII. Adjournment

There being no further business before the Board, the meeting adjourned at 8:14 PM

Central City Community Redevelopment Agency

Masterplan Consultant and Internal Planning Timeline

Consultant Selection

Through the City’s procurement process, Alta Planning + Design was ranked as the top firm to provide masterplan services for the Central City Area redevelopment initiative to develop a Capital Improvement Master Plan. Alta Planning + Design brings extensive experience in urban planning, community engagement, and sustainable design practices, which are expected to support the successful development of the masterplan. The final contract approval is pending City Commission Approval on July 2, 2026.

Planning Timeline

- Capital improvement master plan workshop was held on 2/22/2024. The advisory board supported staff recommendations. The workshop exercise revealed that the top three project types were roadway lighting, pedestrian pathways/sidewalk and traffic calming.
- On 2/28/2024, an online ranking survey was sent to neighborhood associations mirroring the advisory board exercise gathering feedback on the types of projects the neighbors would like to see accomplished first.

A total of 75 respondents started the survey and only 57 completed it. The data was analyzed using the preferred methodology for ranking. The project types are assigned a numerical value to each ranking: (6) points for top choice, (5) points for second choice, and so forth, down to 1 point for the least choice. Each ranking data is then multiplied by the assigned point value and added to determine the points for each project type. Here are the results that respondents ranked as top priorities.

Top Choice	Project Types	Weighted Ranking
1	Pedestrian pathways and sidewalk	281 points
2	Roadway Lighting	262 points
3	Landscaping	212 points
4	Traffic Calming Improvements	210 points
5	Underground Utilities	201 points
6	Gateway Markers	94 points

- On 3/15/2024, staff submitted a memo (24-001) providing an update from the special workshop, ranking survey results, and locations and needs documentation.

- On 4/3/2024, the advisory board formally recommended pursuing option #2 for the procurement of a masterplan consultant.
- Scoping review, project activity, and procurement timelines were communicated with the CRA advisory board on 8/7/2024.
- The capital improvement master plan scope was shared with the advisory board on 10/2/2024 for review; the scope and final proposal submitted through the procurement process did not change.
- Informed CRA advisory board on 2/5/25 that EVENT 410 was published on January 28, 2025 and closes on March 3, 2025.
- Informed CRA advisory board on 8/6/2025 that Alta Planning was the highest ranked firm, and City in negotiations with the firm.
- Negotiations with procurement were underway and communicated to the CRA advisory board from 9/9/2025 through 11/5/2025.
- Negotiations were completed and pending legal review, as communicated to the CRA advisory board on 12/3/2025 and 2/4/2026. Internal meetings scheduled.
- Staff worked with Procurement to finalize the memorandum and planned to seek approval, as communicated to the CRA advisory board on 3/4/2026.
- Tentative City Commission Contract approval scheduled for April 21, 2026, and was pushed to May 19, 2026. Communicated to the advisory board, HOA presidents and Neighborhood associations. 3/4/2026 – 5/11/2026.
- A meeting was scheduled on 5/20/2026 with CCRAB chair to discuss CIP Master Plan status.
- **A more through detail of status updates and communication regarding initiative dating back as far as 2023 is provided as additional attachments:
 1. CIP Master Plan initiative Historical Timeline Overview
 2. Exhibit A: CIP Activity Overview- Provided at August 7, 2024 CCRAB Meeting
 3. Exhibit B: Procurement General Estimated Timeline: Provided at August 7, 2024 CCRAB Meeting

Communications

Regular communications have been maintained between the CRA, Central City advisory board, and community stakeholders. Updates are communicated via monthly memoranda,

public meetings, and digital channels. Feedback from residents and business owners are actively integrated into the planning process, ensuring transparency and collaboration throughout the project's development.

Recommendations for Moving Forward

- Present the Alta Planning + Design solicitation and proposal to the advisory board on June 10, 2026.

CAPITAL IMPROVEMENT MASTER PLAN INITIATIVE HISTORICAL TIMELINE OVERVIEW				
		DATE	TYPE	DESCRIPTION
STAFF - STAFF	1	Tuesday, January 30, 2024	EMAIL RECEIVED	T&M'S SOUTH MIDDLE RIVER MASTER PLAN 2023 (T&M RECORD, MULTI-YEAR EFFORT)
SMRCA - STAFF	2	Wednesday, January 31, 2024	EMAIL RECEIVED	SMRCA WISH LIST
MRTNA - STAFF	3	Thursday, February 15, 2024	EMAIL RECEIVED	MRTNA WISH LIST
CCRAB & STAFF	4	Thursday, February 22, 2024	WORKSHOP HELD	INFORMATIVE, PREFERENCE GATHERING, EXERCISE TO PRIORITIZE PROJECTS
SMRCA-STAFF	5	Wednesday, February 28, 2024	SMRCA MEETING	SHARED VOTING EXERCISE RANKING PROJECTS – 25 IN ATTENDANCE
STAFF - COMMUNITY	6	February 28, 2024 to March 13, 2024	ONLINE SURVEY	PRIORITIZING PROJECTS AT COMMUNITY LEVEL.
STAFF STATUS UPDATE	7	Friday, March 15, 2024	INTERNAL MEMO	MEMO INFORMING INITIATIVE, SURVEY AND NEXT STEPS
CCRAB & STAFF	8	Wednesday, April 3, 2024	ACTION	CONTINUE DISCUSSION OF WHAT, WHERE, SECURE BUY IN, DATA RESULTS, OPTION SELECTION: OPTION 1) SELECT A PROJECT FROM POOL OF IDEAS, DESIGN, CONSTRUCT. 2) HIRE CONSULTANT, IDENTIFY AND PRIORITIZE PROJECTS. [MOTION MADE BY MR. SMITH, SECONDED BY MR. CATALANO, TO ADOPT OPTION 2, FOR OUR STREETScape STANDARDS TO PROCURE WHAT WE NEED TO PROCEED. MOTION PASSED UNANIMOUSLY.]
CCRAB & STAFF	9	Wednesday, July 24, 2024	ACTION	MOTION MADE BY MS. WRIGHT, TO RECOMMEND ACCEPTING THE BUDGE AS PROPOSED WITH ONE REVISION, WHICH IS TO ALLOCATE \$200,000 FROM INCENTIVES TO OPERATIONS FOR THE STREETScape DESIGN CONSULTANT CONTRACT. IN A VOICE VOTE, MOTION PASSED UNANIMOUSLY. REITERATED WORK IN THE BACKGROUND DEVELOPING SCOPE.
CCRAB & STAFF	10	Wednesday, August 7, 2024	STATUS UPDATE	STAFF WORKING ON SCOPING WITH INTERNAL DEPARTMENTS. PROVIDED CIP ACTIVITY OVERVIEW HISTORY AND PROCUREMENT TIMELINE. See Exhibit A AND B.
CCRAB & STAFF	11	Wednesday, September 4, 2024	STATUS UPDATE	REPORTED SCOPE IS STILL BEING WORKED ON AND TECHNICAL SPECS REVIEW WITH OTHER DEPARTMENTS.
CCRAB & STAFF	12	Wednesday, October 2, 2024	STATUS UPDATE	PROVIDED DRAFT SCOPE, INFORMED OF SCHEDULED MEETING WITH PROCUREMENT ON CORRECT METHOD TO PROCURE SERVICES.
CCRAB & STAFF	13	Wednesday, February 5, 2025	STATUS UPDATE	INFORMED EVENT 410 CAPITAL IMPROVEMENT MASTER PLAN OPENED JANUARY 28, 2025, CLOSES ON MARCH 3, 2025
CCRAB & STAFF	14	Wednesday, March 5, 2025	STATUS UPDATE	INFORMED EVENT 410 CAPITAL IMPROVEMENT MASTER PLAN EXTENDED BY 1 WEEK TO MARCH 10 AS ONLY RECEIVED 1 PROPOSAL.
CCRAB & STAFF	15	Monday, April 21, 2025	STATUS UPDATE	INFORMED 5 PROPOSALS RECEIVED AND SELECTION COMMITTEE SCHEDULED FOR MAY 16, 2025. INCLUDING SUBSEQUENT APPROVAL MEETINGS REQUIRED FROM CRA BOARD OF COMMISSIONERS AND CITY COMMISSION.
CCRAB & STAFF	16	Tuesday, June 16, 2026	STATUS UPDATE	INFORMED SELECTION COMMITTEE MOVED TO JUNE 20, 2025. CRA AND CC APPROVAL MEETING ARE TBD.
CCRAB & STAFF	17	Wednesday, August 6, 2025	STATUS UPDATE	INFORMED SELECTION COMMITTEE RANKED ALTA HIGHEST RANKED FIRM AND CITY IS CURRENTLY IN NEGOTIATIONS WITH THE FIRM.
CCRAB & STAFF	18	Tuesday, September 9, 2025	STATUS UPDATE	INFORMED PROCUREMENT STILL IN NEGOTIATIONS WITH THE FIRM, EXPECTED TO SEEK CITY COMMISSION APPROVAL BY NOVEMBER OR SOONER.
CCRAB & STAFF	19	Wednesday, October 1, 2025	STATUS UPDATE	INFORMED STILL IN NEGOTIATIONS PHASE, WILL MONITOR AND WILL REPORT.
CCRAB & STAFF	20	Wednesday, November 5, 2025	STATUS UPDATE	INFORMED STILL IN NEGOTIATIONS PHASE, WILL MONITOR AND WILL REPORT.
CCRAB & STAFF	21	Wednesday, December 3, 2025	STATUS UPDATE	INFORMED NEGOTIATIONS COMPLETED, PENDING LEGAL REVIEW, TO BE SCHEDULED AT NEAR FUTURE CITY COMMISSION FOR APPROVAL.
CCRAB & STAFF	22	Wednesday, February 4, 2026	STATUS UPDATE	INFORMED IN APPROVAL DOCUMENTATION PHASE FOR COMMISSION APPROVAL.

CCRAB & STAFF	23	Wednesday, March 4, 2026	STATUS UPDATE	INFORMED STILL IN APPROVAL DOCUMENTATION PHASE, PLANNING FOR APRIL 21, 2026 APPROVAL.
STAFF - NEIGHBORHOOD	24	Monday, April 6, 2026	CRA UPDATES LETTER	PROVIDED STATUS UPDATE LETTER TO NEIGHBORHOOD ASSOCIATION PRESIDENTS OF ALL PROJECTS AND PROGRAMS.
CCRAB & STAFF	25	Tuesday, May 5, 2026	STATUS UPDATE	INFORMED ITEM IS SCHEDULED ON MAY 19, 2026 CITY COMMISSION MEETING #26-0422 AND CRA BOARD OF COMMISSIONERS MEETING 26-0319.
STAFF - NEIGHBORHOOD	26	Monday, May 11, 2026	CRA UPDATES LETTER	PROVIDED STATUS UPDATE LETTER TO NEIGHBORHOOD ASSOCIATION PRESIDENTS OF ALL PROJECTS AND PROGRAMS.
APPROVAL DOCUMENTS	27	Tuesday, April 21, 2026	CITY COMMISSION/ CRA	BOTH MOVED TO NEXT MEETING.
APPROVAL DOCUMENTS	28	Tuesday, May 19, 2026	CRA BOARD	APPROVED, INTERLOCAL AGREEMENT, ADDING MASTER PLAN TO THE LIST OF PROJECTS
APPROVAL DOCUMENTS	29	Tuesday, May 19, 2026	CITY COMMISSION	DEFERRED TO NEXT MEETING
CCRAB & STAFF	30	Wednesday, June 10, 2026	DISCUSSION	INFORMING OF CITY CONTRACT RESCHEDULED FOR APPROVAL DATE JULY 2, 2026

EXHIBIT A: PROVIDED AT AUGUST 7, 2024 CCRAB MEETING

CAPITAL IMPROVEMENT PROJECT ACTIVITY OVERVIEW		
09.09.23	CCRAB	Discussed holding a workshop to discuss infrastructure projects
11.01.23	CCRAB	Discussion of potential work programs and fund balance \$2,296,431 \$1.3 toward CIP and remainder to incentives.
01.10.24	CCRAB	Update of January 9, 2024 CC decision to hold off fund balance return to CIP and incentives until discussion with advisory board.
02.07.24	CCRAB	Update on Capital Improvement Plan potential meeting spaces and dates.
02.22.24	CCRAB	Special Workshop: Working Toward Capital Improvement Plan CCRAB recommended support \$1,300,000 toward CIP and \$941,000 for incentives. 4 of 7 CCRAB members, ranked the following top three: roadway lighting, pedestrian pathways/sidewalk, traffic calming.
02.28.24 – 3.14.24		Online Ranking Survey to prioritize potential improvement projects similar to CCRAB exercise sent to neighborhood associations for distribution. 57 online survey respondents and 25 SMRCA exercise participants, ranked top 3 priorities: pedestrian pathways, roadway lighting, and traffic calming.
03.15.24		CRA Memorandum 24-001 – CIP Status Update
04.03.24	CCRAB	Discussed locations in the area where City has planned sidewalks and exiting lighting program. Discussed streets within the area and needs. Discussed 2 options. <u>Option 1</u> : Planning Phase, Design Phase, Construction for each project. <u>Option 2</u> : Streetscape Design Standards, Bid project(s) as funding become available, entire project or in sections. CCRAB motion to support option 2.
05.07.24	CRA	24-0406 Resolution Approving Budget Amendment - Return of Central City Community Redevelopment Agency Fund Balance for Reallocation
	CC	24-0321 Resolution Approving the Consolidated Budget Amendment to Fiscal Year 2024 - Appropriation

EXHIBIT B: PROVIDED AT AUGUST 7, 2024 CCRAB MEETING

PROCUREMENT GENERAL ESTIMATED TIMELINE

The procurement timeline for professional services like public engagement and creating design standards can vary depending on several factors, including the complexity of the project, the specific requirements of the requesting department, and the responsiveness of proposers during the bidding process. Here's a general estimated timeline:

1. **Planning and Preparation (2-3 weeks)**
 - Define project scope, objectives, and deliverables with Project Manager.
 - Draft a request for qualifications (RFQ).
 - Obtain necessary COI requirements, approvals (management and using agency), and budget allocations.
2. **Issuance of RFP/RFQ (3-5 days)**
 - Obtain approvals to publish the RFP/RFQ and distribute it to potential vendors.
 - Determine applicable commodity codes .
3. **Proposal Submission Period (4-6 weeks)**
 - Allow time for vendors to prepare and submit their proposals
 - This period may vary depending on the complexity of the project.
 - May be extended if low/no vendor interest.
4. **Proposal Review and Evaluation Committee Meeting(s) (6-8 weeks)**
 - Form a review committee to evaluate proposals.
 - Assess vendors based on criteria such as experience, qualifications, and cost.
 - Conduct interviews or presentations if needed (2 EC meetings may be required).
 - Select the preferred vendor.
 - Post the NOI for the Public Protest Period.
5. **Selection and Contract Negotiation (8-12 weeks)**
 - Negotiate terms, conditions, and pricing and finalize the contract.
 - Obtain necessary approvals for the contract (including CAM process for Commission Award).

Total Estimated Timeline: Approximately 6-8 months, depending on the complexity of the project and the efficiency of the using agency in responding to questions and Requests for Information during the process.



Event # 492-2

Name: Land Use Plan Amendment - Rebid

Description: The City of Fort Lauderdale, FL (City) is actively seeking qualified, experienced, and licensed Consultant to prepare applications for a Future Land Use Element and a Future Land Use Map Amendment as further described in Section III - Scope of Services. Those firms which are interested in submitting proposals in response to this Request for Proposal (RFP) shall comply with Section IV- Submittal Requirements.

Buyer: HEMMINGS TURNER, PAULETTE

Status: Pending Award

Event Type: RFP

Currency: USD

Sealed Bid: Yes

Respond To All Lines: Yes

Q & A Allowed: Yes

Number Of Amendments: 2

Display Bid Tabulation: Do Not Display

Event Dates

Preview:

Q & A Open: 11/13/2025 05:00:00 PM

Open: 11/12/2025 05:00:00 PM

Q & A Close: 11/21/2025 05:00:00 PM

Close: 12/09/2025 02:00:00 PM

Dispute Close:

Questions

Question	Response Type	Attachment
Did you sign and attach all the required forms?	Yes No	Event 492 Required Forms.pdf
The attached Anti-Human Trafficking Affidavit will be requested by the City from the awarded firm. This is an exhibit only and is not needed as part of your proposal.	Yes No	Anti-Human Trafficking Affidavit.pdf
Did you include a minimum of three references, other than the City, with verifiable names and email contacts?	Yes No	

Attachments

Event # 492-2: Land Use Plan Amendment - Rebid

Name	Attachment
Event 492 Land Use Plan Amendment	Event 492 Land Use Plan Amendment Solicitation.pdf
1. General Conditions - Rev 08-2023.pdf	1. General Conditions - Rev 08-2023.pdf
Addendum 1.pdf	Addendum 1.pdf
Addendum 2.pdf	Addendum 2.pdf

Contacts

Name	Email Address
PAULETTE HEMMINGS TURNER	pturner@fortlauderdale.gov

Comments

Title	Type	Attachment
LUPA Project Scope	Print On Purchase Order	DOC110325-003.pdf

Commodity Codes

Commodity Code	Description
906-57	Land Development and Planning - Architectural
906-64	Planning, Urban (Community, Regional, Area wide, and State)
918-92	Urban Planning Consulting
925-61	Land Development and Planning/Engineering
961-94	Zoning, Land Use Studies

Line Details

Line 1: Task 1 - Research & Define Project Scope

Event # 492-2: Land Use Plan Amendment - Rebid

Description:

Task 1 - Research & Define Project Scope

Item: TASK 1 - RESEARCH & DEFINE PROJE Task 1 - Research & Define Project Scope

Long Item Description: Completed Project Scope

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/07/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 3: Task 2 - Meet with Broward County Planning Council

Description: Task 2 - Meet with Broward County Planning Council

Prepare and Submit Meeting Summary

Item: TASK 2 - MEET WITH BROWARD COUNT Task 2 - Meet with Broward County Planning Council

Long Item Description: Prepare and Submit Meeting Summary

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Event # 492-2: Land Use Plan Amendment - Rebid

Line 4: Task 3 - Presentation to Central City CRA Board (CCRAB)

Description: Task 3 - Presentation to Central City CRA Board (CCRAB)

Submit and Present Proposed Future Land Use Plan to the CCRAB

Item: TASK 3 - PRESENTATION TO CENTRAL Task 3 - Presentation to Central City CRA Board (CCRAB)

Long Item Description: Submit and Present Proposed Future Land Use Plan to the CCRAB

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 5: Task 4 - Meet with City Attorney and Stakeholders

Description: Task 4 - Meet with City Attorney and Stakeholders

Prepare and Submit Meeting Summary for Review

Item: TASK 4 - MEET WITH CITY ATTORNEY Task 4 - Meet with City Attorney and Stakeholders

Long Item Description: Prepare and Submit Meeting Summary for Review

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 6: Task 5 - Prepare Land Use Amendment Report

Description: Task 5 - Prepare Land Use Amendment Report

Prepare and Submit Land Use Amendment Report

Item: TASK 5 - PREPARE LAND USE AMENDM Task 5 - Prepare Land Use Amendment Report

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 7: Task 6 - Create Project Website

Description: Task 6 - Create Project Website

Deliver Website that Meets the City's Standards

Item: TASK 6 - CREATE PROJECT WEBSITE Task 6 - Create Project Website

Long Item Description: Deliver Website that Meets the City's Standards

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Event # 492-2: Land Use Plan Amendment - Rebid

Line 8: Task 7 - Consultant to Present on Draft Future Land Use Elem

Description:

Task 7 - Consultant to Present on Draft Future Land Use Element and Future Land Use Plan Amendment Applications to the Central City Community

Presentation to CCRA B (Up to 4 Meetings)

Item: TASK 7 - CONSULTANT TO PRESENT O Task 7 - Consultant to Present on Draft Future Land Use Elem

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 9: Task 8 - Development Review Committee (DRC) Meetings

Description: Task 8 - Development Review Committee (DRC) Meetings

Attend Development Review Committee (DRC) Meetings

Item: TASK 8 - DEVELOPMENT REVIEW COMM Task 8 - Development Review Committee (DRC) Meetings

Long Item Description: Attend Development Review Committee (DRC) Meetings

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On No

Event # 492-2: Land Use Plan Amendment - Rebid

**Charges
Allowed:**

Line 10: Task 9 - Planning and Zoning Board (PZB) Meeting

Description: Task 9 - Planning and Zoning Board (PZB) Meeting

Attend PZB Meeting

Item: TASK 9 - PLANNING AND ZONING BOA Task 9 - Planning and Zoning Board (PZB) Meeting

**Long Item
Description:** Attend PZB Meeting

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 11: Task 10 - City Commission Conference Meeting Presentation

Description: Task 10 - City Commission Conference Meeting Presentation

Present at City Commission Conference Meeting

Item: TASK 10 - CITY COMMISSION CONFER Task 10 - City Commission Conference Meeting Presentation

**Long Item
Description:** Present at City Commission Conference Meeting

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Event # 492-2: Land Use Plan Amendment - Rebid

Response:

Allowed:

Responses:

Add On No
Charges
Allowed:

Line 12: Task 12 - City Commission Transmittal Hearing - First Readin

Description: Task 12 - City Commission Transmittal Hearing - First Reading

Presentation to City Commission

Item: TASK 12 - CITY COMMISSION TRANSM Task 12 - City Commission Transmittal Hearing - First Readin

Long Item Presentation to City Commission
Description:

Commodity 906-57 Land Development and Planning - Architectural
Code:

Quantity: 1.0000 **Unit of** LS
Measure:

Requested 05/03/2027
Delivery
Date:

Require Yes
Response:

Price Breaks No
Allowed:

Allow Alternate No
Responses:

Add On No
Charges
Allowed:

Line 13: Task 13 - Transmit Future Land Use Element and Future Land U

Description: Task 13 - Transmit Future Land Use Element and Future Land Use Map Amendment to the FloridaCommerce

Prepare Transmittal Package and Submit to FloridaCommerce and Agencies that Review Comprehensive Plan Amendments

Item: TASK 13 - TRANSMIT FUTURE LAND U Task 13 - Transmit Future Land Use Element and Future Land U

Long Item Prepare Transmittal Package and Submit to FloridaCommerce and Agencies that Review Comprehensive Plan
Description: Amendments

Commodity 906-57 Land Development and Planning - Architectural
Code:

Quantity: 1.0000 **Unit of** LS
Measure:

Requested 05/03/2027
Delivery
Date:

Event # 492-2: Land Use Plan Amendment - Rebid

Date:

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 14: Task 14 - Broward County Planning Council (BCPC) Submittal a

Description: Task 14 - Broward County Planning Council (BCPC) Submittal and Request Conditional Recertification

Submittal to Broward County Planning Council

Item: TASK 14 - BROWARD COUNTY PLANNIN Task 14 - Broward County Planning Council (BCPC) Submittal a

Long Item Description: Submittal to Broward County Planning Council

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 15: Task 15 - Address BCPC Comments

Description: Task 15 - Address BCPC Comments

Revised land use plan amendment report and prepare memo on how BCPC Comments have been addressed.

Item: TASK 15 - ADDRESS BCPC COMMENTS Task 15 - Address BCPC Comments

Long Item Description: Revised land use plan amendment report and prepare memo on how BCPC Comments have been addressed.

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Event # 492-2: Land Use Plan Amendment - Rebid

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 16: Task 16 - BCPC Hearing

Description: Task 16 - BCPC Hearing

Present Land Use Plan Amendment and Answer Questions at BCPC Meeting

Item: TASK 16 - BCPC HEARING Task 16 - BCPC Hearing

Long Item Description: Present Land Use Plan Amendment and Answer Questions at BCPC Meeting

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 17: Task 17 - County Commission - Approval of Notice to Advertis

Description: Task 17 - County Commission - Approval of Notice to Advertise LUPA

Item: TASK 17 - COUNTY COMMISSION - AP Task 17 - County Commission - Approval of Notice to Advertis

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Event # 492-2: Land Use Plan Amendment - Rebid

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 18: Task 18 - County Commission Transmittal Hearing

Description: Task 18 - County Commission Transmittal Hearing

Present Land Use Plan Amendment and Answer Questions at BCPC Hearing

Item: TASK 18 - COUNTY COMMISSION TRAN Task 18 - County Commission Transmittal Hearing

Long Item Description: Present Land Use Plan Amendment and Answer Questions at BCPC Hearing

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 19: Task 19 - Address FloridaCommerce Comments Issued on City an

Description: Task 19 - Address FloridaCommerce Comments Issued on City and County Transmittals

Adjust Amendment Language and Prepare Memorandum on How FloridaCommerce Comments were Addressed.

Item: TASK 19 - ADDRESS FLORIDACOMMERC Task 19 - Address FloridaCommerce Comments Issued on City an

Long Item Description: Adjust Amendment Language and Prepare Memorandum on How FloridaCommerce Comments were Addressed.

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Event # 492-2: Land Use Plan Amendment - Rebid

Delivery Date:

Require Response: Yes

Add On Charges Allowed: No

Price Breaks Allowed: No

Allow Alternate Responses: No

Line 20: Task 20 - County Commission Adoption Hearing - Second Reading

Description: Task 20 - County Commission Adoption Hearing - Second Reading

Attend County Commission Hearing and Answer Questions

Item: TASK 20 - COUNTY COMMISSION ADOP Task 20 - County Commission Adoption Hearing - Second Reading

Long Item Description: Attend County Commission Hearing and Answer Questions

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 21: Task 21 - City Commission Adoption Hearing - Second Reading

Description: Task 21 - City Commission Adoption Hearing - Second Reading

Attend City Commission Adoption Hearing and Answer Questions

Item: TASK 21 - CITY COMMISSION ADOPTI Task 21 - City Commission Adoption Hearing - Second Reading

Long Item Description: Attend City Commission Adoption Hearing and Answer Questions

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Event # 492-2: Land Use Plan Amendment - Rebid

Measure:

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 22: Task 22 - Prepare Transmittal of Adopted Amendments to DEO

Description: Task 22 - Prepare Transmittal of Adopted Amendments to DEO

Prepare Transmittal Package and Submit to FloridaCommerce and Agencies that Review Comprehensive Plan Amendments

Item: TASK 22 - PREPARE TRANSMITTAL OF Task 22 - Prepare Transmittal of Adopted Amendments to DEO

Long Item Description: Prepare Transmittal Package and Submit to FloridaCommerce and Agencies that Review Comprehensive Plan Amendments

Commodity Code: 906-57 Land Development and Planning - Architectural

Quantity: 1.0000 **Unit of Measure:** LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Line 23: Task 23 - Request BCPC to Finalize Recertification of the Fu

Description: Task 23 - Request BCPC to Finalize Recertification of the Future Land Use Element and Future Land Use Map.

Prepare Request to Finalize Recertification of the Future Land Use Map Element and Future Land Use Map.

Item: TASK 23 - REQUEST BCPC TO FINALI Task 23 - Request BCPC to Finalize Recertification of the Fu

Long Item Description: Prepare Request to Finalize Recertification of the Future Land Use Map Element and Future Land Use Map.

Commodity Code: 906-57 Land Development and Planning - Architectural

Event # 492-2: Land Use Plan Amendment - Rebid

Code:

Quantity: 1.0000

Unit of Measure: LS

Requested Delivery Date: 05/03/2027

Require Response: Yes

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

SECTION I – INTRODUCTION AND INFORMATION

1.1 Purpose

The City of Fort Lauderdale, FL (City) is actively seeking qualified, experienced, and Licensed/Certified Consultant to prepare applications for a Future Land Use element and a future Land Use Map Amendment for the City, in accordance with the terms, conditions, and specifications contained in this Request for Proposals (RFP).

1.2 Point of Contact

For information concerning procedures for responding to this solicitation, contact Procurement Specialist Paulette Hemmings Turner at (954) 828-5139 or email at PTurner@fortlauderdale.gov. Such contact shall be for clarification purposes only.

For information concerning technical specifications, please utilize the question / answer feature provided by the [City's on-line strategic sourcing platform](#). Questions of a material nature must be received prior to the cut-off date specified in the RFP Schedule. Material changes, if any, to the scope of services or bidding procedures will only be transmitted by written addendum. Contractors please note: Proposals shall be submitted as stated in PART IV – Submittal Requirements. No part of your proposal can be submitted via FAX. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the Contractor has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire proposal must be submitted in accordance with all specifications contained in this solicitation. The questions and answers submitted in the [City's on-line strategic sourcing platform](#) shall become part of any contract that is created from this RFP.

1.3 Pre-proposal Conference and Site Visit

There will not be a pre- bid/proposal conference or site visit for this Request for Proposal.

It will be the sole responsibility of the Contractor to become familiar with the scope of the City's requirements and systems prior to submitting a proposal. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the Proposer has familiarized themselves with the nature and extent of the work, equipment, materials, and labor required.

1.4 CITY'S ON-LINE STRATEGIC SOURCING PLATFORM

The City of Fort Lauderdale uses the City's on-line strategic sourcing platform to administer the competitive solicitation process, including but not limited to soliciting proposals, issuing addenda, posting results and issuing notification of an intended decision. There is no charge to register and download the RFP from the City's on-line strategic sourcing platform. Proposers are strongly encouraged to read the supplier tutorials available in the [City's on-line strategic sourcing platform](#) well in advance of their intention of submitting a proposal to ensure familiarity with the use of the City's on-line strategic sourcing platform. The City shall not be responsible for a Proposers inability to submit a Proposal by the end date and time for any reason, including issues arising from the use of the City's on-line strategic sourcing platform.

It is the sole responsibility of the Proposer to ensure that their proposal is submitted electronically through the City's on-line strategic sourcing platform no later than the time and date specified in this solicitation. PAPER PROPOSAL SUBMITTALS WILL NOT BE ACCEPTED.

PROPOSALS MUST BE SUBMITTED ELECTRONICALLY VIA the [City's on-line strategic sourcing platform](#).

1.5 Electronic Bid Openings/Proposal Closings

Please be advised that effective immediately, and until further notice, all Invitation to Bids, Request for Proposals, Request for Qualifications, and other solicitations led by the City of Fort Lauderdale will be opened electronically via the [City's on-line strategic sourcing platform](#) at the date and time indicated on the solicitation. All openings will be held on the City's on-line strategic sourcing platform.

Anyone requesting assistance or having further inquiry in this matter must contact the Procurement Specialist indicated on the solicitation, via the Question-and-Answer forum on the City's on-line strategic sourcing platform before the Last Day for Questions indicated in the Solicitation.

END OF SECTION

SECTION II - SPECIAL TERMS AND CONDITIONS

2.1 General Conditions

RFP General Conditions (Form G-107, Rev. 08/23) are included and made a part of this RFP.

2.2 Addenda, Changes, and Interpretations

It is the sole responsibility of each firm to notify the Buyer utilizing the question / answer feature provided by the [City's on-line strategic sourcing platform](#) and request modification or clarification of any ambiguity, conflict, discrepancy, omission, or other error discovered in this competitive solicitation. Requests for clarification, modification, interpretation, or changes must be received prior to the Question and Answer (Q & A) Deadline. Requests received after this date may not be addressed. Questions and requests for information that would not materially affect the scope of services to be performed or the solicitation process will be answered within the question / answer feature provided by the City's on-line strategic sourcing platform and shall be for clarification purposes only. Material changes, if any, to the scope of services or the solicitation process will only be transmitted by official written addendum issued by the City and uploaded to the City's on-line strategic sourcing platform as a separate addendum to the RFP. Under no circumstances shall an oral explanation given by any City official, officer, staff, or agent be binding upon the City and should be disregarded. All addenda are a part of the competitive solicitation documents, and each firm will be bound by such addenda. It is the responsibility of each to read and comprehend all addenda issued.

2.3 Changes and Alterations

Proposer may change or withdraw a Proposal at any time prior to Proposal submission deadline; however, no oral modifications will be allowed. Modifications shall not be allowed following the Proposal deadline.

2.4 Proposer's Costs

The City shall not be liable for any costs incurred by Proposers in responding to this RFP.

2.5 Pricing/Delivery

All pricing should be identified on the Cost Proposal page provided in this RFP. No additional costs may be accepted, other than the costs stated on the Cost Proposal page. Failure to use the City's Cost Proposal page and provide costs as requested in this RFP may deem your proposal non-responsive.

2.6 Price Validity

Prices provided in this Request for Proposals (RFP) shall be valid for at least One Hundred and Twenty (120) days from time of RFP opening unless otherwise extended and agreed upon by the City and Bidder/Proposer. The City shall award contract within this time period or shall request to the recommended awarded vendor an extension to hold pricing, until products/services have been awarded.

2.7 Invoices/Payment

The City will accept invoices no more frequently than once per month. Each invoice shall fully detail the related costs and shall specify the status of the particular task or project as of the date of the invoice with regard to the accepted schedule for that task or project. Payment will be made within forty-five (45) days after receipt of an invoice acceptable to the City, in accordance with the Florida Local Government Prompt Payment Act. If, at any time during the contract, the City shall not approve or accept the Contractor's work product, and agreement cannot be reached between the City and the Contractor to resolve the problem to the City's

satisfaction, the City shall negotiate with the Contractor on a payment for the work completed and usable to the City.

This negotiated payment shall be based on the overall task or project breakdown, relative to the projected number of hours for each task element, and the percentage of work completed.

2.8 Related Expenses/Travel Expenses

All costs including travel are to be included in your bid. The City will not accept any additional costs.

2.9 Payment Method

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to payment by credit card via MasterCard or Visa. This allows you as a vendor of the City of Fort Lauderdale to receive your payment fast and safely. No more waiting for checks to be printed and mailed. Payments will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, firms must presently have the ability to accept credit card payment or take whatever steps necessary to implement acceptance of a credit card before the commencement of a contract. See Contract Payment Method form attached.

2.10 Mistakes

The proposer shall examine this RFP carefully. The submission of a Proposal shall be prima facie evidence that the consultant 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 consultant from liability and obligations under the Contract.

2.11 Acceptance of Proposals / Minor Irregularities

2.11.1 The City reserves the right to accept or reject any or all proposals, part of proposals, and to waive minor irregularities or variances to specifications contained in proposals which do not make the proposal 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 respondent an advantage or benefit not enjoyed by other respondents, does not adversely impact the interests of other firms, or does not affect the fundamental fairness of the solicitation process. The City also reserves the right to reissue a Request for Proposal.

2.11.2 The City reserves the right to disqualify 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.

2.12 Modification of Services

2.12.1 While this contract is for services provided to the department referenced in this RFP, the City may require similar work for other City departments. Successful Proposer agrees to take on such work unless such work would not be considered reasonable or become an undue burden to the Successful Proposer.

2.12.2 The City reserves the right to delete any portion of the work at any time without cause, and if such right is exercised by the City, the total fee shall be reduced in the same ratio as the estimated cost of the work deleted bears to the estimated cost of the work originally planned. If work has already been accomplished and approved by the City

on any portion of a contract resulting from this RFP, the Successful Proposer shall be paid for the work completed on the basis of the estimated percentage of completion of such portion to the total project cost.

2.12.3 The City may require additional items or services of a similar nature, but not specifically listed in the contract. The Successful Proposer agrees to provide such items or services and shall provide the City prices on such additional items or services. If the price(s) offered are not acceptable to the City, and the situation cannot be resolved to the satisfaction of the City, the City reserves the right to procure those items or services from other vendors, or to cancel the contract upon giving the Successful Proposer thirty (30) days written notice.

2.12.4 If the Successful Proposer and the City agree on modifications or revisions to the task elements, after the City has approved work to begin on a particular task or project, and a budget has been established for that task or project, the Successful Proposer will submit a revised budget to the City for approval prior to proceeding with the work.

2.13 Non-Exclusive Contract

Proposer agrees and understands that the contract shall not be construed as an exclusive arrangement and further agrees that the City may, at any time, secure similar or identical services from another vendor at the City's sole option.

2.14 Sample Contract Agreement

A sample of the contract which may be required to be executed by the awarded vendor can be found in [Attachment 1](#).

2.15 Responsiveness

In order to be considered responsive to the solicitation, the firm's proposal shall fully conform in all material respects to the solicitation and all its requirements, including all form and substance.

2.16 Responsibility

In order to be considered as a responsible firm, firm shall be fully capable to meet all of the requirements of the solicitation and subsequent contract, must possess the full capability, including financial and technical, to perform as contractually required, and must be able to fully document the ability to provide good faith performance.

2.17 Minimum Qualifications

Proposers shall be in the business of providing Urban Planning Services for at least five (5) years and should include specialists pertinent to this RFP including Transportation Planning, and Geographic Information System (GIS) capabilities. The proposer must possess sufficient financial support, equipment, and organization to ensure that it can satisfactorily perform the services if awarded a Contract. Proposers must demonstrate that they, or the key staff assigned to the project, have successfully provided services with similar magnitude to those specified in the scope of services to at least one entity similar in size and complexity to the City of Fort Lauderdale or can demonstrate they have the experience with large scale private sector clients and the managerial and financial ability to successfully perform the work.

Proposers shall satisfy each of the following requirements cited below. Failure to do so may result in the proposal being deemed non-responsive.

2.17.1 Proposer or principals shall have relevant experience in providing Urban Planning Services.

Project manager assigned to the work must be AICP Certified and have at least Five (5) years' experience in Urban Planning and must have served as project manager on similar projects as indicated in the scope of work.

2.17.2 Before awarding a contract, the City reserves the right to require that a Proposer submit such evidence of qualifications as the City may deem necessary. Further, the City may consider any evidence of the financial, technical, and other qualifications and abilities of a firm or principals, including previous experiences of same with the City and performance evaluation for services, in making the award in the best interest of the City.

2.17.3 Firm or principals shall have no record of judgments, pending lawsuits against the City or criminal activities involving moral turpitude and not have any conflicts of interest that have not been waived by the City Commission.

2.17.4 Neither firm nor any principal, officer, or stockholder shall be in arrears or in default of any debt or contract involving the City, (as a party to a contract, or otherwise); nor have failed to perform faithfully on any previous contract with the City.

2.18 Lobbying Activities

ALL CONTRACTORS PLEASE NOTE: Any contractor submitting a response to this solicitation must comply, if applicable, with [City of Fort Lauderdale Ordinance No. C-11-42](#), and [Resolution No. 07-101, Lobbying Activities](#). Copies of Ordinance No. C-11-42 and Resolution No. 07-101 may be obtained from the City Clerk's Office, located at 1 East Broward Boulevard, Suite 444, Fort Lauderdale, Florida 33301.

2.19 Local Business Preference

2.19.1 Section 2-186, Code of Ordinances of the City of Fort Lauderdale, provides for a local business preference. In order to be considered for a local business preference, a Proposer must include the Local Business Preference Certification Statement of this RFP, as applicable to the local business preference class claimed at the time of Proposal submittal:

2.19.2 Upon formal request of the City, based on the application of a Local Business Preference the Proposer shall within ten (10) calendar days submit the following documentation to the Local Business Preference Class claimed:

- a. Copy of City of Fort Lauderdale current year business tax receipt, or Broward County current year business tax receipt, and
- b. List of the names of all employees of the Proposer and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

2.19.3 Failure to comply at time of Proposal submittal shall result in the Proposer being found ineligible for the local business preference.

2.19.4 The complete local business preference ordinance may be found on the City's web site: [Click Here](#)

2.19.5 Definitions

- a. The term "Class A business" shall mean any business that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and shall maintain a staffing level for the proposed work of at least fifty percent (50%) who are residents of the City of Fort Lauderdale.
- b. The term "Class B business" shall mean any business that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, or shall maintain a staffing level for the proposed work of at least fifty percent (50%) who are residents of the City of Fort Lauderdale.
- c. The term "Class C business" shall mean any business that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of Broward County.
- d. The term "Class D business" shall mean any business that does not qualify as a Class A, Class B, or Class C business.

2.20 Disadvantaged Business Enterprise Preference

2.20.1 Section 2-185, Code of Ordinances of the City of Fort Lauderdale, provides for a disadvantaged business preference. In order to be considered for a disadvantaged business preference, a Proposer must include a certification from a government agency, as applicable to the disadvantaged business preference class claimed at the time of Bid/Proposal submittal:

2.20.2 Upon formal request of the City, based on the application of a Disadvantaged Business Preference the Proposer shall within ten (10) calendar days submit the following documentation to the Disadvantaged Business Enterprise Preference Class claimed:

- a. Copy of City of Fort Lauderdale current year business tax receipt, or the Tri-County (Broward, Dade, West Palm Beach) current year business tax receipt, or proof of active Sunbiz status and
- b. List of the names of all employees of the Proposer and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or the Tri-County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

2.20.3 Failure to comply at time of Proposal submittal shall result in the Proposer being found ineligible for the Disadvantaged Business Enterprise Preference business preference.

2.20.4 The complete disadvantaged business preference ordinance may be found on the City's web site: [Click Here](#)

2.20.5 Definitions

- a. The term "Disadvantaged Class 1 Enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and provides supporting documentation of

its City of Fort Lauderdale business tax and disadvantaged certification as established in the city's Procurement Manual.

- b. The term "Disadvantaged Class 2 Enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business within the limits of the city with full-time employees and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the city's Procurement Manual.
- c. The term "Disadvantaged Class 3 Enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the Tri-County area and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- d. The term "Disadvantaged Class 4 Enterprise" shall mean any disadvantaged business enterprise that does not qualify as a Class 1, Class 2, or Class 3 business, but is located in the State of Florida and provides supporting documentation of its disadvantaged certification as established in the City's Procurement Manual.

2.21 Protest Procedure

2.21.1 Any Proposer who is not recommended for award of a contract and who alleges a failure by the city to follow the city's procurement ordinance or any applicable law, may follow the protest procedure as found in the city's procurement ordinance within five (5) days after a notice of intent to award is posted on the city's web site at the following link: [Click Here](#)

2.21.2 The complete protest ordinance may be found on the city's web site at the following link: [Click Here](#)

2.22 Public Entity Crimes

Contractor represents that the execution of this Agreement will not violate the Public Entity Crime Act, Section 287.133, Florida Statutes (2025), as may be amended or revised, which essentially provides that a person or affiliate who is a contractor, consultant, or other provider and who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to City, may not submit a bid on a contract with City for the construction or repair of a public building or public work, may not submit bids on leases of real property to City, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under an Agreement with City, and may not transact any business with City in excess of the threshold amount provided in Section 287.017, Florida Statutes (2025), as may be amended or revised, for category two purchases for a period of 36 months from the date of being placed on the convicted vendor list. Violation of this Section shall result in termination of this Agreement and recovery of all monies paid by City pursuant to this Agreement and may result in debarment from City's competitive procurement activities.

2.23 Subcontractors

2.23.1 If the Contractor proposes to use subcontractors in the course of providing these services to the City, this information shall be a part of the bid/proposal response. Such

information shall be subject to review, acceptance, and approval of the City, prior to any contract award. The City reserves the right to approve or disapprove of any subcontractor candidate in its best interest and to require Contractor to replace subcontractor with one that meets City approval.

2.23.2 Contractor shall ensure that all of Contractor's subcontractors perform in accordance with the terms and conditions of this Contract. Contractor shall be fully responsible for all of Contractor's subcontractors' performance, and liable for any of Contractor's subcontractors' non-performance and all of Contractor's subcontractors' acts and omissions. Contractor shall defend, at Contractor's expense, counsel being subject to the City's approval or disapproval, and indemnify and hold harmless the City and the City's officers, employees, and agents from and against any claim, lawsuit, third-party action, or judgment, including any award of attorney fees and any award of costs, by or in favor of any Contractor's subcontractors for payment for work performed for the City.

2.23.3 Contractor shall require all its subcontractors to provide the required insurance coverage as well as any other coverage that the contractor may consider necessary, and any deficiency in the coverage or policy limits of said subcontractors will be the sole responsibility of the contractor.

2.24 Proposal Security - N/A

2.25 Insurance Requirements

2.25.1 As a condition precedent to the effectiveness of this Agreement, during the term of this Agreement and during any renewal or extension term of this Agreement, Consultant shall, at its sole expense, provide insurance of such types and with such terms and limits as noted below. Providing proof of and maintaining adequate insurance coverage are material obligations of Consultant. Consultant shall provide the City a certificate of insurance evidencing such coverage. Consultant's insurance coverage shall be primary insurance for all applicable policies, in respect to the City's interests for this Agreement. The limits of coverage under each policy maintained by Consultant shall not be interpreted as limiting Consultant's liability and obligations under this Agreement. All insurance policies shall be through insurers authorized or eligible to write policies in the State of Florida and possess an A.M. Best rating of A-, VII or better, subject to approval by the City's Risk Manager.

2.25.2 The coverages, limits, and endorsements required herein protect the interests of the City, and these coverages, limits, and/or endorsements shall in no way be relied upon by the Consultant for assessing the extent or determining appropriate types and limits of coverage to protect the Consultant against any loss exposures, whether as a result of this Agreement or otherwise. The requirements contained herein, as well as the City's review or acknowledgement, are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by the Consultant under this Agreement.

2.25.3 The following insurance policies and coverages are required:

Commercial General Liability

Coverage must be afforded under a Commercial General Liability policy with limits not less than:

- \$1,000,000 each occurrence and \$2,000,000 aggregate for Bodily Injury, Property Damage, and Personal and Advertising Injury

- \$1,000,000 each occurrence and \$2,000,000 aggregate for Products and Completed Operations

Policy must include coverage for contractual liability and independent contractors.

Policy must include coverage for contractual liability and independent contractors.

The City, a Florida municipality, its officials, employees, and volunteers are to be included as an additional insured with a CG 20 26 04 13 Additional Insured – Designated Person or Organization Endorsement or similar endorsement providing equal or broader Additional Insured Coverage with respect to liability arising out of activities performed by or on behalf of Consultant. The coverage shall contain no special limitation on the scope of protection afforded to the City, its officials, employees, and volunteers.

Professional Liability

Coverage must be afforded for Wrongful Acts in an amount not less than \$1,000,000 each claim and \$2,000,000 aggregate.

Consultant must keep the professional liability insurance in force until the third anniversary of expiration or early termination of this Agreement or the third anniversary of acceptance of work by the City, whichever is longer, which obligation shall survive expiration or early termination of this Agreement.

Business Automobile Liability

Proof of coverage must be provided for all Owned, Hired, Scheduled, and Non-Owned vehicles for Bodily Injury and Property Damage in an amount not less than the State of Florida required minimums unless a different amount is required by City Ordinance(s).

If Consultant does not own vehicles, Consultant shall maintain coverage for Hired and Non- Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Workers' Compensation and Employer's Liability

Coverage must be afforded per Chapter 440, Florida Statutes. Any person or entity performing work for or on behalf of the City must provide Workers' Compensation insurance. Exceptions and exemptions will be allowed by the City's Risk Manager, if they are in accordance with Florida Statute.

Consultant waives, and Consultant shall ensure that Consultant's insurance carrier waives, all subrogation rights against the City, its officials, employees, and volunteers for all losses or damages. The City requires the policy to be endorsed with WC 00 03 13 Waiver of our Right to Recover from Others or equivalent.

Consultant must be in compliance with all applicable State and federal workers' compensation laws.

Insurance Certificate Requirements

- a) Consultant shall provide the City with valid Certificates of Insurance (binders are unacceptable) no later than ten (10) days prior to the start of work contemplated in this Agreement.

- b) Consultant shall provide to the City a Certificate of Insurance having a thirty (30) day notice of cancellation; ten (10) days' notice if cancellation is for nonpayment of premium.
- c) In the event that the insurer is unable to accommodate the cancellation notice requirement, it shall be the responsibility of Consultant to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested, and addressed to the certificate holder.
- d) In the event the Agreement term or any surviving obligation of Consultant following expiration or early termination of the Agreement goes beyond the expiration date of the insurance policy, Consultant shall provide the City with an updated Certificate of Insurance no later than ten (10) days prior to the expiration of the insurance currently in effect. The City reserves the right to suspend the Agreement until this requirement is met.
- e) The Certificate of Insurance shall indicate whether coverage is provided under a claims-made or occurrence form. If any coverage is provided on a claims-made form, the Certificate of Insurance must show a retroactive date, which shall be the effective date of the initial contract or prior.
- f) The City shall be included as an Additional Insured on all liability policies, with the exception of Workers' Compensation and Professional Liability.
- g) The City shall be granted a Waiver of Subrogation on Consultant's Workers' Compensation insurance policy.
- h) The title of the Agreement, Bid/Contract number, or other identifying reference must be listed on the Certificate of Insurance.

The Certificate Holder should read as follows:

City of Fort Lauderdale
401 SE 21st Street
Fort Lauderdale, FL 33316

Consultant has the sole responsibility for all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the application of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for including the City as an Additional Insured shall be at Consultant's expense.

If Consultant's primary insurance policy/policies do not meet the minimum requirements as set forth in this Agreement, Consultant may provide evidence of an Umbrella/Excess insurance policy to comply with this requirement.

Consultant's insurance coverage shall be primary insurance in respect to the City's interests for this Agreement, its officials, employees, and volunteers. Any insurance or self-insurance maintained by the City shall be non-contributory.

Any exclusion or provision in any insurance policy maintained by Consultant that excludes coverage required in this Agreement shall be deemed unacceptable and shall be considered breach of contract.

All required insurance policies must be maintained until the Agreement work has been accepted by the City, or until this Agreement is terminated, whichever is later. Any lapse in coverage may be considered breach of contract. In addition, Consultant must provide to the City confirmation of coverage renewal via an updated certificate of insurance should any

policies expire prior to the expiration of this Agreement. The City reserves the right to review, at any time, coverage forms and limits of Consultant's insurance policies.

Consultant shall provide notice of any and all claims, accidents, and any other occurrences associated with this Agreement to Consultant's insurance company or companies and the City's Risk Management office as soon as practical.

It is Consultant's responsibility to ensure that any and all of Consultant's independent contractors and subcontractors comply with these insurance requirements. All coverages for independent contractors and subcontractors shall be subject to all of the applicable requirements stated herein. Any and all deficiencies are the responsibility of Consultant. The City reserves the right to adjust insurance limits from time to time at its discretion with notice to Consultant.

2.25.4 The Contractor has the sole responsibility for all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the operation of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for adding the City as an Additional Insured shall be at the Contractor's expense.

2.25.5 If the Contractor's primary insurance policy/policies do not meet the minimum requirements, as set forth in this Agreement, the Contractor may provide evidence of an Umbrella/Excess insurance policy to comply with this requirement.

2.25.6 The Contractor's insurance coverage shall be primary insurance as respects to the City, a Florida municipal corporation, its officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, a Florida municipal corporation, its officials, employees, or volunteers shall be non-contributory.

2.25.7 Any exclusion or provision in any insurance policy maintained by the Contractor that excludes coverage required in this Agreement shall be deemed unacceptable and shall be considered breach of contract.

2.25.8 All required insurance policies must be maintained until the contract work has been accepted by the City, or until this Agreement is terminated, whichever is later. Any lapse in coverage shall be considered breach of contract. In addition, Contractor must provide to the City confirmation of coverage renewal via an updated certificate should any policies expire prior to the expiration of this Agreement. The City reserves the right to review, at any time, coverage forms and limits of Contractor's insurance policies.

2.25.9 The Contractor shall provide notice of any and all claims, accidents, and any other occurrences associated with this Agreement shall be provided to the Contractor's insurance company or companies and the City's Risk Management office as soon as practical.

2.25.10 It is the Contractor's responsibility to ensure that any and all of the Contractor's independent contractors and subcontractors comply with these insurance requirements. All coverages for independent contractors and subcontractors shall be subject to all of the applicable requirements stated herein. Any and all deficiencies are the responsibility of the Contractor.

2.26 Award of Contract

A Contract (the "Agreement") may be awarded by the City Commission. The City reserves the right to execute or not execute, as applicable, a contract with the Proposer(s) that is determined to be in the City's best interests. The City reserves the right to award a contract to more than one Proposer, at the sole and absolute discretion of the City.

2.27 Unauthorized Work

The Successful Proposer(s) shall not begin work until a Contract has been awarded by the City Commission 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 Successful Proposer(s) following Commission award; however, receipt of a purchase order and/or task order shall not prevent the Successful Proposer(s) from commencing the work once the City Commission has awarded the contract and notice to proceed is issued.

2.28 Damage to Public or Private Property

Extreme care shall be taken to safeguard all existing facilities, site amenities, irrigation systems, vehicles, etc. on or around the job site. Damage to public and/or private property shall be the responsibility of the Contractor and shall be repaired and/or replaced at no additional cost to the City.

2.29 Safety

The Contractor(s) shall adhere to the Florida Department of Transportation's Uniform manual on Traffic Control for construction and maintenance work zones when working on or near a roadway. It will be the sole responsibility of the Contractor to make themselves and their employees fully aware of these provisions, especially those applicable to safety.

2.30 Uncontrollable Circumstances ("Force Majeure")

The City and Contractor will be excused from the performance of their respective obligations under this agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, riot, civil commotion, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance, provided that:

2.30.1 The non-performing party gives the other party prompt written notice describing the particulars of the Force Majeure including, but not limited to, the nature of the occurrence and its expected duration, and continues to furnish timely reports with respect thereto during the period of the Force Majeure;

2.30.2 The excuse of performance is of no greater scope and of no longer duration than is required by the Force Majeure;

2.30.3 No obligations of either party that arose before the Force Majeure causing the excuse of performance are excused as a result of the Force Majeure; and

2.30.4 The non-performing party uses its best efforts to remedy its inability to perform. Notwithstanding the above, performance shall not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, the City may excuse performance for a longer term. Economic hardship of the Contractor will not constitute Force Majeure. The term of the agreement shall be extended by a period equal to that during which either party's performance is suspended under this Section.

2.31 Canadian Companies

In the event Contractor is a corporation organized under the laws of any province of Canada or is a Canadian federal corporation, the City may enforce in the United States of America or in Canada or in both countries a judgment entered against the Contractor. The Contractor waives any and all defenses to the City’s enforcement in Canada, of a judgment entered by a court in the United States of America. All monetary amounts set forth in this Contract are in United States dollars.

2.32 News Releases/Publicity

News releases, publicity releases, or advertisements relating to this contract, or the tasks or projects associated with the project shall not be done without prior City approval.

2.33 Manufacturer/Brand/Model Specific Request

This is a manufacturer/brand/model specification. No substitutions will be allowed.

2.34 Contract Period

The initial contract term shall commence upon final execution of the contract by the City and shall expire **3 years** from that date or the day after the current contract expires, whichever is later. The City reserves the right to extend the contract for additional **1 year** term providing all terms, conditions and specifications remain the same, both parties agree to the extension, and such extension is approved by the City.

In the event services are scheduled to end because of the expiration of this contract, the Contractor shall continue the service upon the request of the City as authorized by the awarding authority. The extension period shall not extend for more than **360 days** beyond the expiration date of the existing contract. The Contractor shall be compensated for the service at the rate in effect when this extension clause is invoked by the City.

2.35 Cost Adjustments – N/A

2.36 Service Test Period – N/A

2.37 Contract Coordinator

The City may designate a Contract Coordinator whose principal duties shall be:

- Liaison with Contractor.
- Coordinate and approve all work under the contract.
- Resolve any disputes.
- Assure consistency and quality of Contractor's performance.
- Schedule and conduct Contractor performance evaluations and document findings.
- Review and approve for payment all invoices for work performed or items delivered.

2.38 Contractor Performance Reviews and Ratings

The City Contract Coordinator may develop a Contractor performance evaluation report. This report shall be used to periodically review and rate the Contractor's performance under the contract with performance rating as follows:

Excellent	Far exceeds requirements.
Good	Exceeds requirements

Fair	Just meets requirements.
Poor	Does not meet all requirements, and contractor is subject to penalty provisions under the contract.
Non-compliance	Either continued poor performance after notice or a performance level that does not meet a significant portion of the requirements. This rating makes the Contractor subject to the default or cancellation for cause provisions of the contract.

The report shall also list all discrepancies found during the review period. The Contractor shall be provided with a copy of the report and may respond in writing if he takes exception to the report or wishes to comment on the report. Contractor performance reviews and subsequent reports will be used in determining the suitability of contract extension.

2.39 Substitution of Personnel

It is the intention of the City that the Contractor's personnel proposed for the contract will be available for the contract term. In the event the Contractor wishes to substitute personnel, he shall propose personnel of equal or higher qualifications and all replacement personnel are subject to City approval. In the event substitute personnel are not satisfactory to the City and the matter cannot be resolved to the satisfaction of the City, the City reserves the right to cancel the Contract for cause. See Section 5.09 General Conditions.

2.40 Ownership of Work

The City shall have full ownership and the right to copyright, otherwise limit, reproduce, modify, sell, or use all the work or product produced under this contract without payment of any royalties or fees to the Contractor above the agreed hourly rates and related costs.

2.41 Condition of Trade-In Equipment - NA

2.42 Conditions of Trade-In Shipment and Purchase Payment - NA

2.43 Verification of Employment Status

Any Contractor/Consultant assigned to perform responsibilities under its contract with a State agency is required to utilize the US Department of Homeland Security's E-Verify system (per Executive Order Number 11-02) to verify the employment eligibility of: (a) all persons employed during the contract term by the Contractor to perform employment duties within Florida; and (b) all persons (including subcontractors) assigned by the Contractor to perform work pursuant to the contract with the State agency.

E-VERIFY Affirmation Statement must be completed and submitted with Proposer's response to this RFP.

2.44 Service Organization Controls NA

2.45 Warranties of Usage

Any estimated quantities listed are for information and tabulation purposes only. No warranty or guarantee of quantities needed is given or implied. It is understood that the Contractor will furnish the City's needs as they arise.

2.46 PCI (Payment Card Industry) Compliance

Contractor agrees to comply with all applicable state, federal, and international laws, as well as best practices, governing the collection, access, use, disclosure, safeguarding, and destruction of protected information.

Consultant and any subconsultant that handles credit card data must be, and remain, PCI compliant under the current standards and will provide documentation confirming compliance upon request by the City of Fort Lauderdale. Failure to produce documentation could result in termination of the contract.

Failure to maintain PCI compliance or to provide requested documentation may result in termination of the contract.

2.47 Anti-Human Trafficking, Kidnapping, Custody and Related Offenses

Bidder, proposer, quoter, or any other respondent to any City solicitation/notice or serving as a City consultant, contractor, vendor or otherwise entering into any contract (including, without limitation, contract renewal, extension, amendment as applicable) with the City affirms and stipulates that it is not in violation of Section 787.06(13) of the 2025 Florida Statutes entitled “Kidnapping; Custody Offenses; Human Trafficking and Related Offenses.” The entity (which includes any business entity however formed/ incorporated) intending to provide goods or services by submitting a response to a city solicitation further affirms to the City as a governmental entity defined in Section 287.138(1) of the 2025 Florida Statutes that it does not use coercion for labor or services as defined in Section 787.06 of the 2025 Florida Statutes.

END OF SECTION

SECTION III - TECHNICAL SPECIFICATIONS/SCOPE OF SERVICES

3.1 Introduction

The City of Fort Lauderdale is seeking proposals from qualified firms to provide consulting services to prepare applications for a Future Land Use Element amendment and a Future Land Use Map Amendment. The application will reflect the boundaries of the Central City Community Redevelopment Area (CRA) and will provide a framework for future zoning and catalyze redevelopment in the Central City CRA.

The [Central City Community Redevelopment Plan](#), adopted in 2012, recommended seeking assistance in creating a mixed use, transit-oriented district. Per the Plan, potential areas for redevelopment opportunities were identified through a public participation process including properties within the CRA along major streets such as Sunrise Boulevard, NE 4th Avenue, and NE 13th Street. Per the Plan, Sunrise Boulevard can support a larger, more intense type of redevelopment scenario; while NE 4th Avenue and NE 13th Street can support lighter intensity, neighborhood-oriented retail establishments as well as mixed-use building types.

Currently, the CRA is considering new zoning designations and rezoning properties adjacent to these major roadways that will allow a mix of uses, encourage enhancement of the pedestrian experience, and incorporate form-based standards regarding height, massing, and building form. The intent of the Future Land Use Element amendment and a Future Land Use Map Amendment is to have one single land use designation that would permit development of both market rate and affordable housing units within mixed use projects that support new and existing commercial uses in the CRA.

The scope of services includes, but is not limited to, recommending a modification of an existing future land use designation or the creation of a new future land use designation for the designated Central City mixed use area. The City's Future Land Use Element and Future Land Use Map are governed by both the City and Broward County through the County's Charter. The proposed Future Land Use Map amendment will require an amendment to both the City of Fort Lauderdale Future Land Use Map and the Broward County Future Land Use Map which, will require approval by the Fort Lauderdale City Commission, the Broward County Planning Council, and the Broward County Commission.

The Project Manager for the consultant team should be the primary contact for the project. The Project Manager will answer questions from the public in regard to the amendments and present at public meetings including civic associations, the Central City Community Redevelopment Area Board, Planning and Zoning Board, City Commission, Broward County Planning Council, and Broward County Commission meetings.

Exhibit 1 is a map of the Central City Community Redevelopment Area

3.2 Scope of Work

3.2.1 - Task 1 – Research and Define Project Approach

The objective of this task is to gain familiarity with the current future land use designations, existing uses, discussing project approach and public outreach with CRA and City staff.

City Services

- City staff will provide Consultant with the draft CRA unified land development regulations for the proposed Central City CRA rezoning.

- Most other documents including Central City CRA Plan can be found on the City's website: [Click Here](#)
- Consultant Deliverables
- Prepare project schedule for review by CRA and City staff.
- Submit final project schedule based upon CRA and City staff comment.

3.2.2 - Task 2 – Meet with Broward County Planning Council Staff to Discuss Proposed Future Land Use Element and Future Land Use Map Amendment Applications

The consultant shall meet with City and Broward County Planning Council staff to discuss the proposed future land use designation, Future Land Use Element amendment and amendments to both the City and County Future Land Use Maps.

City Service

- Schedule meeting with Consultant and Planning County Staff

Consultant Deliverable

- Prepare meeting summary with Broward County Planning Council staff.

3.2.3 - Task 3 – Presentation to Central City Community Redevelopment Board (CCRAB) on Proposed Future Land Use Element and Map Amendments including Density, Intensity, and Proposed Affordable Housing Strategies

The purpose of the CCRAB presentation is to gain consensus from the CCRAB about the density and intensity of the future land use designation for the amendment and related affordable housing strategies.

Note that Broward County Land Use Plan Policy 2.16.2 states that when amendments which propose to add 100 or more residential dwelling units to existing densities, municipalities must incorporate affordable housing strategies.

City/CRA Services

- CRA staff will place presentation on CCRAB agenda.
- City and CRA staff will provide comments on draft PowerPoint in advance of the CCRAB meeting.
- City and CRA staff will attend the CCRAB meeting and assist with answering questions.

Consultant Deliverables

- Draft PowerPoint regarding the proposed future land use designation including density, intensity, and affordable housing strategies to City staff and CRA staff two weeks in advance of the CCRAB meeting.
- Submit final PowerPoint to City and CRA staff for consultant's presentation to the CCRAB.

- Present proposed Future Land Use, Future Land Use Element and affordable housing strategies to the CCRAB and answer questions.

3.2.4 - Task 4 - Meet with City Attorney's Office, Broward County Traffic Engineering, and the Florida Department of Transportation on Proposed Amendments

City Service

- Schedule meetings with the City Attorney's Office, Broward County Traffic Engineering and the Florida Department of Transportation.

Consultant Deliverable

- Attend meetings and prepare meeting summaries for meetings with Broward County Traffic Engineering and the Florida Department of Transportation.

3.2.5 - Task 5 – Prepare Land Use Amendment Report including, but not limited, to the following:

City Service

- City staff will support communication between Consultant and various City departments to obtain information for the Future Land Use Map amendment report.

Consultant Deliverable:

The amendment report must meet the data and analysis requirements outlined in the appendix of the [Broward County Administrative Rules Document](#).

The report must include the following:

- Existing uses
- Proposed density and intensity
- Proposed City and County future land use designations
- Analysis of public facilities and services:
- Potable water and sanitary sewer including water and sewer analysis letter from Public Works
- Drainage requirements and correspondence from City Engineer confirming drainage analysis
- Solid waste impact and confirm solid waste analysis with solid waste collection provider
- Proposed increase in population
- Impact on Broward County community park and City park level of service
- Mass transit analysis
- Traffic study
- School impact analysis and Broward Schools capacity determination letter
- Coordination with City and County adaptation action area plans
- Natural and historical resource analysis
- Affordable housing strategy
- Land use compatibility
- Hurricane evacuation analysis
- Intergovernmental coordination
- Public outreach summary
- Description of consistency with highlighted regional issues and policies of the Broward County Land Use Plan

- Required maps
- Sketch and legal description for proposed amendment area.

3.2.6 - Task 6 – Create Project Website with Draft Documents, PowerPoint Presentation, Project Schedule, and Point of Contact.

CRA Staff Service

- CRA staff will add link from the consultant’s project website to the City’s website

Consultant Deliverable

- Consultant will prepare website for the project that meets City standards for accessibility.

3.2.7 - Task 7 – Present on Draft Future Land Use Element and Future Land Use Plan Amendment Applications to the Central City Community Redevelopment Advisory Board (Up to 4 Meetings)

City and CRA Staff Service

- CRA staff will place discussion of the Future Land Use Element and Future Land Use Map amendments on the CCRAB agenda. City and CRA staff will attend the meeting and answer questions.

Consultant Deliverable

- The consultant will present the findings of the data, inventory, and analysis in the Future Land Use Element report and answer CCRAB questions.

3.2.7.1 - Task 7.1 – Revise PowerPoint Prior to Additional CCRAB, Civic Association, and Public Participation Meetings (Up to 5 Revisions)

City and CRA Staff Service

- City and CRA staff will provide comments on the PowerPoint presentation for revisions based upon CCRAB, Civic Association, and Public Participation Meetings.

Consultant Deliverable

- The consultant will revise the PowerPoint based upon City and CRA staff comments.

3.2.7.2 - Task 7.2 - Consultant to Present the Amendments to Civic Associations in and Adjacent to the Central City (Up to 12 Meetings)

City and CRA Staff Service

- City and CRA staff will attend Civic Association meetings and answer Civic Association questions.

Consultant Deliverable

- The Consultant will present the amendments and answer Civic Association questions.

3.2.8 - Task 8 – Development Review Committee (DRC) Meetings

3.2.8.1 - Task 8.1 - Required Notice to Civic Associations in and Adjacent to the CRA Prior to the DRC Meetings

CRA Staff Service

- The CRA staff shall notify civic associations within and adjacent to the CRA regarding the scheduling of the amendments on the Development Review Committee (DRC) agenda.

Consultant Deliverable

- Consultant will prepare draft notice regarding the date of the Development Review Committee meeting.

3.2.8.2 - Task 8.2 - Public Presentation Meetings Prior to the Development Review Committee (DRC) Meeting (Up to 3 Meetings)

CRA Staff Service

- CRA staff will schedule public presentation meetings and both CRA and City Staff will attend the public participation meetings.

Consultant Deliverable

- Present the amendments at the Public Participation Meetings, collect public comments, and prepare a summary of the meeting(s).

3.2.8.3 - Task 8.3 - DRC Comments on Draft Future Land Use Plan Amendment and Future Land Use Map Amendment Report

City Staff Service

- City staff will prepare comments on the draft Future Land Use Element and Future Land Use Map Amendments.

3.2.8.4 - Task 8.4 - DRC Meeting (Up to 3 Meetings)

City Staff Service

- City staff will post DRC comments on the City's website and send them to the consultant. The DRC members will answer questions regarding their comments on the future land use amendment report.

Consultant Deliverable

- Present the land use plan amendments at the DRC meetings and address comments from DRC members or members of the public.

3.2.8.5 - Task 8.5 - Resubmit Revised Future Land Use Plan Amendment Report (Up to 4 Revisions)

Consultant Deliverable

- A revised the Future Land Use Map amendment report and provide written responses to the DRC's comments to City and CRA staff.

3.2.8.6 - Task 8.6 - DRC Sign Off

City Staff Service

- City staff will share the revised Future Land Use Map amendment report and request DRC member sign off prior to scheduling on the Planning and Zoning Board (PZB) agenda.

Consultant Deliverable

- Respond to DRC Member comments on the Future Land Use Map Amendment report and revise the report for resubmittal to the City.

3.2.9 Task 9 - Planning and Zoning Board (PZB) Meetings

3.2.9.1 - Task 9.1 - Required Mail Notices to Property Owners within 300 feet and Civic Associations in and Adjacent to the CRA Prior to the PZB Meetings

CRA Staff Service

- CRA staff will prepare two mail notices at least 10 days in advance of the public presentation meeting to property owners within the Future Land Use Map amendment area and within 300 feet of the proposed Future Land Use Map amendment area and email the notice to civic associations within and adjacent to the CRA.

Consultant Deliverable

- Consultant will prepare a draft mail notice announcing the time and place of the public presentation meeting.

3.2.9.2 - Task 9.2 - Required Public Participation Meeting Prior to PZB Meeting (Up to 3 Meetings)

City and CRA Staff Service

- City and CRA staff will attend public participation meeting and assist with answering questions.

Consultant Deliverable

- The Consultant will prepare a PowerPoint presentation and send to City staff two weeks in advance of the public participation meeting.
- Revise PowerPoint presentation based upon City and CRA staff comments and present the Future Land Use Element and Future Land Use Map amendments at the public participation meeting.
- Present the amendments at the Public Participation Meeting.
- Prepare a summary of the public participation meeting and submit the summary to City and CRA staff.

3.2.9.3 Task 9.3 - City Staff to Request Sketch and Legal Description of Amendment Area from City Surveyor

City Staff Service

- City staff will coordinate with City Surveyor to create a sketch and legal description for the proposed Future Land Use Map Amendment.

Consultant Deliverable

- Consultant will review City Surveyor's sketch and legal description for consistency with proposed Future Land Use Map amendment.

3.2.9.4 Task 9.4 - Planning and Zoning Board Submittal Deadline

City Staff Service

- City staff will request placement on a Planning and Zoning Board (PZB) agenda.
- Distribute PZB agenda memoranda with the Future Land Use Amendment Report to PZB members, City Attorney's Office and post on the City's website.

Consultant Deliverable

- Prepare PZB staff reports summarizing the Future Land Element and Future Land Use Map amendments and impacts on services.
- Incorporate Urban Design and Planning Manager comments into final PZB staff report.

3.2.9.5 Task 9.5 - Revisions to Planning and Zoning Board Staff Reports, Land Use Plan Amendment Report, Text Amendment and PowerPoint Presentation (Up to 5 Revisions)

City and CRA Staff Service

- City and CRA staff will provide comments on the PZB Staff Report, Land Use Plan Amendment Report, text amendment and PowerPoint Presentation.

Consultant Deliverable

- Consultant will revise PZB Staff Report, Land Use Plan Amendment Report, text amendment, and PowerPoint presentation per PZB, City and CRA Staff Comments.

3.2.9.6 Task 9.6 - Planning and Zoning Board Meeting (Local Planning Agency Public Hearing) (Up to 4 Meetings)

City and CRA Staff Service

- City and CRA staff shall attend the Planning and Zoning Board hearing and assist with answering questions.

Consultant Deliverable

- Consultant will prepare a PowerPoint presentation and present the Future Land Element text and Future Land Use Map amendment at the Planning and Zoning Board Meeting and answer Planning and Zoning Board member questions.
- City and CRA Staff will assist with answering questions.

3.2.10 Task 10 – City Commission Conference Meeting Presentation

City and CRA Staff Service

- CRA staff will request placement of a presentation on the Future Land Use Element text and Future Land Use Map amendments on a City Commission Conference Meeting Agenda. City and CRA staff will attend the City Commission Conference Meeting to assist with answering questions.

Consultant Deliverable

- Consultant will update PowerPoint presentation and forward in advance of the City Commission conference meeting to be published on the City's website with the meeting agenda.
- Consultant will present the amendments to the City Commission at the City Commission conference meeting.

3.2.11 Task 11 – City Commission Public Hearing Scheduling and Newspaper Ad

City Staff Service

- City staff will request placement of the amendment on a City Commission agenda.
- The City Attorney's Office will prepare the newspaper advertisement and ordinance to amend the Future Land Use Element and the Future Land Use Map.

3.2.12 Task 12 – City Commission Transmittal Hearing – First Reading

City and CRA Staff Service

- Forward City Commission Agenda memorandum to Urban Design and Planning Manager, Development Services Director, City Attorney's Office, and City Manager for review.
- City and CRA staff shall attend the City Commission hearing and assist with answering questions.

Consultant Deliverable

- Consultant will prepare a City Commission agenda memoranda (CAMs) for the proposed amendments and incorporate suggested changes from City staff into the CAMs.
- Consultant will attend the City Commission and answer City Commission questions.

3.2.13 Task 13 – Transmit Future Land Use Element and Future Land Use Map Amendment to FloridaCommerce

Consultant Deliverable

- Prepare and submit the proposed Future Land Use Element and Future Land Use Map amendments to FloridaCommerce and email the amendment to the agencies that review comprehensive plan amendments.

3.2.14 Task 14 – Broward County Planning Council (BCPC) Submittal and Request Conditional Recertification

City Service

- City staff will coordinate required signatures and materials for the request for conditional recertification.

Consultant Deliverable

- Consultant will submit the Future Land Use Element Text and Future Land Use Element Map amendments to the Broward County Planning Council (BCPC).
- Complete requirements for a request for conditional recertification 21 days prior to the Planning Council public hearing.

3.2.15 Task 15 – Address BCPC Comments

Consultant Deliverable

- Consultant will address BCPC comments and make changes to the Future Land Use Map amendment report as needed.
- Changes to the Future Land Use map report will be submitted to City staff for review prior to resubmittal to the BCPC.

3.2.16 Task 16 – BCPC Hearing

The BCPC hearing cannot occur until 21 days after City Commission first Reading

City and CRA Staff Service

- City and CRA staff will attend and answer questions.

Consultant Deliverable

- Consultant will present the Future Land Use Map and Future Land Use text amendments to the BCPC and answer questions.
- City and CRA Staff will assist with answering questions.

3.2.17 Task 17 – County Commission – Approval of Notice to Advertise LUPA

BCPC staff will request that the County Commission schedule approval of notice to advertise the land use map amendment at a regularly scheduled County Commission meeting.

Consultant, City and CRA Staff Service

- Consultant, City, and CRA staff will attend and answer questions if necessary.

3.2.18 Task 18 - County Commission Transmittal Hearing

City and CRA Staff Service

- City and CRA staff will assist with answering questions.

Consultant Deliverable

- Consultant will present the Future Land Use Map amendment to the Broward County Commission and answer questions.

3.2.19 Task 19 - Address FloridaCommerce Comments on City and County Transmittals

City Staff Service

- City staff will request placement of a City Commission agenda for second reading of the ordinances to adopt the Future Land Use Element and Future Land Use Element amendments.
- Forward CAM to Urban Design and Planning Manager, Development Services Director, City Attorney's Office, and City Manager's Office for review.

Consultant Deliverable

- Consultant will prepare written responses to the FloridaCommerce comments or other agency comments.

- Prepare a CAM for the City Commission second reading of the ordinances to adopt the amendments.
- Incorporate suggested changes from City staff into the CAMs.

3.2.20 Task 20 - County Commission Adoption Hearing – Second Reading

City and CRA Staff Service

- City and CRA staff will attend and assist with answering questions.

Consultant Deliverable

- Consultant will attend the County Commission adoption hearing and answer questions if necessary.

3.2.21 Task 21 - City Commission Adoption Hearing – Second Reading

City and CRA Staff Service

- City and CRA staff will assist with answering questions.

Consultant Deliverable

- Consultant will attend the City Commission adoption hearing regarding the Future Land Use Element text and Future Land Use Map amendments and answer questions.

3.2.22 Task 22 - Prepare Transmittal of Adopted Amendments to FloridaCommerce

City Service

- City staff will coordinate with the City Clerk’s office to obtain the signed ordinance(s).

Consultant Deliverable

- The consultant will prepare the transmittal of the adopted amendments to FloridaCommerce and the agencies that review comprehensive plan amendments.

3.2.23 Task 23 - Request BCPC to Finalize Recertification of the Future Land Use Element and Future Land Use Map

City Service

- City staff will provide a letter from the Director of Development Services, adoption ordinances, City Commission memoranda, revised Future Land Use Element pages, updated Future Land Use Map and DEO compliance letters to the Broward County Planning Council to request recertification.

3.3 Project Schedule

The Central City Future Land Use Element text and Future Land Use Map amendment project is anticipated to be completed within a 29-month timeframe from notice to proceed.

	MILESTONE	ASSIGNED	MONTH
1	Research and Project Approach	Consultant	1
2	Meeting with Broward County Planning Council Staff to Discuss Proposed Future Land Use Element and Future Land Use Map Amendment Applications	Consultant/City	2
3	Consultant to Present to Central City Community Redevelopment Board (CCRAB) on Proposed Future Land Use Element and Map Amendments including Density, Intensity, and Proposed Affordable Housing Strategies	Consultant/CRA/City	3
4	Consultant and City Staff to Meet with City Attorney's Office, Broward County Traffic Engineering, and the Florida Department of Transportation on Proposed Amendments	Consultant/City	4
5	Prepare Land Use Amendment Report Including but Not Limited to the following:	Consultant	3-6
	<ul style="list-style-type: none"> • Existing Uses 		
	<ul style="list-style-type: none"> • Proposed Density and Intensity 		
	<ul style="list-style-type: none"> • Proposed City and County Land Use Designations 		
	<ul style="list-style-type: none"> • Analysis of Public Facilities and Services 		
	<ul style="list-style-type: none"> ○ Potable Water and Sanitary Sewer including Water and Sewer analysis letter from Public Works 		
	<ul style="list-style-type: none"> ○ Drainage Requirements and Correspondence from City Engineer Confirming Drainage Analysis 		
	<ul style="list-style-type: none"> ○ Solid Waste Impact and Confirm Solid Waste Analysis with Solid Waste Collection Provider 		
	<ul style="list-style-type: none"> ○ Proposed Increase in Population 		
	<ul style="list-style-type: none"> ○ Impact on Broward County community park and City park level of service 		
	<ul style="list-style-type: none"> ○ Mass Transit Analysis 		
	<ul style="list-style-type: none"> ○ Traffic Study 		
	<ul style="list-style-type: none"> ○ School Impact Analysis and Broward Schools Capacity Determination Letter 		
	<ul style="list-style-type: none"> • Natural and Historical Resource Analysis 		
	<ul style="list-style-type: none"> • Affordable Housing Strategy 		
	<ul style="list-style-type: none"> • Land Use Compatibility 		
	<ul style="list-style-type: none"> • Hurricane Evacuation Analysis 		

	<ul style="list-style-type: none"> Redevelopment Analysis 		
	<ul style="list-style-type: none"> Intergovernmental Coordination 		
	<ul style="list-style-type: none"> Public Outreach Summary 		
	<ul style="list-style-type: none"> Description of Consistency with Highlighted Regional Issues and Policies of the Broward County Land Use Plan 		
	<ul style="list-style-type: none"> Required Maps 		
6	Create Project Website with Draft documents, PowerPoint Presentation, Project Schedule, and Point of Contact.		6
7	Consultant to Present on Draft Future Land Use Element and Future Land Use Plan Amendment Applications to the Central City Community Redevelopment Advisory Board (Up to 4 Meetings)	Consultant/City/CRA	6-10
7.1	Revise PowerPoint Prior to Additional CCRAB, Civic Association, and Public Participation Meetings (Up to 5 Revisions)		6-10
7.2	Consultant to Present the Amendments to Civic Associations in and Adjacent to the Central City (up to 12 meetings.)		7-10
8	Development Review Committee (DRC) Meetings		11-13
8.1	Required Notice to Civic Associations in and Adjacent to the CRA Prior to the DRC Meetings		7
8.2	Public Presentation Meetings Prior to the Development Review Committee (DRC) Meeting (Up to 3 Meetings)		8-10
8.3	DRC Comments on Draft Future Land Use Plan Amendment and Future Land Use Map Amendment Report	City	7
8.4	DRC Meeting (Up to 3 Meetings)	City/Consultant	8
8.5	Resubmit Revised Future Land Use Plan Amendment Report (Up to 4 Revisions)	Consultant	10
8.6	DRC Sign Off	City/Consultant	11
9	Planning and Zoning Board (PZB) Meeting		
9.1	Required Mail Notices to Property Owners within 300 feet and Civic Associations in and Adjacent to the CRA Prior to the PZB Meetings	CRA	11
9.2	Required Public Participation Meeting Prior to PZB Meeting (Up to 3 Meetings)	Consultant/CRA/City	11
9.3	City Staff to Request Sketch and Legal Description of Amendment Area from City Surveyor	City	11
9.4	Planning and Zoning Board Submittal Deadline	Consultant/City	12

9.5	Revisions to Planning and Zoning Board Staff Reports, Land Use Plan Amendment Report, and PowerPoint Presentation (Up to 5 Revisions).		
9.6	Planning and Zoning Board Meeting (Local Planning Agency Public Hearing) (Up to 4 Meetings)	Consultant/CRA/City	13-16
10	City Commission Conference Meeting Presentation	Consultant/CRA/City	17
11	City Commission Public Hearing Scheduling and Newspaper Ad	City	15
12	City Commission Transmittal Hearing - First Reading	Consultant/CRA/City	16
13	Transmit Future Land Use Element and Future Land Use Map Amendment to the FloridaCommerce	Consultant	16
14	Broward County Planning Council (BCPC) Submittal and Request Conditional Recertification	Consultant/City	16
15	Address BCPC Comments	Consultant/ City	17
16	BCPC Hearing <i>Cannot occur until 21 days after City Commission</i>	Consultant/CRA/City	17
17	County Commission – Approval of Notice to Advertise LUPA	Consultant/CRA/City	19
18	County Commission Transmittal Hearing	Consultant/CRA/City	20
19	Address FloridaCommerce Comments Issued on City and County Transmittals	Consultant	22
20	County Commission Adoption Hearing - Second Reading	Consultant/CRA/City	24
21	City Commission Adoption Hearing – Second Reading	Consultant/CRA/City	26
22	Prepare Transmittal of Adopted Amendments to DEO	Consultant/City	27
23	Request BCPC to Finalize Recertification of the Future Land Use Element and Future Land Use Map	Consultant/City	29

END OF SECTION

SECTION IV – SUBMITTAL REQUIREMENTS

4.1 Instructions

- 4.1.1** The City of Fort Lauderdale uses its own on-line strategic sourcing platform to administer the competitive solicitation process, including but not limited to soliciting proposals, issuing addenda, responding to questions / requests for information. There is no charge to register and download the RFP from the [City's on-line strategic sourcing platform](#). Proposers are strongly encouraged to read the supplier tutorial available in the City's on-line strategic sourcing platform well in advance of their intention of submitting a proposal to ensure familiarity with the use of the [City's on-line strategic sourcing platform](#). The City shall not be responsible for a Proposer's inability to submit a proposal by the end date and time for any reason, including issues arising from the use of the City's on-line strategic sourcing platform.
- 4.1.2** Careful attention must be given to all requested items contained in this RFP. Proposers are invited to submit proposals in accordance with the requirements of this RFP. Please read entire solicitation before submitting a proposal. Proposers must provide a response to each requirement of the RFP. Proposals should be prepared in a concise manner with an emphasis on completeness and clarity. Notes, exceptions, and comments may be rendered on an attachment, provided the same format of this RFP text is followed.
- 4.1.3** All information submitted by Proposer shall be typewritten or provided as otherwise instructed to in the RFP. Proposers shall use and submit any applicable or required forms provided by the City and attach such to their proposal. Failure to use the forms may cause the proposal to be rejected and deemed non-responsive.

IN THE EVENT OF ANY CONFLICT OR DISCREPANCY BETWEEN BID/PROPOSAL PRICE(S) SUBMITTED BY BIDDER/PROPOSER ELECTRONICALLY INTO THE CITY'S ON-LINE STRATEGIC SOURCING PLATFORM UNIT PRICE FIELD(S), ANY OTHER FORMS OR ATTACHMENTS (WHETHER PART OF THE CITY'S SOLICITATION DOCUMENTS OR DOCUMENTS CREATED AND UPLOADED BY THE BIDDER/PROPOSER), OR ANOTHER SECTION/FIELD OF THE SYSTEM, THE ONLINE UNIT PRICE(S) INPUTTED ELECTRONICALLY INTO THE SYSTEM BY BIDDER/PROPOSER SHALL GOVERN.

- 4.1.4** Proposals shall be submitted by an authorized representative of the firm. Proposals must be submitted in the business entities name by the President, Partner, Officer or Representative authorized to contractually bind the business entity. Proposals shall include an attachment evidencing that the individual submitting the proposal, does in fact have the required authority stated herein.
- 4.1.5** All proposals will become the property of the City. The Proposer's response to the RFP is a public record pursuant to Florida law, which is subject to disclosure by the City under the State of Florida Public Records Law, Florida Statutes Chapter 119.07 (2025) ("Public Records Law"). The City shall permit public access to all documents, papers, letters, or other material submitted in connection with this RFP and the Contract to be executed for this RFP, subject to the provisions of Chapter 119.07 of the Florida Statutes (2025). Any language contained in the Proposer's response to the RFP purporting to require confidentiality of any portion of the Proposer's response to the RFP, except to the extent that certain information is in the City's opinion a Trade Secret pursuant to Florida law, shall be void. If a Proposer submits any documents or other

information to the City which the Proposer claims is Trade Secret information and exempt from Florida Statutes Chapter 119.07 ("Public Records Laws"), the Proposer shall clearly designate that it is a Trade Secret and that it is asserting that the document or information is exempt. The Proposer must specifically identify the exemption being claimed under Florida Statutes 119.07. The City shall be the final arbiter of whether any information contained in the Proposer's response to the RFP constitutes a Trade Secret. The city's determination of whether an exemption applies shall be final, and the Proposer agrees to defend, indemnify, and hold harmless the city and the city's officers, employees, and agent, against any loss or damages incurred by any person or entity as a result of the city's treatment of records as public records. In the event of Contract award, all documentation produced as part of the Contract shall become the exclusive property of the City.

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 PRRCONTRACT@FORTLAUDERDALE.GOV, 954-828-5002, CITY CLERK'S OFFICE, ONE EAST BROWARD BOULEVARD, SUITE 444, FORT LAUDERDALE, FLORIDA 33301.

Contractor shall:

1. Keep and maintain public records required by the City in order to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of 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 (2025), as may be amended or revised, 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 this contract if the Contractor does not transfer the records to the City.
4. Upon completion of the Contract, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of this Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

4.1.6 By submitting a response Proposer is confirming that the firm has not been placed on the convicted vendors list as described in Section §287.133 (2) (a) Florida Statutes; that the only person(s), company or parties interested in the proposal as principals are named therein; that the proposal is made without collusion with any other person(s), company or parties submitting a proposal; that it is in all respects fair and in good faith, without collusion or fraud; and that the signer of the proposal has full authority to bind the firm.

4.2 Contents of the Proposal

The City deems certain documentation and information important in the determination of responsiveness and for the purpose of evaluating proposals. Proposals should seek to avoid information in excess of that requested, must be concise, and must specifically address the issues of this RFP. The City prefers that proposals be no more than 100 pages in one complete pdf document. The proposals should be organized, divided, and indexed into the sections indicated herein. These are not inclusive of all the information that may be necessary to properly evaluate the proposal and meet the requirements of the scope of work and/or specifications. Additional documents and information should be provided as deemed appropriate by the respondent in proposal to specific requirements stated herein or through the RFP.

4.2.1 Table of Contents

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.

4.2.2 Executive Summary

Each Offeror must submit an executive summary that identifies the business entity, its background, main office(s), and office location that will service this contract. Identify the officers, principals, supervisory staff, and key individuals who will be directly involved with the work and their office locations. The executive summary should also summarize the key elements of the proposal.

4.2.3 Experience and Qualifications

Indicate the firm's number of years of experience in providing the professional services as it relates the work contemplated. Provide details of past projects for agencies of similar size and scope, including information on your firm's ability to meet time and budget requirements. Indicate the firm's initiatives towards its own sustainable business practices that demonstrate a commitment to conservation. Indicate business structure, IE: Corp., Partnership, LLC. Firm should be registered as a legal entity in the State of Florida; Minority or Woman owned Business (if applicable); Company address, phone number, fax number, E-Mail address, web site, contact person(s), etc. Relative size of the firm, including management, technical and support staff; licenses and any other pertinent information shall be submitted.

4.2.4 Approach to Scope of Work

Provide in concise narrative form, your understanding of the City's needs, goals and objectives as they relate to the scope of services and overall project, and your overall approach to accomplishing the project.

Give an overview of your proposed vision, ideas and methodology. Describe your proposed approach to the project. As part of the project approach, the firm shall propose a scheduling methodology (timeline) for effectively managing and executing the work in the optimum time.

Also provide information on your firm's current workload and how this project will fit into your workload. Describe the firm's current and anticipated workload. Include a summary of current projects and anticipated completion timeframes. Describe how City tasks will be prioritized within your organization, and the availability of the project team to commit towards this project.

Describe available facilities, technological capabilities and other available resources you offer for the project.

Provide a proposed (realistic) schedule from Notice to Proceed until the construction drawings are issued. The City expects this project to be completed expeditiously and the City reserves the right to make adjustments to this schedule as necessary.

4.2.5 References

Provide at least three references, preferably government agencies, for projects with similar scope as listed in this RFP. Information should include:

- Client Name, address, contact person telephone and E-mail addresses.
- Description of work.
- Year the project was completed.
- Total cost of the project, estimated and actual.

Note: Do not include City of Fort Lauderdale work or staff as references to demonstrate your capabilities. The Committee is interested in work experience and references other than the City of Fort Lauderdale.

4.2.6 Minority/Women (M/WBE) Participation

If your firm is a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985, provide copies of your certification(s). If your firm is not a certified M/WBE, describe your company's previous efforts, as well as planned efforts in meeting M/WBE procurement goals under Florida Statutes 287.09451.

4.2.7 Subcontractors

Proposer must clearly identify any subcontractors that may be utilized during the term of this contract.

4.2.8 Required Forms

A. Proposal Certification

Complete and attach the Proposal Certification provided herein.

B. Cost Proposal

Provide firm, fixed, costs for all services/products using the form provided in this request for proposal. These firm fixed costs for the project include any costs for travel and miscellaneous expenses. No other costs will be accepted.

C. Non-Collusion Statement

This form is to be completed, if applicable, and inserted in this section.

D. Non-Discrimination Certification Form

This form is to be completed and inserted in this section.

E. Local Business Preference (LBP)

This form is to be completed, if applicable, and inserted in this section.

F. Disadvantaged Business Enterprise Preference (DBEP)

This form is to be completed, if applicable, and inserted in this section.

G. Contract Payment Method

This form must be completed and returned with your proposal. Proposers must presently have the ability to accept these credit cards or take whatever steps necessary to implement acceptance of a card before the start of the contract term, or contract award by the City.

H. E-Verify Affirmation Statement

This form must be completed and returned with your proposal.

I. Affidavit of Compliance with Foreign Entity Laws

This form must be completed, notarized, and returned with your proposal.

J. Anti-Human Trafficking Affidavit

This form must be completed, notarized, and returned with your proposal.

K. Sample Insurance Certificate

Demonstrate your firm's ability to comply with insurance requirements. Provide a previous certificate or other evidence listing the Insurance Companies names for the required coverage and limits.

L. W-9 for Proposing Firm

This form must be completed and returned with your proposal.

M. Active Status Page from Division of Corporations – Sunbiz.org

Provide PDF of current page with your proposal.

N. Reference Form

O. Drug Free Certification

END OF SECTION

SECTION V – EVALUATION AND AWARD

5.1 Evaluation Procedure

5.1.1 Bid/Proposal Tabulations/Intent to Award

Notice of Intent to Award Contract/Bid, resulting from the City's Formal solicitation process may be found at: [Click Here](#). Tabulations of receipt of those parties responding to a formal solicitation may be found at: [Click Here](#). Any interested party may call the Procurement Services Division at 954-828-5933, or email ProcurementSupport@fortlauderdale.gov, for more information.

5.1.2 Evaluation of proposals will be conducted by an Evaluation Committee, consisting of a minimum of three members of City Staff, or other persons selected by the City Manager or designee. All committee members must be in attendance at scheduled evaluation meetings. Proposals shall be evaluated based upon the information and references contained in the responses as submitted.

5.1.3 The Committee may short list Proposals that it deems best satisfy the weighted criteria set forth herein. The committee may then conduct interviews and/or require oral presentations from the short-listed Proposers. The Evaluation Committee shall then re-score and re-rank the short-listed firms in accordance with the weighted criteria.

5.1.4 The City may require visits to the Proposer's facilities to inspect record keeping procedures, staff, facilities and equipment as part of the evaluation process.

5.1.5 The final ranking and the Evaluation Committee's recommendation may then be reported to the City Manager for consideration of contract award.

5.2 Evaluation Criteria

5.2.1 The City uses a mathematical formula to determine the scoring for each individual responsive and responsible firm based on the weighted criteria stated herein. Each evaluation committee member will rank each firm by criteria, giving their first ranked firm a number 1, the second ranked firm a number 2, and so on. The City shall multiply that average ranking by the weighted criterion identified herein to determine the total the points for each Proposer. The lowest average final ranking score will determine the recommendation by the evaluation committee to the City Manager.

5.2.2 Weighted Criteria

Criteria	Percentage
Firms Qualification & Experience	20
Qualification of Project Team	20
Approach to Scope	30
References	5
Cost Proposal	25
Total	100

5.3 Contract Award

The City reserves the right to award a contract to that Consultant who will best serve the interest

of the City. The City reserves the right, based upon its deliberations and in its opinion, to accept or reject any or all proposals. The City also reserves the right to waive minor irregularities or variations of the submittal requirements and RFP process.

END OF SECTION

SECTION VI - COST PROPOSAL PAGE

Proposer Name: _____

The proposer agrees to supply the services at the prices bid/proposed below in accordance with the terms, conditions and specifications contained in this RFP.

Cost to the City: Contractor shall quote firm, fixed, costs for all services identified in this request for proposal. These firm fixed costs for the project include any costs for travel and miscellaneous expenses. No other costs will be accepted.

Item	Deliverable	Not to Exceed Amount
Task 1 - Research & Define Project Scope	Completed Project Scope	
Task 2 - Meet with Broward County Planning Council	Prepare and Submit Meeting Summary	
Task 3 - Presentation to Central City CRA Board (CCRAB)	Submit and Present Proposed Future Land Use Plan to the CCRAB	
Task 4 - Meet with City Attorney and Stakeholders	Prepare and Submit Meeting Summary for Review	
Task 5 - Prepare Land Use Amendment Report	Prepare and Submit Land Use amendment Report	
Task 6 - Create Project Website	Deliver Website that Meets the City's Standards	
Task 7 - Consultant to Present on Draft Future Land Use Element and Future Land Use Plan Amendment Applications to the Central City Community Redevelopment Advisory Board (Up to 4 Meetings)	Presentation to CCRAB (Up to 4 Meetings)	
Task 8 - Development Review Committee (DRC) Meetings	Attend Development Review Committee (DRC) Meetings	
Task 9 - Planning and Zoning Board (PZB) Meeting	Attend PZB Meeting	

Item	Deliverable	Not to Exceed Amount
Task 10 - City Commission Conference Meeting Presentation	Present at City Commission Conference Meeting	
Task 12 - City Commission Transmittal Hearing - First Reading	Presentation to City Commission	
Task 13 - Transmit Future Land Use Element and Future Land Use Map Amendment to the FloridaCommerce	Prepare Transmittal Package and Submit to FloridaCommerce and Agencies that Review Comprehensive Plan Amendments	
Task 14 - Broward County Planning Council (BCPC) Submittal and Request Conditional Recertification	Submittal to Broward County Planning Council	
Task 15 - Address BCPC Comments	Revised land use plan amendment report and prepare memo on how BCPC Comments have been addressed.	
Task 16 - BCPC Hearing	Present Land Use Plan Amendment and Answer Questions at BCPC Meeting	
Task 17 - County Commission - Approval of Notice to Advertise LUPA	Attend County Commission Meeting	
Task 18 - County Commission Transmittal Hearing	Present Land Use Plan Amendment and Answer Questions at BCPC Hearing	
Task 19 - Address FloridaCommerce Comments Issued on City and County Transmittals	Adjust Amendment Language and Prepare Memorandum on How FloridaCommerce Comments were Addressed.	
Task 20 - County Commission Adoption Hearing - Second Reading	Attend County Commission Hearing and Answer Questions	
Task 21 - City Commission Adoption Hearing - Second Reading	Attend City Commission Adoption Hearing and Answer Questions	
Task 22 - Prepare Transmittal of Adopted Amendments to DEO	Prepare Transmittal Package and Submit to FloridaCommerce and Agencies that Review Comprehensive Plan Amendments	

Item	Deliverable	Not to Exceed Amount
Task 23 - Request BCPC to Finalize Recertification of the Future Land Use Element and Future Land Use Map.	Prepare Request to Finalize Recertification of the Future Land Use Map Element and Future Land Use Map.	
	Total Not Exceed Project Fees	\$

Total Not to Exceed Project Fees:

_____ (words)

Submitted by:

_____ Name (printed)

_____ Signature

_____ Date

_____ Title

Attachment 1

**AGREEMENT FOR
XXXXXXX**

THIS _____ AGREEMENT (“Agreement”), entered into this _____ day of _____, 2025, is by and between the City of Fort Lauderdale, a Florida municipality, (“City”), whose address is 100 North Andrews Avenue, Fort Lauderdale, Florida 33301-1016, and _____ (“Contractor” or “Company”), a Florida corporation, whose principal address is _____, Phone: _____, Email: _____; (collectively, “Parties”).

WITNESSETH:

For and in consideration of the mutual promises and covenants set forth herein and other good and valuable consideration, the Contractor shall provide to the City Phone: _____ (the “Work”), and the City and the Contractor further covenant and agree as follows:

I. DOCUMENTS

The following documents (collectively “Contract Documents”) are hereby incorporated into and made part of this Agreement:

- (1) Event No. _____, _____, including any and all exhibits and addenda prepared by the City of Fort Lauderdale, (“Exhibit A” or “Invitation for Bids”);
- (2) The Contractor’s response to the Invitation for Bids, dated _____, (“Exhibit B”).

All Contract Documents may also be collectively referred to as the “Documents.” In the event of any conflict between or among the Documents or any ambiguity or missing specifications or instruction, the following priority is established:

- A. First, this Agreement dated _____, 2025, and any attachments;
- B. Second, Exhibit A;
- C. Third, Exhibit B.

II. SCOPE

The Contractor shall perform the work under the general direction of the City as set forth in the Contract Documents.

Unless otherwise specified herein, the Contractor shall perform all work identified in this Agreement including, but not limited to, providing all labor, equipment, materials and supplies necessary or incidental to provide professional background screening and verification services for the City of Fort Lauderdale’s Human Resources Department, in accordance with the terms, conditions and specifications outlined in Exhibit A. The Parties agree that the scope of services is a description of Contractor’s obligations and responsibilities, and is deemed to include preliminary considerations and prerequisites, and all labor, materials, equipment, and tasks which are such an inseparable part of the work described that exclusion would render performance by Contractor impractical, illogical, or unconscionable.

Contractor acknowledges and agrees that the City’s Contract Administrator has no authority to make changes that would increase, decrease, or otherwise modify the Scope of Services to be provided under this Agreement. Any change orders to the Scope of Services or amendments to the Contract Documents must be authorized by the City Manager, or his designee, and approved by the City Commission

whenever required in compliance with the Charter and Code of Ordinances for the City of Fort Lauderdale.

By signing this Agreement, the Contractor represents that it has thoroughly reviewed the documents incorporated into this Agreement by reference and that it accepts the description of the work and the conditions under which the work is to be performed.

III. TERM OF AGREEMENT

The initial term of this Agreement shall commence on _____ and shall end on _____. The City reserves the right to extend this Agreement for XXX (X) additional XXX-year terms, provided all terms, conditions and specifications contained herein remain the same, and the extension is mutually agreed to in writing and signed by both Parties. In the event the term of this Agreement extends beyond the end of any fiscal year of City, to wit, September 30th, the continuation of this Agreement beyond the end of the City's fiscal year shall be subject to and conditioned upon both the appropriation and the availability of funds.

IV. COMPENSATION

The Contractor agrees to provide the services and/or materials as specified at in the Contract Documents at the cost specified in Exhibit B. It is acknowledged and agreed by Contractor that this amount is the maximum payable and constitutes a limitation upon City's obligation to compensate Contractor for Contractor's services related to this Agreement. This maximum amount, however, does not constitute a limitation of any sort upon Contractor's obligation to perform all items of work required by or which can be reasonably inferred from the Scope of Services. Except as otherwise provided in the solicitation, no amount shall be paid to Contractor to reimburse Contractor's expenses.

V. METHOD OF BILLING AND PAYMENT

Contractor may submit proper invoices for compensation no more often than monthly, but only after the services for which the invoices are submitted have been completed. An original invoice plus one copy are due within fifteen (15) days of the end of the month. Invoices shall designate the nature of the services performed and/or the goods provided.

City shall pay Contractor within forty-five (45) days of receipt of Contractor's proper invoice, as provided in the Florida Local Government Prompt Payment Act, as may be amended from time to time.

To be deemed proper, all invoices must comply with the requirements set forth in this Agreement and must be submitted on the form and pursuant to instructions prescribed by the City's Contract Administrator. Payment may be withheld for failure of Contractor to comply with a term, condition, or requirement of this Agreement.

Notwithstanding any provision of this Agreement to the contrary, City may withhold, in whole or in part, payment to the extent necessary to protect itself from loss on account of inadequate or defective work that has not been remedied or resolved in a manner satisfactory to the City's Contract Administrator or failure to comply with this Agreement. The amount withheld shall not be subject to payment of interest by City.

VI. GENERAL CONDITIONS

A. Indemnification

Contractor shall protect and defend at Contractor's expense, counsel being subject to the City's approval, and indemnify and hold harmless the City and the City's officers, employees, volunteers, and agents from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, expenses, or liabilities, including any award of attorney fees

and any award of costs, in connection with or arising directly or indirectly out of any act or omission by the Contractor or by any officer, employee, agent, invitee, subcontractor, or sublicensee of the Contractor. The provisions and obligations of this section shall survive the expiration or earlier termination of this Agreement. To the extent considered necessary by the City Manager, any sums due Contractor under this Agreement may be retained by City until all of City's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved, and any amount withheld shall not be subject to payment of interest by City. This section shall survive any cancellation or early termination of this Agreement.

B. Intellectual Property

Contractor shall protect and defend at Contractor's expense, counsel being subject to the City's approval, and indemnify and hold harmless the City from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, royalties, expenses, or liabilities, including any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any infringement or allegation of infringement of any patent, copyright, or other intellectual property right in connection with the Contractor's or the City's use of any copyrighted, patented or un-patented invention, process, article, material, or device that is manufactured, provided, or used pursuant to this Agreement. If the Contractor uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.

C. Termination for Cause

The City may terminate this Agreement for cause if the party in breach has not corrected the breach within ten (10) days after written notice from the City identifying the breach. The City Manager may also terminate this Agreement upon such notice as the City Manager deems appropriate under the circumstances in the event the City Manager determines that termination is necessary to protect the public health or safety. The Parties agree that if the City erroneously, improperly, or unjustifiably terminates for cause, such termination shall be deemed a termination for convenience, which shall be effective thirty (30) days after such notice of termination for cause is provided.

This Agreement may be terminated for cause for reasons including, but not limited to, Contractor's repeated (whether negligent or intentional) submission for payment of false or incorrect bills or invoices, failure to perform the work to the City's satisfaction; or failure to continuously perform the work in a manner calculated to meet or accomplish the objectives as set forth in this Agreement.

D. Termination for Convenience

The City reserves the right, in its best interest as determined by the City, to cancel this Agreement for convenience by giving written notice to the Contractor at least thirty (30) days prior to the effective date of such cancellation. In the event this Agreement is terminated for convenience, Contractor shall be paid for any services performed to the City's satisfaction pursuant to the Agreement through the termination date specified in the written notice of termination. Contractor acknowledges and agrees that he/she/it has received good, valuable, and sufficient consideration from City, the receipt and adequacy of which are hereby acknowledged by Contractor, for City's right to terminate this Agreement for convenience.

E. Cancellation for Unappropriated Funds

The City reserves the right, in its best interest as determined by the City, to cancel this Agreement for unappropriated funds or unavailability of funds by giving written notice to the Contractor at least thirty (30) days prior to the effective date of such cancellation. The

obligation of the City for payment to a Contractor is limited to the availability of funds appropriated in a current fiscal period, and continuation of the Agreement into a subsequent fiscal period is subject to appropriation of funds, unless otherwise provided by law.

F. Insurance

As a condition precedent to the effectiveness of this Agreement, during the term of this Agreement and during any renewal or extension term of this Agreement, Contractor, at its sole expense, shall provide insurance of such types and with such terms and limits as noted below. Providing proof of and maintaining adequate insurance coverage are material obligations of Contractor. Contractor shall provide the City a certificate of insurance evidencing such coverage. Contractor's insurance coverage shall be primary insurance for all applicable policies, in respect to the City's interests. The limits of coverage under each policy maintained by Contractor shall not be interpreted as limiting Contractor's liability and obligations under this Agreement. All insurance policies shall be through insurers authorized or eligible to write policies in the State of Florida and possess an A.M. Best rating of A-, VII or better, subject to approval by the City's Risk Manager.

The coverages, limits, and/or endorsements required herein protect the interests of the City, and these coverages, limits, and/or endorsements shall in no way be relied upon by Contractor for assessing the extent or determining appropriate types and limits of coverage to protect Contractor against any loss exposures, whether as a result of this Agreement or otherwise. The requirements contained herein, as well as the City's review or acknowledgement, are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Contractor under this Agreement.

The following insurance policies and coverages are required:

Commercial General Liability

Coverage must be afforded under a Commercial General Liability policy with limits not less than:

- \$1,000,000 each occurrence and \$2,000,000 aggregate for Bodily Injury, Property Damage, and Personal and Advertising Injury
- \$1,000,000 each occurrence and \$2,000,000 aggregate for Products and Completed Operations

Policy must include coverage for contractual liability and independent contractors.

The City, a Florida municipality, its officials, employees, and volunteers are to be covered as an additional insured with a CG 20 26 04 13 Additional Insured – Designated Person or Organization Endorsement or similar endorsement providing equal or broader Additional Insured Coverage with respect to liability arising out of activities performed by or on behalf of Contractor. The coverage shall contain no special limitation on the scope of protection afforded to the City, its officials, employees, and volunteers.

Insurance Certificate Requirements

- a. Contractor shall provide the City with valid Certificates of Insurance (binders are unacceptable) no later than ten (10) days prior to the start of work contemplated in this Agreement.
- b. Contractor shall provide to the City a Certificate of Insurance having a thirty (30) day notice of cancellation; ten (10) days' notice if cancellation is for nonpayment of premium.
- c. In the event that the insurer is unable to accommodate the cancellation notice requirement, it shall be the responsibility of Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested, and addressed to the certificate holder.
- d. In the event the Agreement term or any surviving obligation of Contractor following

expiration or early termination of the Agreement goes beyond the expiration date of the insurance policy, Contractor shall provide the City with an updated Certificate of Insurance no later than ten (10) days prior to the expiration of the insurance currently in effect. The City reserves the right to suspend the Agreement until this requirement is met.

- e. The Certificate of Insurance shall indicate whether coverage is provided under a claims- made or occurrence form. If any coverage is provided on a claims-made form, the Certificate of Insurance must show a retroactive date, which shall be the effective date of the initial contract or prior.
- f. The City shall be covered as an Additional Insured on all liability policies, with the exception of Professional Liability and/or Errors and Omissions.
- g. The City shall be granted a Waiver of Subrogation on Contractor's Workers' Compensation insurance policy.
- h. The title of the Agreement, Bid/Contract number, event dates, or other identifying reference must be listed on the Certificate of Insurance.

The Certificate Holder should read as follows:

City of Fort Lauderdale
100 North Andrews Avenue
Fort Lauderdale, FL 33301

Contractor has the sole responsibility for all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the application of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for adding the City as an Additional Insured shall be at Contractor's expense.

If Contractor's primary insurance policy/policies do not meet the minimum requirements as set forth in this Agreement, Contractor may provide evidence of an Umbrella/Excess insurance policy to comply with this requirement.

Contractor's insurance coverage shall be primary insurance in respect to the City's interests, a Florida municipality, its officials, employees, and volunteers. Any insurance or self-insurance maintained by the City shall be non-contributory.

Any exclusion or provision in any insurance policy maintained by Contractor that excludes coverage required in this Agreement shall be deemed unacceptable and shall be considered breach of contract.

All required insurance policies must be maintained until the Agreement work has been accepted by the City, or until this Agreement is terminated, whichever is later. Any lapse in coverage may be considered breach of contract. In addition, Contractor must provide to the City confirmation of coverage renewal via an updated certificate of insurance should any policies expire prior to the expiration of this Agreement. The City reserves the right to review, at any time, coverage forms and limits of Contractor's insurance policies.

Contractor shall provide notice of any and all claims, accidents, and any other occurrences associated with this Agreement to Contractor's insurance company or companies and the City's Risk Management office as soon as practical.

It is Contractor's responsibility to ensure that any and all of Contractor's independent contractors and subcontractors comply with these insurance requirements. All coverages for independent contractors and subcontractors shall be subject to all of the applicable requirements stated herein. Any and all deficiencies are the responsibility of Contractor. The City reserves the right to adjust insurance limits from time to time at its discretion with notice to Contractor.

OPTIONAL COVERAGES (for specialty contracts as determined by Risk Management)

Aircraft Liability

Coverage must be afforded in an amount not less than \$5,000,000 per occurrence for any aircraft operations.

Crane and Rigging Liability

Coverage must be afforded for any crane operations under the Commercial General or Business Automobile Liability policy as necessary, in line with the limits of the associated policy.

Cyber Liability

Coverage must be afforded in an amount not less than \$1,000,000 per loss for negligent retention of data as well as notification and related costs for actual or alleged breaches of data.

Fidelity/Dishonesty and/or Commercial Crime

Coverage must be afforded in an amount not less than \$1,000,000 per loss for dishonest acts of the Contractor's employees, including but not limited to theft of money, personal property, vehicles, materials, supplies, equipment, tools, etc. Third-party coverage must be included under the policy.

Garage Keepers Legal Liability

Coverage shall be purchased for the Contractor's liability for damage or other loss, including comprehensive and collision risks, to the vehicles while in the care, custody, and control of the Contractor. Coverage form must be on a direct primary basis with limits equal to the highest possible replacement cost value of vehicles in the care, custody, and control of the Contractor at any one time.

Garage Liability

Coverage must be afforded in an amount not less than \$1,000,000 per occurrence and must cover the Contractor and the Contractor's employees for the Contractor's garage and related operations while any and all vehicles covered under this Agreement are in the care, custody, and control of the Contractor.

Liquor Liability

Contractor shall provide evidence of coverage for liquor liability in an amount not less than \$1,000,000 per occurrence. If the Commercial General Liability policy covers liquor liability (e.g. host or other coverage), the Contractor shall provide written documentation to confirm that coverage already applies to this Agreement.

Physical Abuse, Sexual Misconduct, and Sexual Molestation

Contractor shall provide evidence of coverage in an amount not less than \$500,000 per occurrence.

Pollution and Remediation Legal Liability (Hazardous Materials)

For the purpose of this section, the term "hazardous materials" includes all materials and substances that are designated or defined as hazardous by Florida or federal law or by the rules or regulations of Florida or any federal agency. If work being performed involves hazardous materials, the Contractor shall procure and maintain any or all of the following coverage, which will be specifically addressed upon review of exposure.

Contractors Pollution Liability Coverage

For sudden and gradual occurrences and in an amount not less than \$1,000,000 per claim arising out of this Agreement, including but not limited to, all hazardous materials identified under the Agreement.

Asbestos Liability Coverage

For sudden and gradual occurrences and in an amount not less than \$1,000,000 per claim arising out of work performed under this Agreement.

Disposal Coverage

The Contractor shall designate the disposal site and furnish a Certificate of Insurance from the disposal facility for Environmental Impairment Liability Insurance, covering liability for sudden and accidental occurrences in an amount not less than \$1,000,000 per claim and shall include liability for non-sudden occurrences in an amount not less than \$1,000,000 per claim.

Hazardous Waste Transportation Coverage

The Contractor shall designate the hauler and furnish a Certificate of Insurance from the hauler for Automobile Liability insurance with Endorsement MCS90 for liability arising out of the transportation of hazardous materials in an amount not less than \$1,000,000 per claim limit and provide a valid EPA identification number.

Professional Liability and/or Errors and Omissions

Coverage must be afforded for Wrongful Acts in an amount not less than \$1,000,000 each claim and \$2,000,000 aggregate.

Contractor must keep insurance in force until the third anniversary of expiration of this Agreement or the third anniversary of acceptance of work by the City.

Property Coverage (Builder's Risk)

Coverage must be afforded in an amount not less than 100% of the total project cost, including soft costs, with a deductible of no more than \$25,000 each claim. Coverage form shall include, but not be limited to:

- All Risk Coverage including Flood and Windstorm with no coinsurance clause
- Guaranteed policy extension provision
- Waiver of Occupancy Clause Endorsement, which will enable the City to occupy the facility under construction/renovation during the activity
- Storage and transport of materials, equipment, supplies of any kind whatsoever to be used on or incidental to the project
- Equipment Breakdown for cold testing of all mechanized, pressurized, or electrical equipment

This policy shall insure the interests of the owner, contractor, and subcontractors in the property against all risk of physical loss and damage, and name the City as a loss payee. This insurance shall remain in effect until the work is completed and the property has been accepted by the City.

Property Coverage (on-going basis)

Coverage must be afforded in an amount not less than 100% of the replacement value of the property with a deductible of no more than \$25,000 each claim. Coverage form shall include, but not be limited to:

- All Risk Coverage including Flood and Windstorm with no coinsurance clause
- Any separate Flood and/or Windstorm deductibles are subject to approval by the City

This policy shall insure the interests of the owner and Lessee in the property against all risk of physical loss and damage, and name the City as a loss payee.

The Contractor shall, at the Contractor's own expense, take all reasonable precautions to protect the Premises from damage or destruction.

Watercraft Liability

Coverage must be afforded in an amount not less than \$1,000,000 per occurrence and must cover

the utilization of watercraft, including Bodily Injury and Property Damage arising out of ownership, maintenance, or use of any watercraft, including owned, non-owned, and hired.

Coverage may be provided in the form of an endorsement to the Commercial General Liability policy, or in the form of a separate policy covering Watercraft Liability or Protection and Indemnity for Bodily Injury and Property Damage.

G. Environmental, Health and Safety

Contractor shall place the highest priority on health and safety and shall maintain a safe working environment during performance of the Work. Contractor shall comply, and shall secure compliance by its employees, agents, and subcontractors, with all applicable environmental, health, safety and security laws and regulations, and performance conditions in this Agreement. Compliance with such requirements shall represent the minimum standard required of Contractor. Contractor shall be responsible for examining all requirements and determine whether additional or more stringent environmental, health, safety and security provisions are required for the Work. Contractor agrees to utilize protective devices as required by applicable laws, regulations, and any industry or Contractor's health and safety plans and regulations, and to pay the costs and expenses thereof, and warrants that all such persons shall be fit and qualified to carry out the Work.

H. Standard of Care

Contractor represents that it is qualified to perform the work, that Contractor and his/her/its subcontractors possess current, valid state and/or local licenses to perform the work, and that their services shall be performed in a manner consistent with that level of care and skill ordinarily exercised by other qualified contractors under similar circumstances.

I. Rights in Documents and Work

Any and all reports, photographs, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of City; and Contractor disclaims any copyright in such materials. In the event of and upon termination of this Agreement, any reports, photographs, surveys, and other data and documents prepared by Contractor, whether finished or unfinished, shall become the property of City and shall be delivered by Contractor to the City's Contract Administrator within seven (7) days of termination of this Agreement by either Party. Any compensation due to Contractor shall be withheld until Contractor delivers all documents to the City as provided herein.

J. Audit Right and Retention of Records

City shall have the right to audit the books, records, and accounts of Contractor and Contractor's subcontractors that are related to this Agreement. Contractor shall keep, and Contractor shall cause Contractor's subcontractors to keep, such books, records, and accounts as may be necessary in order to record complete and correct entries related to this Agreement. All books, records, and accounts of Contractor and Contractor's subcontractors shall be kept in written form, or in a form capable of conversion into written form within a reasonable time, and upon request to do so, Contractor or Contractor's subcontractor, as applicable, shall make same available at no cost to City in written form.

Contractor and Contractor's subcontractors shall preserve and make available, at reasonable times for examination and audit by City in Broward County, Florida, all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for the required retention period of the Florida public records law, Chapter 119, Florida Statutes (2025), as may be amended from time to time, if applicable, or, if the Florida Public Records Act is not applicable, for a minimum period of three (3) years after termination of this

Agreement. If any audit has been initiated and audit findings have not been resolved at the end of the retention period or three (3) years, whichever is longer, the Contractor shall retain the books, records, and accounts until resolution of the audit findings. If the Florida public records law is determined by City to be applicable to Contractor and Contractor's subcontractors' records, Contractor and Contractor's subcontractors shall comply with all requirements thereof; however, Contractor and Contractor's subcontractors shall violate no confidentiality or non-disclosure requirement of either federal or state law. Any incomplete or incorrect entry in such books, records, and accounts shall be a basis for City's disallowance and recovery of any payment upon such entry.

Contractor shall, by written contract, require Contractor's subcontractors to agree to the requirements and obligations of this Section.

The Contractor shall maintain during the term of the Agreement all books of account, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this Agreement.

K. Public Entity Crime Act

Contractor represents that the execution of this Agreement will not violate the Public Entity Crime Act, Section 287.133, Florida Statutes (2025), as may be amended from time to time, which essentially provides that a person or affiliate who is a contractor, consultant, or other provider and who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to City, may not submit a bid on a contract with City for the construction or repair of a public building or public work, may not submit bids on leases of real property to City, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under an Agreement with City, and may not transact any business with City in excess of the threshold amount provided in Section 287.017, Florida Statutes (2025), as may be amended from time to time, for category two purchases for a period of 36 months from the date of being placed on the convicted vendor list. Violation of this section shall result in termination of this Agreement and recovery of all monies paid by City pursuant to this Agreement and may result in debarment from City's competitive procurement activities.

L. Independent Contractor

Contractor is an independent contractor under this Agreement. Services provided by Contractor pursuant to this Agreement shall be subject to the supervision of the Contractor. In providing such services, neither Contractor nor Contractor's agents shall act as officers, employees, or agents of City. No partnership, joint venture, or other joint relationship is created hereby. City does not extend to Contractor or Contractor's agents any authority of any kind to bind City in any respect whatsoever.

M. Inspection and Non-Waiver

Contractor shall permit the representatives of City to inspect and observe the Work at all times.

The failure of the City to insist upon strict performance of any other terms of this Agreement or to exercise any rights conferred by this Agreement shall not be construed by Contractor as a waiver of the City's right to assert or rely on any such terms or rights on any future occasion or as a waiver of any other terms or rights.

N. Assignment and Performance

Neither this Agreement nor any right or interest herein shall be assigned, transferred, or encumbered without the written consent of the other Party. In addition, Contractor shall not

subcontract any portion of the work required by this Agreement, except as provided in the Schedule of Subcontractor Participation. City may terminate this Agreement, effective immediately, if there is any assignment, or attempted assignment, transfer, or encumbrance, by Contractor of this Agreement or any right or interest herein without City's prior written consent.

Contractor represents that each person who will render services pursuant to this Agreement is duly qualified to perform such services by all appropriate governmental authorities, where required, and that each such person is reasonably experienced and skilled in the area(s) for which he or she will render his or her services.

Contractor shall perform Contractor's duties, obligations, and services under this Agreement in a skillful and respectable manner. The quality of Contractor's performance and all interim and final product(s) provided to or on behalf of City shall be comparable to the best local and national standards.

In the event Contractor engages any subcontractor in the performance of this Agreement, Contractor shall ensure that all of Contractor's subcontractors perform in accordance with the terms and conditions of this Agreement. Contractor shall be fully responsible for all of Contractor's subcontractors' performance, and liable for any of Contractor's subcontractors' non-performance and all of Contractor's subcontractors' acts and omissions. Contractor shall defend at Contractor's expense, counsel being subject to City's approval or disapproval, and indemnify and hold City and City's officers, employees, and agents harmless from and against any claim, lawsuit, third party action, fine, penalty, settlement, or judgment, including any award of attorney fees and any award of costs, by or in favor of any of Contractor's subcontractors for payment for work performed for City by any of such subcontractors, and from and against any claim, lawsuit, third party action, fine, penalty, settlement, or judgment, including any award of attorney fees and any award of costs, occasioned by or arising out of any act or omission by any of Contractor's subcontractors or by any of Contractor's subcontractors' officers, agents, or employees. Contractor's use of subcontractors in connection with this Agreement shall be subject to City's prior written approval, which approval City may revoke at any time.

O. Conflicts

Neither Contractor nor any of Contractor's employees shall have or hold any continuing or frequently recurring employment or contractual relationship that is substantially antagonistic or incompatible with Contractor's loyal and conscientious exercise of judgment and care related to Contractor's performance under this Agreement.

Contractor further agrees that none of Contractor's officers or employees shall, during the term of this Agreement, serve as an expert witness against City in any legal or administrative proceeding in which he, she, or Contractor is not a party, unless compelled by court process. Further, Contractor agrees that such persons shall not give sworn testimony or issue a report or writing, as an expression of his or her expert opinion, which is adverse or prejudicial to the interests of City in connection with any such pending or threatened legal or administrative proceeding unless compelled by court process. The limitations of this section shall not preclude Contractor or any persons in any way from representing themselves, including giving expert testimony in support thereof, in any action or in any administrative or legal proceeding.

In the event Contractor is permitted pursuant to this Agreement to utilize subcontractors to perform any services required by this Agreement, Contractor agrees to require such subcontractors, by written contract, to comply with the provisions of this section to the same extent as Contractor.

P. Schedule and Delays

Time is of the essence in this Agreement. By signing, Contractor affirms that it believes the

schedule to be reasonable; provided, however, the Parties acknowledge that the schedule might be modified as the City directs.

Q. Materiality and Waiver of Breach

City and Contractor agree that each requirement, duty, and obligation set forth herein was bargained for at arm's-length and is agreed to by the Parties in exchange for *quid pro quo*, that each is substantial and important to the formation of this Agreement and that each is, therefore, a material term hereof.

City's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement.

R. Compliance With Laws

Contractor shall comply with all applicable federal, state, and local laws, codes, ordinances, rules, and regulations in performing Contractor's duties, responsibilities, and obligations pursuant to this Agreement.

S. Severance

In the event a portion of this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable, the provisions not having been found by a court of competent jurisdiction to be invalid or unenforceable shall continue to be effective.

T. Limitation of Liability

The City desires to enter into this Agreement only if in so doing the City can place a limit on the City's liability for any cause of action for money damages due to an alleged breach by the City of this Agreement, so that its liability for any such breach never exceeds the sum of \$1,000. Contractor hereby expresses its willingness to enter into this Agreement with Contractor's recovery from the City for any damage action for breach of contract or for any action or claim arising from this Agreement to be limited to a maximum amount of \$1,000 less the amount of all funds actually paid by the City to Contractor pursuant to this Agreement.

Accordingly, and notwithstanding any other term or condition of this Agreement, Contractor hereby agrees that the City shall not be liable to Contractor for damages in an amount in excess of \$1,000 which amount shall be reduced by the amount actually paid by the City to Contractor pursuant to this Agreement, for any action for breach of contract or for any action or claim arising out of this Agreement. Nothing contained in this paragraph or elsewhere in this Agreement is in any way intended to be a waiver of the limitation placed upon City's liability as set forth in Section 768.28, Florida Statutes (2025), as may be amended or revised. This section shall survive any cancellation or early termination of this Agreement.

U. Governing Law, Venue, Waiver of Jury Trial

The Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any lawsuit by either party against the other party or otherwise arising out of this Agreement, and for any other legal proceeding, shall be in the courts in and for Broward County, Florida, or in the event of federal jurisdiction, in the Southern District of Florida. THE PARTIES EXPRESSLY WAIVE ANY AND ALL RIGHTS TO A TRIAL BY JURY OF ANY ISSUES RELATED TO THIS AGREEMENT.

V. Amendments

No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by the City's Mayor and/or City Manager, as determined by the Charter and Ordinances of the City of Fort Lauderdale, Florida, and Contractor, or others delegated authority or otherwise authorized to execute same on their behalf.

W. Prior Agreements

This document represents the final and complete understanding of the Parties and incorporates or supersedes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained herein. The Parties agree that there is no commitment, agreement, or understanding concerning the subject matter of this Agreement that is not contained in this written document. Accordingly, the Parties agree that no deviation from the terms hereof shall be predicated upon any prior representation or agreement, whether oral or written.

X. Payable Interest

Except as required and provided for by the Florida Local Government Prompt Payment Act, City shall not be liable for interest for any reason, whether as prejudgment interest or for any other purpose, and in furtherance thereof Contractor waives, rejects, disclaims and surrenders any and all entitlement it has or may have to receive interest in connection with a dispute or claim based on or related to this Agreement.

Y. Representation of Authority

Each individual executing this Agreement on behalf of a party hereto hereby represents and warrants that he or she is, on the date he or she signs this Agreement, duly authorized by all necessary and appropriate action to execute this Agreement on behalf of such party and does so with full legal authority.

Z. Uncontrollable Circumstances ("Force Majeure")

The City and Contractor will be excused from the performance of their respective obligations under this Agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, riot, civil commotion, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance, provided that:

1. The non-performing party gives the other party prompt written notice describing the particulars of the Force Majeure including, but not limited to, the nature of the occurrence and its expected duration, and continues to furnish timely reports with respect thereto during the period of the Force Majeure;
2. The excuse of performance is of no greater scope and of no longer duration than is required by the Force Majeure;
3. No obligations of either party that arose before the Force Majeure causing the excuse of performance are excused as a result of the Force Majeure; and
4. The non-performing party uses its best efforts to remedy its inability to perform. Notwithstanding the above, performance shall not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, the City may excuse performance for a longer term. Economic hardship of the Contractor will not

constitute Force Majeure. The term of the Agreement shall be extended by a period equal to that during which either Party's performance is suspended under this Section.

AA. Scrutinized Companies

The Contractor certifies that it is not on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2025), and that it is not engaged in a boycott of Israel. The City may terminate this Agreement at the City's option if the Contractor is found to have submitted a false certification as provided under subsection (5) of section 287.135, Florida Statutes (2025), as may be amended or revised, or been placed on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2025), as may be amended or revised, or is engaged in a boycott of Israel.

BB. Public Records

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES (2025), TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT CITY CLERK'S OFFICE, ONE EAST BROWARD BOULEVARD, SUITE 444, FORT LAUDERDALE, FLORIDA, 33301, PHONE: 954-828-5002, EMAIL: PRRCONTRACT@FORTLAUDERDALE.GOV.

1. Keep and maintain public records required by the City to perform the service. Contractor shall comply with public records laws, and Contractor shall:
2. Upon request from the City's custodian of public records, provide the City with a copy of 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 (2025), as may be amended or revised, 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 Agreement if the Contractor does not transfer the records to the City.
4. Upon completion of the Agreement, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

CC. Non-Discrimination

The Contractor shall not discriminate against its employees based on the employee's race, color, religion, gender, gender identity, gender expression, marital status, sexual orientation, national origin, age, disability, or any other protected classification as defined by applicable law.

1. The Contractor certifies and represents that the Contractor offers the same health benefits to the domestic partners of its employees as are offered its employees' spouses or offers its employees the cash equivalent of such health benefits because it is unable to provide health benefits to its employees' domestic partners, and that the Contractor will comply with Section 2-187, Code of Ordinances of the City of Fort Lauderdale, Florida, (2025), as may be amended or revised, ("Section 2-187"), during the entire term of this Agreement.
2. The Contractor certifies and represents that it will comply with Section 2-187, Code of Ordinances of the City of Fort Lauderdale, Florida ("Section 2-187").
3. The City may terminate this Agreement if the Contractor fails to comply with Section 2-187.
4. The City may retain all monies due or to become due until the Contractor complies with Section 2-187.
5. The Contractor may be subject to debarment or suspension proceedings. Such proceedings will be consistent with the procedures in section 2-183 of the Code of Ordinances of the City of Fort Lauderdale, Florida.

DD. E-Verify

As a condition precedent to the effectiveness of this Agreement, pursuant to Section 448.095, Florida Statutes (2025), as may be amended or revised, the Contractor and its subcontractors shall register with and use the E-Verify system to electronically verify the employment eligibility of newly hired employees.

1. The Contractor shall require each of its subcontractors, if any, to provide the Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. The Contractor shall maintain a copy of the subcontractor's affidavit for the duration of this Agreement and in accordance with the public records requirements of this Agreement.
2. The City, the Contractor, or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Subsection 448.09(1), Florida Statutes (2025), as may be amended or revised, shall terminate the contract with the person or entity.
3. The City, upon good faith belief that a subcontractor knowingly violated the provisions of Subsection 448.095(5), Florida Statutes (2025), as may be amended or revised, but that the Contractor otherwise complied with Subsection 448.095(5), Florida Statutes (2025), as may be amended or revised, shall promptly notify Contractor and order the Contractor to immediately terminate the contract with the subcontractor, and the Contractor shall comply with such order.
4. A contract terminated under Subparagraph 448.095(5)(c)1. or 2., Florida Statutes (2025), as may be amended or revised, is not a breach of contract and may not be considered as such. If the City terminates this contract under Paragraph 448.095(5)(c), Florida Statutes (2025), as may be amended or revised, the Contractor may not be awarded a public contract for at least one year after the date on which the contract was terminated. The Contractor is liable for any additional costs incurred by the City as a result of termination of this Agreement.
5. Contractor shall include in each of its subcontracts, if any, the requirements set forth in this Section VI.DD., including this subparagraph, requiring any and all subcontractors, as defined in Subsection 448.095(1)(e), Florida Statutes (2025), as may be amended or revised, to

include all of the requirements of this Section VI.DD. in their subcontracts. Contractor shall be responsible for compliance by any and all subcontractors, as defined in Subsection 448.095(1)(e), Florida Statutes (2025), as may be amended or revised, with the requirements of Section 448.095, Florida Statutes (2025), as may be amended or revised.

EE. Notices

Whenever it is provided herein that notice of default, demand, request or other communication shall or may be given to, or served upon, either of the parties by the other, or either of the parties shall desire to give or serve upon the other any notice of default, demand, request or other communication with respect hereto or with respect to any matter set forth in this Agreement, each such notice of default, demand, request or other communication shall be in writing and any law or statute to the contrary notwithstanding shall not be effective for any purpose unless the same shall be given by hand delivery, or by a nationally recognized overnight courier, or by mailing the same by registered or certified mail, postage prepaid, return receipt requested, addressed to the party at the address set forth below, or at such other address or addresses and to such other person or firm as each party may from time to time designate by notice as herein provided.

AS TO CITY:

Rickelle Williams, City Manager
City Fort Lauderdale
100 North Andrews Avenue
Fort Lauderdale, Florida 33301

AS TO CONTRACTOR:

_____, President
Vendor Co. Name Here
Street Address
City, State Zip Code

FF. Foreign Countries of Concern

As a condition precedent to the effectiveness of this Agreement, the Contractor shall provide the City with an affidavit signed by an officer or representative of the Contractor under penalty of perjury attesting that the Contractor does not meet any of the criteria in paragraphs (2)(a)-(c) of Section 287.138, Florida Statutes (2025), as may be amended or revised.

IN WITNESS WHEREOF, the City and the Contractor execute this Agreement as follows:

City of Fort Lauderdale

By: _____
Greg Chavarria, City Manager

Approved as to form and correctness:

By: _____
Assistant City Attorney

WITNESSES:

Vendor Co. Name Here

Signature

By: _____
_____, President

Print Name

Signature

Print Name

ATTEST:

(CORPORATE SEAL)

By: _____
_____, Vice President

STATE OF _____:
COUNTY OF _____:

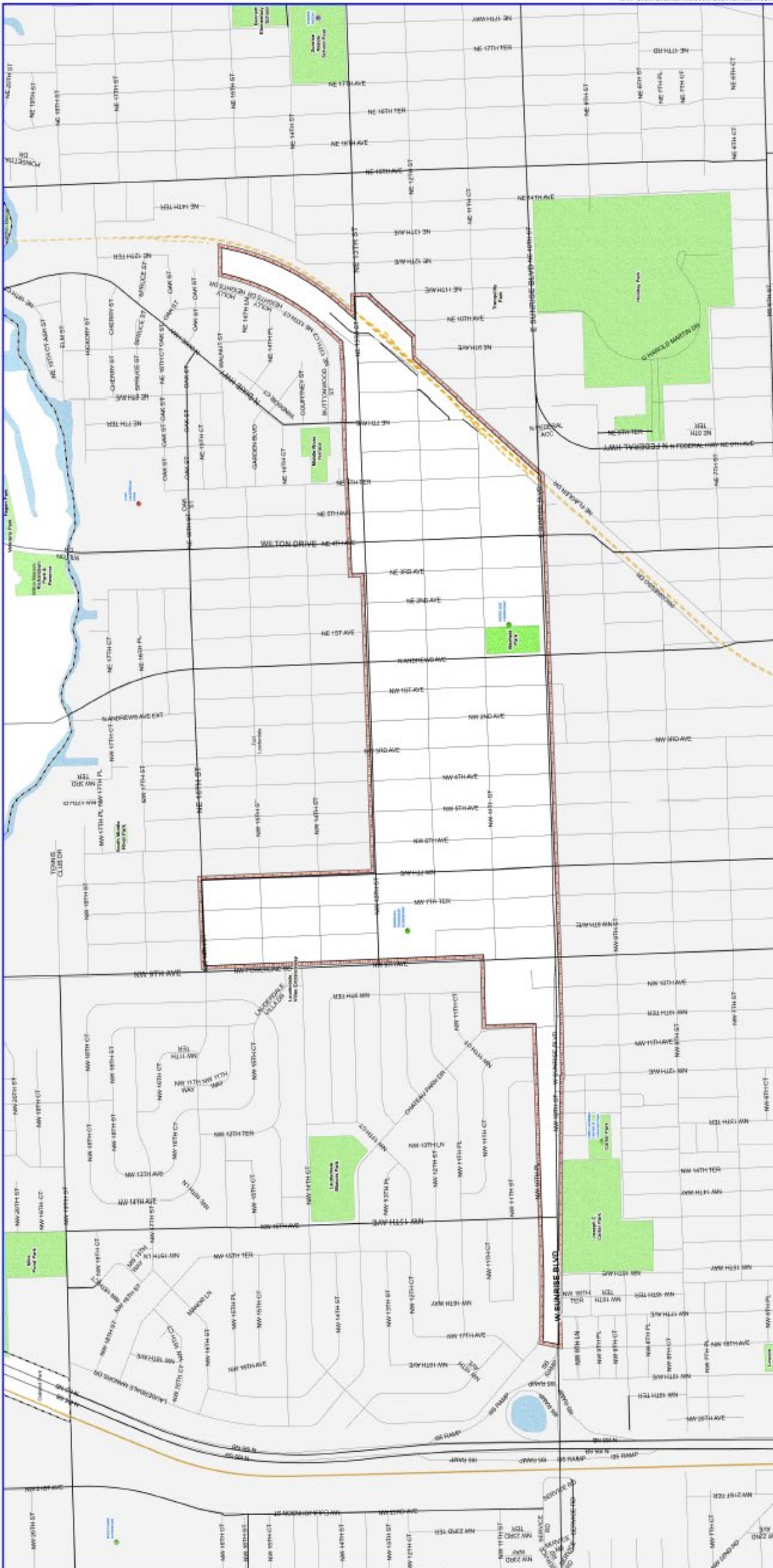
The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this day of _____, 2025, by _____ as President for _____, a Florida corporation.

(SEAL)

Notary Public, State of _____
(Signature of Notary Public)

(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known ____ OR Produced Identification _____
Type of Identification Produced _____



GIS
Fort Lauderdale
2/27/2024

Central City CRA

- Legend**
- Central City CRA
 - Public School
 - High School
 - Middle School
 - Elementary School
 - City Parks
 - City Parks
 - Rail - Rail
 - Amtrak / CSK
 - Future
 - Passenger
 - Rail / FEC



CITY OF FORT LAUDERDALE

**CITY OF FORT LAUDERDALE
GENERAL CONDITIONS**

These instructions and conditions are standard for all contracts for commodities or services issued through the City of Fort Lauderdale Procurement Services Division. The City may delete, supersede, or modify any of these standard instructions for a particular contract by indicating such change in the Invitation to Bid (ITB) Special Conditions, Technical Specifications, Instructions, Proposal Pages, Addenda, and Legal Advertisement. In this general conditions document, Invitation to Bid (ITB), Request for Qualifications (RFQ), and Request for Proposal (RFP) are interchangeable.

PART I BIDDER PROPOSAL PAGE(S) CONDITIONS:

- 1.01 BIDDER ADDRESS:** The City maintains automated vendor address lists that have been generated for each specific Commodity Class item through our bid issuing service, BidSync. Notices of Invitations to Bid (ITB'S) are sent by e-mail to the selection of bidders who have fully registered with BidSync or faxed (if applicable) to every vendor on those lists, who may then view the bid documents online. Bidders who have been informed of a bid's availability in any other manner are responsible for registering with BidSync in order to view the bid documents. There is no fee for doing so. If you wish bid notifications be provided to another e-mail address or fax, please contact BidSync. If you wish purchase orders sent to a different address, please so indicate in your bid response. If you wish payments sent to a different address, please so indicate on your invoice.
- 1.02 DELIVERY:** Time will be of the essence for any orders placed as a result of this ITB. The City reserves the right to cancel any orders, or part thereof, without obligation if delivery is not made in accordance with the schedule specified by the Bidder and accepted by the City.
- 1.03 PACKING SLIPS:** It will be the responsibility of the awarded Contractor, to attach all packing slips to the OUTSIDE of each shipment. Packing slips must provide a detailed description of what is to be received and reference the City of Fort Lauderdale purchase order number that is associated with the shipment. Failure to provide a detailed packing slip attached to the outside of shipment may result in refusal of shipment at Contractor's expense.
- 1.04 PAYMENT TERMS AND CASH DISCOUNTS:** Payment terms, unless otherwise stated in this ITB, will be considered to be net 45 days after the date of satisfactory delivery at the place of acceptance and receipt of correct invoice at the office specified, whichever occurs last. Bidder may offer cash discounts for prompt payment but they will not be considered in determination of award. If a Bidder offers a discount, it is understood that the discount time will be computed from the date of satisfactory delivery, at the place of acceptance, and receipt of correct invoice, at the office specified, whichever occurs last.
- 1.05 TOTAL BID DISCOUNT:** If Bidder offers a discount for award of all items listed in the bid, such discount shall be deducted from the total of the firm net unit prices bid and shall be considered in tabulation and award of bid.
- 1.06 BIDS FIRM FOR ACCEPTANCE:** Bidder warrants, by virtue of bidding, that the bid and the prices quoted in the bid will be firm for acceptance by the City for a period of one hundred twenty (120) days from the date of bid opening unless otherwise stated in the ITB.
- 1.07 VARIANCES:** For purposes of bid evaluation, Bidder's must indicate any variances, no matter how slight, from ITB General Conditions, Special Conditions, Specifications or Addenda in the space provided in the ITB. No variations or exceptions by a Bidder will be considered or deemed a part of the bid submitted unless such variances or exceptions are listed in the bid and referenced in the space provided on the bidder proposal pages. If variances are not stated, or referenced as required, it will be assumed that the product or service fully complies with the City's terms, conditions, and specifications.

By receiving a bid, City does not necessarily accept any variances contained in the bid. All variances submitted are subject to review and approval by the City. If any bid contains material variances that, in the City's sole opinion, make that bid conditional in nature, the City reserves the right to reject the bid or part of the bid that is declared by the City as conditional.

- 1.08 NO BIDS:** If you do not intend to bid please indicate the reason, such as insufficient time to respond, do not offer product or service, unable to meet specifications, schedule would not permit, or any other reason, in the space provided in this ITB. Failure to bid or return no bid comments prior to the bid due and opening date and time, indicated in this ITB, may result in your firm being deleted from our Bidder's registration list for the Commodity Class Item requested in this ITB.
- 1.09 MINORITY AND WOMEN BUSINESS ENTERPRISE PARTICIPATION AND BUSINESS DEFINITIONS:** The City of Fort Lauderdale wants to increase the participation of Minority Business Enterprises (MBE), Women Business Enterprises (WBE), and Small Business Enterprises (SBE) in its procurement activities. If your firm qualifies in accordance with the below definitions please indicate in the space provided in this ITB.

Minority Business Enterprise (MBE) "A Minority Business" is a business enterprise that is owned or controlled by one or more socially or economically disadvantaged persons. Such disadvantage may arise from cultural, racial, chronic economic circumstances or background or other similar cause. Such persons include, but are not limited to: Blacks, Hispanics, Asian Americans, and Native Americans.

The term "Minority Business Enterprise" means a business at least 51 percent of which is owned by minority group members or, in the case of a publicly owned business, at least 51 percent of the stock of which is owned by minority group members. For the purpose of the preceding sentence, minority group members are citizens of the United States who include, but are not limited to: Blacks, Hispanics, Asian Americans, and Native Americans.

Women Business Enterprise (WBE) a "Women Owned or Controlled Business" is a business enterprise at least 51 percent of which is owned by females or, in the case of a publicly owned business, at least 51 percent of the stock of which is owned by females.

Small Business Enterprise (SBE) "Small Business" means a corporation, partnership, sole proprietorship, or other legal entity formed for the purpose of making a profit, which is independently owned and operated, has either fewer than 100 employees or less than \$1,000,000 in annual gross receipts.

BLACK, which includes persons having origins in any of the Black racial groups of Africa.

WHITE, which includes persons whose origins are Anglo-Saxon and Europeans and persons of Indo-European decent including Pakistani and East Indian.

HISPANIC, which includes persons of Mexican, Puerto Rican, Cuban, Central and South American, or other Spanish culture or origin, regardless of race.

NATIVE AMERICAN, which includes persons whose origins are American Indians, Eskimos, Aleuts, or Native Hawaiians.

ASIAN AMERICAN, which includes persons having origin in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands.

1.10 MINORITY-WOMEN BUSINESS ENTERPRISE PARTICIPATION

It is the desire of the City of Fort Lauderdale to increase the participation of minority (MBE) and women-owned (WBE) businesses in its contracting and

procurement programs. While the City does not have any preference or set aside programs in place, it is committed to a policy of equitable participation for these firms. Proposers are requested to include in their proposals a narrative describing their past accomplishments and intended actions in this area. If proposers are considering minority or women owned enterprise participation in their proposal, those firms, and their specific duties have to be identified in the proposal. If a proposer is considered for award, he or she will be asked to meet with City staff so that the intended MBE/WBE participation can be formalized and included in the subsequent contract.

1.11 SCRUTINIZED COMPANIES

As a condition precedent to the effectiveness of this Agreement, subject to *Odebrecht Construction, Inc., v. Prasad*, 876 F.Supp.2d 1305 (S.D. Fla. 2012), *affirmed*, *Odebrecht Construction, Inc., v. Secretary, Florida Department of Transportation*, 715 F.3d 1268 (11th Cir. 2013), with regard to the "Cuba Amendment," the Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and that it does not have business operations in Cuba or Syria, as provided in section 287.135, Florida Statutes (2023), as may be amended or revised. As a condition precedent to any contract for goods or services of any amount and as a condition precedent to the renewal of any contract for goods or services of any amount, the Contractor certifies that it is not on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2023), and that it is not engaged in a boycott of Israel. The City may terminate this Agreement at the City's option if the Contractor is found to have submitted a false certification as provided under subsection (5) of section 287.135, Florida Statutes (2023), as may be amended or revised, or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2023), as may be amended or revised, or is engaged in a boycott of Israel, or has been engaged in business operations in Cuba or Syria, as defined in Section 287.135, Florida Statutes (2023), as may be amended or revised.

1.12 DEBARRED OR SUSPENDED BIDDERS OR PROPOSERS

The bidder or proposer certifies, by submission of a response to this solicitation, that neither it nor its principals and subcontractors are presently debarred or suspended by any Federal department or agency.

Part II DEFINITIONS/ORDER OF PRECEDENCE:

2.01 BIDDING DEFINITIONS The City will use the following definitions in its general conditions, special conditions, technical specifications, instructions to bidders, addenda and any other document used in the bidding process:

INVITATION TO BID (ITB) The solicitation document used for soliciting competitive sealed bids for goods or services.

INVITATION TO NEGOTIATE (ITN) All solicitation documents, regardless of medium, whether attached to or incorporated by reference in solicitations for responses from firms that invite proposals from interested and qualified firms so the city may enter into negotiations with the firm(s) determined most capable of providing the required goods or services.

REQUEST FOR PROPOSALS (RFP) A solicitation method used for soliciting competitive sealed proposals to determine the best value among proposals for goods or services for which price may not be the prevailing factor in award of the contract, or the scope of work, specifications or contract terms and conditions may be difficult to define. Such solicitation will consider the qualifications of the proposers along with evaluation of each proposal using identified and generally weighted evaluation criteria. RFPs may include price criteria whenever feasible, at the discretion of the city.

REQUEST FOR QUALIFICATIONS (RFQ) A solicitation method used for requesting statements of qualifications in order to determine the most qualified proposer for professional services.

BID – a price and terms quote received in response to an ITB.

PROPOSAL – a proposal received in response to an RFP.

BIDDER – Person or firm submitting a Bid.

PROPOSER – Person or firm submitting a Proposal.

RESPONSIVE BIDDER – A firm who has submitted a bid, offer, quote, or response which conforms in all material respects to the competitive solicitation document and all of its requirements.

RESPONSIBLE BIDDER – A firm who is fully capable of meeting all requirements of the solicitation and subsequent contract. The respondent must possess the full capability, including financial and technical, ability, business judgment, experience, qualifications, facilities, equipment, integrity, capability, and reliability, in all respects to perform fully the contract requirements and assure good faith performance as determined by the city.

FIRST RANKED PROPOSER – That Proposer, responding to a City RFP, whose Proposal is deemed by the City, the most advantageous to the City after applying the evaluation criteria contained in the RFP.

SELLER – Successful Bidder or Proposer who is awarded a Purchase Order or Contract to provide goods or services to the City.

CONTRACTOR – Any firm having a contract with the city. Also referred to as a "Vendor".

CONTRACT – All types of agreements, including purchase orders, for procurement of supplies, services, and construction, regardless of what these agreements may be called.

CONSULTANT – A firm providing professional services for the city.

2.02 SPECIAL CONDITIONS: Any and all Special Conditions contained in this ITB that may be in variance or conflict with these General Conditions shall have precedence over these General Conditions. If no changes or deletions to General Conditions are made in the Special Conditions, then the General Conditions shall prevail in their entirety,

PART III BIDDING AND AWARD PROCEDURES:

3.01 SUBMISSION AND RECEIPT OF BIDS: To receive consideration, bids must be received prior to the bid opening date and time. Unless otherwise specified, Bidders should use the proposal forms provided by the City. These forms may be duplicated, but failure to use the forms may cause the bid to be rejected. Any erasures or corrections on the bid must be made in ink and initialed by Bidder in ink. All information submitted by the Bidder shall be printed, typewritten, or filled in with pen and ink. Bids shall be signed in ink. Separate bids must be submitted for each ITB issued by the City in separate sealed envelopes properly marked. When a particular ITB or RFP requires multiple copies of bids or proposals they may be included in a single envelope or package properly sealed and identified. Only send bids via facsimile transmission (FAX) if the ITB specifically states that bids sent via FAX will be considered. If such a statement is not included in the ITB, bids sent via FAX will be rejected. Bids will be publicly opened in the Procurement Office, or other designated area, in the presence of Bidders, the public, and City staff. Bidders and the public are invited and encouraged to attend bid openings. Bids will be tabulated and made available for review by Bidder's and the public in accordance with applicable regulations.

3.02 MODEL NUMBER CORRECTIONS: If the model number for the make specified in this ITB is incorrect, or no longer available and replaced with an updated model with new specifications, the Bidder shall enter the correct model number on the bidder proposal page. In the case of an updated model with new specifications, Bidder shall provide adequate information to allow the City to determine if the model bid meets the City's requirements.

- 3.03 PRICES QUOTED:** Deduct trade discounts and quote firm net prices. Give both unit price and extended total. In the case of a discrepancy in computing the amount of the bid, the unit price quoted will govern. All prices quoted shall be F.O.B. destination, freight prepaid (Bidder pays and bears freight charges, Bidder owns goods in transit and files any claims), unless otherwise stated in Special Conditions. Each item must be bid separately. No attempt shall be made to tie any item or items contained in the ITB with any other business with the City.
- 3.04 TAXES:** The City of Fort Lauderdale is exempt from Federal Excise and Florida Sales taxes on direct purchase of tangible property. Exemption number for EIN is 59-6000319, and State Sales tax exemption number is 85-8013875578C-1.
- 3.05 WARRANTIES OF USAGE:** Any quantities listed in this ITB as estimated or projected are provided for tabulation and information purposes only. No warranty or guarantee of quantities is given or implied. It is understood that the Contractor will furnish the City's needs as they arise.
- 3.06 APPROVED EQUAL:** When the technical specifications call for a brand name, manufacturer, make, model, or vendor catalog number with acceptance of APPROVED EQUAL, it shall be for the purpose of establishing a level of quality and features desired and acceptable to the City. In such cases, the City will be receptive to any unit that would be considered by qualified City personnel as an approved equal. In that the specified make and model represent a level of quality and features desired by the City, the Bidder must state clearly in the bid any variance from those specifications. It is the Bidder's responsibility to provide adequate information, in the bid, to enable the City to ensure that the bid meets the required criteria. If adequate information is not submitted with the bid, it may be rejected. The City will be the sole judge in determining if the item bid qualifies as an approved equal.
- 3.07 MINIMUM AND MANDATORY TECHNICAL SPECIFICATIONS:** The technical specifications may include items that are considered minimum, mandatory, or required. If any Bidder is unable to meet or exceed these items, and feels that the technical specifications are overly restrictive, the bidder must notify the Procurement Services Division immediately. Such notification must be received by the Procurement Services Division prior to the deadline contained in the ITB, for questions of a material nature, or prior to five (5) days before bid due and open date, whichever occurs first. If no such notification is received prior to that deadline, the City will consider the technical specifications to be acceptable to all bidders.
- 3.08 MISTAKES:** Bidders are cautioned to examine all terms, conditions, specifications, drawings, exhibits, addenda, delivery instructions and special conditions pertaining to the ITB. Failure of the Bidder to examine all pertinent documents shall not entitle the bidder to any relief from the conditions imposed in the contract.
- 3.09 SAMPLES AND DEMONSTRATIONS:** Samples or inspection of product may be requested to determine suitability. Unless otherwise specified in Special Conditions, samples shall be requested after the date of bid opening, and if requested should be received by the City within seven (7) working days of request. Samples, when requested, must be furnished free of expense to the City and if not used in testing or destroyed, will upon request of the Bidder, be returned within thirty (30) days of bid award at Bidder's expense. When required, the City may request full demonstrations of units prior to award. When such demonstrations are requested, the Bidder shall respond promptly and arrange a demonstration at a convenient location. Failure to provide samples or demonstrations as specified by the City may result in rejection of a bid.
- 3.10 LIFE CYCLE COSTING:** If so specified in the ITB, the City may elect to evaluate equipment proposed on the basis of total cost of ownership. In using Life Cycle Costing, factors such as the following may be considered: estimated useful life, maintenance costs, cost of supplies, labor intensity, energy usage, environmental impact, and residual value. The City reserves the right to use those or other applicable criteria, in its sole opinion that will most accurately estimate total cost of use and ownership.
- 3.11 BIDDING ITEMS WITH RECYCLED CONTENT:** In addressing environmental concerns, the City of Fort Lauderdale encourages Bidders to submit bids or alternate bids containing items with recycled content. When submitting bids containing items with recycled content, Bidder shall provide documentation adequate for the City to verify the recycled content. The City prefers packaging consisting of materials that are degradable or able to be recycled. When specifically stated in the ITB, the City may give preference to bids containing items manufactured with recycled material or packaging that is able to be recycled.
- 3.12 USE OF OTHER GOVERNMENTAL CONTRACTS:** The City reserves the right to reject any part or all of any bids received and utilize other available governmental contracts, if such action is in its best interest.
- 3.13 QUALIFICATIONS/INSPECTION:** Bids will only be considered from firms normally engaged in providing the types of commodities/services specified herein. The City reserves the right to inspect the Bidder's facilities, equipment, personnel, and organization at any time, or to take any other action necessary to determine Bidder's ability to perform. The Procurement Director reserves the right to reject bids where evidence or evaluation is determined to indicate inability to perform.
- 3.14 BID SURETY:** If Special Conditions require a bid security, it shall be submitted in the amount stated. A bid security can be in the form of a bid bond or cashier's check. Bid security will be returned to the unsuccessful bidders as soon as practicable after opening of bids. Bid security will be returned to the successful bidder after acceptance of the performance bond, if required; acceptance of insurance coverage, if required; and full execution of contract documents, if required; or conditions as stated in Special Conditions.
- 3.15 PUBLIC RECORDS/TRADE SECRETS/COPYRIGHT:** The Proposer's response to the RFP is a public record pursuant to Florida law, which is subject to disclosure by the City under the State of Florida Public Records Law, Florida Statutes Chapter 119.07 ("Public Records Law"). The City shall permit public access to all documents, papers, letters or other material submitted in connection with this RFP and the Contract to be executed for this RFP, subject to the provisions of Chapter 119.07 of the Florida Statutes.

Any language contained in the Proposer's response to the RFP purporting to require confidentiality of any portion of the Proposer's response to the RFP, except to the extent that certain information is in the City's opinion a Trade Secret pursuant to Florida law, shall be void. If a Proposer submits any documents or other information to the City which the Proposer claims is Trade Secret information and exempt from Florida Statutes Chapter 119.07 ("Public Records Laws"), the Proposer shall clearly designate that it is a Trade Secret and that it is asserting that the document or information is exempt. The Proposer must specifically identify the exemption being claimed under Florida Statutes 119.07. The City shall be the final arbiter of whether any information contained in the Proposer's response to the RFP constitutes a Trade Secret. The city's determination of whether an exemption applies shall be final, and the proposer agrees to defend, indemnify, and hold harmless the City and the City's officers, employees, and agents, against any loss or damages incurred by any person or entity as a result of the City's treatment of records as public records. In addition, the proposer agrees to defend, indemnify, and hold harmless the City and the City's officers, employees, and agents, against any loss or damages incurred by any person or entity as a result of the City's treatment of records as exempt from disclosure or confidential. Proposals bearing copyright symbols or otherwise purporting to be subject to copyright protection in full or in part may be rejected. The proposer authorizes the City to publish, copy, and reproduce any and all documents submitted to the City bearing copyright symbols or otherwise purporting to be subject to copyright protection.

EXCEPT FOR CLEARLY MARKED PORTIONS THAT ARE BONA FIDE TRADE SECRETS PURSUANT TO FLORIDA LAW, DO NOT MARK YOUR RESPONSE TO THE RFP AS PROPRIETARY OR CONFIDENTIAL. DO NOT MARK YOUR RESPONSE TO THE RFP OR ANY PART THEREOF AS COPYRIGHTED.

3.16 PROHIBITION OF INTEREST: No contract will be awarded to a bidding firm who has City elected officials, officers or employees affiliated with it, unless the bidding firm has fully complied with current Florida State Statutes and City Ordinances relating to this issue. Bidders must disclose any such affiliation. Failure to disclose any such affiliation will result in disqualification of the Bidder and removal of the Bidder from the City's bidder lists and prohibition from engaging in any business with the City.

3.17 RESERVATIONS FOR AWARD AND REJECTION OF BIDS: The City reserves the right to accept or reject any or all bids, part of bids, and to waive minor irregularities or variations to specifications contained in bids, and minor irregularities in the bidding process. The City also reserves the right to award the contract on a split order basis, lump sum basis, individual item basis, or such combination as shall best serve the interest of the City. The City reserves the right to make an award to the responsive and responsible bidder whose product or service meets the terms, conditions, and specifications of the ITB and whose bid is considered to best serve the City's interest. In determining the responsiveness of the offer and the responsibility of the Bidder, the following shall be considered when applicable: the ability, capacity and skill of the Bidder to perform as required; whether the Bidder can perform promptly, or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the Bidder; the quality of past performance by the Bidder; the previous and existing compliance by the Bidder with related laws and ordinances; the sufficiency of the Bidder's financial resources; the availability, quality and adaptability of the Bidder's supplies or services to the required use; the ability of the Bidder to provide future maintenance, service or parts; the number and scope of conditions attached to the bid.

If the ITB provides for a contract trial period, the City reserves the right, in the event the selected bidder does not perform satisfactorily, to award a trial period to the next ranked bidder or to award a contract to the next ranked bidder, if that bidder has successfully provided services to the City in the past. This procedure to continue until a bidder is selected or the contract is re-bid, at the sole option of the City.

3.18 LEGAL REQUIREMENTS: Applicable provisions of all federal, state, county laws, and local ordinances, rules and regulations, shall govern development, submittal and evaluation of all bids received in response hereto and shall govern any and all claims and disputes which may arise between person(s) submitting a bid response hereto and the City by and through its officers, employees and authorized representatives, or any other person, natural or otherwise; and lack of knowledge by any bidder shall not constitute a cognizable defense against the legal effect thereof.

3.19 BID PROTEST PROCEDURE: Any proposer or bidder who is not recommended for award of a contract and who alleges a failure by the city to follow the city's procurement ordinance or any applicable law may protest to the chief procurement officer, by delivering a letter of protest to the director of finance within five (5) days after a notice of intent to award is posted on the city's web site at the following url: <https://www.fortlauderdale.gov/departments/finance/procurement-services/notices-of-intent-to-award>

The complete protest ordinance may be found on the city's web site at the following url:
https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeid=coor_ch2ad_artvfi_div2pr_s2-182direpr

PART IV BONDS AND INSURANCE

4.01 PERFORMANCE BOND: If a performance bond is required in Special Conditions, the Contractor shall within fifteen (15) working days after notification of award, furnish to the City a Performance Bond, payable to the City of Fort Lauderdale, Florida, in the face amount specified in Special Conditions as surety for faithful performance under the terms and conditions of the contract. If the bond is on an annual coverage basis, renewal for each succeeding year shall be submitted to the City thirty (30) days prior to the termination date of the existing Performance Bond. The Performance Bond must be executed by a surety company of recognized standing, authorized to do business in the State of Florida and having a resident agent.

Acknowledgement and agreement is given by both parties that the amount herein set for the Performance Bond is not intended to be nor shall be deemed to be in the nature of liquidated damages nor is it intended to limit the liability of the Contractor to the City in the event of a material breach of this Agreement by the Contractor.

4.02 INSURANCE: The Contractor shall assume full responsibility and expense to obtain all necessary insurance as required by City or specified in Special Conditions.

The Contractor shall provide to the Procurement Services Division original certificates of coverage and receive notification of approval of those certificates by the City's Risk Manager prior to engaging in any activities under this contract. The Contractor's insurance is subject to the approval of the City's Risk Manager. The certificates must list the City as an ADDITIONAL INSURED for General Liability Insurance and shall have no less than thirty (30) days written notice of cancellation or material change. Further modification of the insurance requirements may be made at the sole discretion of the City's Risk Manager if circumstances change or adequate protection of the City is not presented. Bidder, by submitting the bid, agrees to abide by such modifications.

PART V PURCHASE ORDER AND CONTRACT TERMS:

5.01 COMPLIANCE WITH SPECIFICATIONS, LATE DELIVERIES/PENALTIES: Items offered may be tested for compliance with bid specifications. Items delivered which do not conform to bid specifications may be rejected and returned at Contractor's expense. Any violation resulting in contract termination for cause or delivery of items not conforming to specifications, or late delivery may also result in:

- Bidder's name being removed from the City's bidder's mailing list for a specified period and Bidder will not be recommended for any award during that period.
- All City Departments being advised to refrain from doing business with the Bidder.
- All other remedies in law or equity.

5.02 ACCEPTANCE, CONDITION, AND PACKAGING: The material delivered in response to ITB award shall remain the property of the Seller until a physical inspection is made and the material accepted to the satisfaction of the City. The material must comply fully with the terms of the ITB, be of the required quality, new, and the latest model. All containers shall be suitable for storage and shipment by common carrier, and all prices shall include standard commercial packaging. The City will not accept substitutes of any kind. Any substitutes or material not meeting specifications will be returned at the Bidder's expense. Payment will be made only after City receipt and acceptance of materials or services.

5.03 SAFETY STANDARDS: All manufactured items and fabricated assemblies shall comply with applicable requirements of the Occupation Safety and Health Act of 1970 as amended.

- 5.04 ASBESTOS STATEMENT:** All material supplied must be 100% asbestos free. Bidder, by virtue of bidding, certifies that if awarded any portion of the ITB the bidder will supply only material or equipment that is 100% asbestos free.
- 5.05 OTHER GOVERNMENTAL ENTITIES:** If the Bidder is awarded a contract as a result of this ITB, the bidder may, if the bidder has sufficient capacity or quantities available, provide to other governmental agencies, so requesting, the products or services awarded in accordance with the terms and conditions of the ITB and resulting contract. Prices shall be F.O.B. delivered to the requesting agency.
- 5.06 VERBAL INSTRUCTIONS PROCEDURE:** No negotiations, decisions, or actions shall be initiated or executed by the Contractor as a result of any discussions with any City employee. Only those communications which are in writing from an authorized City representative may be considered. Only written communications from Contractors, which are assigned by a person designated as authorized to bind the Contractor, will be recognized by the City as duly authorized expressions on behalf of Contractors.
- 5.07 INDEPENDENT CONTRACTOR:** The Contractor is an independent contractor under this Agreement. Personal services provided by the Proposer shall be by employees of the Contractor and subject to supervision by the Contractor, and not as officers, employees, or agents of the City. Personnel policies, tax responsibilities, social security, health insurance, employee benefits, procurement policies unless otherwise stated in this ITB, and other similar administrative procedures applicable to services rendered under this contract shall be those of the Contractor.
- 5.08 INDEMNITY/HOLD HARMLESS AGREEMENT:** Contractor shall protect and defend at Contractor's expense, counsel being subject to the City's approval, and indemnify and hold harmless the City and the City's officers, employees, volunteers, and agents from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, expenses, or liabilities, including any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any act or omission by the Contractor or by any officer, employee, agent, invitee, subcontractor, or sublicensee of the Contractor. Without limiting the foregoing, any and all such claims, suits, or other actions relating to personal injury, death, damage to property, defects in materials or workmanship, actual or alleged violations of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court shall be included in the indemnity hereunder.
- 5.09 TERMINATION FOR CAUSE:** If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the provisions of this Agreement, the City may upon written notice to the Contractor terminate the right of the Contractor to proceed under this Agreement, or with such part or parts of the Agreement as to which there has been default, and may hold the Contractor liable for any damages caused to the City by reason of such default and termination. In the event of such termination, any completed services performed by the Contractor under this Agreement shall, at the option of the City, become the City's property and the Contractor shall be entitled to receive equitable compensation for any work completed to the satisfaction of the City. The Contractor, however, shall not be relieved of liability to the City for damages sustained by the City by reason of any breach of the Agreement by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the amount of damages due to the City from the Contractor can be determined.
- 5.10 TERMINATION FOR CONVENIENCE:** The City reserves the right, in the City's best interest as determined by the City, to cancel any contract by giving written notice to the Contractor thirty (30) days prior to the effective date of such cancellation.
- 5.11 CANCELLATION FOR UNAPPROPRIATED FUNDS:** The obligation of the City for payment to a Contractor is limited to the availability of funds appropriated in a current fiscal period, and continuation of the contract into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.
- 5.12 RECORDS/AUDIT:** The Contractor shall maintain during the term of the contract all books of account, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The Contractor agrees to make available to the City Auditor or the City Auditor's designee, during normal business hours and in Broward, Miami-Dade or Palm Beach Counties, all books of account, reports, and records relating to this contract. The Contractor shall retain all books of account, reports, and records relating to this contract for the duration of the contract and for three years after the final payment under this Agreement, until all pending audits, investigations or litigation matters relating to the contract are closed, or until expiration of the records retention period prescribed by Florida law or the records retention schedules adopted by the Division of Library and Information Services of the Florida Department of State, whichever is later.
- 5.13 PERMITS, TAXES, LICENSES:** The successful Contractor shall, at his/her/its own expense, obtain all necessary permits, pay all licenses, fees and taxes, required to comply with all local ordinances, state and federal laws, rules and regulations applicable to business to be carried out under this contract.
- 5.14 LAWS/ORDINANCES:** The Contractor shall observe and comply with all Federal, state, local and municipal laws, ordinances rules and regulations that would apply to this contract.

NON-DISCRIMINATION: The Contractor shall not, in any of its activities, including employment, discriminate against any individual on the basis of race, color, national origin, age, religion, creed, sex, disability, sexual orientation, gender, gender identity, gender expression, marital status, or any other protected classification as defined by applicable law.

1. The Contractor certifies and represents that the Contractor will comply with Section 2-187, Code of Ordinances of the City of Fort Lauderdale, Florida, (2019), as may be amended or revised, ("Section 2-187"), during the entire term of this Agreement.
2. The failure of the Contractor to comply with Section 2-187 shall be deemed to be a material breach of this Agreement, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.
3. The City may terminate this Agreement if the Contractor fails to comply with Section 2-187.
4. The City may retain all monies due or to become due until the Contractor complies with Section 2-187.
5. The Contractor may be subject to debarment or suspension proceedings. Such proceedings will be consistent with the procedures in section 2-183 of the Code of Ordinances of the City of Fort Lauderdale, Florida.

- 5.15 UNUSUAL CIRCUMSTANCES:** If during a contract term where costs to the City are to remain firm or adjustments are restricted by a percentage or CPI cap, unusual circumstances that could not have been foreseen by either party of the contract occur, and those circumstances significantly affect the Contractor's cost in providing the required prior items or services, then the Contractor may request adjustments to the costs to the City to reflect the changed circumstances. The circumstances must be beyond the control of the Contractor, and the requested adjustments must be fully documented. The City may, after examination, refuse to accept the adjusted costs if they are not properly documented, increases are considered to be excessive, or decreases are considered to be insufficient. In the event the City does not wish to accept the adjusted costs and the matter cannot be resolved to the satisfaction of the City, the City will reserve the following options:

1. The contract can be canceled by the City upon giving thirty (30) days written notice to the Contractor with no penalty to the City or Contractor. The Contractor shall fill all City requirements submitted to the Contractor until the termination date contained in the notice.
2. The City requires the Contractor to continue to provide the items and services at the firm fixed (non-adjusted) cost until the termination of the contract term then in effect.
3. If the City, in its interest and in its sole opinion, determines that the Contractor in a capricious manner attempted to use this section of the contract to relieve Contractor of a legitimate obligation under the contract, and no unusual circumstances had occurred, the City reserves the right to take any and all action under law or equity. Such action shall include, but not be limited to, declaring the Contractor in default and disqualifying Contractor from receiving any business from the City for a stated period of time.

If the City does agree to adjusted costs, these adjusted costs shall not be invoiced to the City until the Contractor receives notice in writing signed by a person authorized to bind the City in such matters.

- 5.16 ELIGIBILITY:** If applicable, the Contractor must first register with the Florida Department of State in accordance with Florida Statutes, prior to entering into a contract with the City.
- 5.17 PATENTS AND ROYALTIES:** The Contractor, without exception, shall defend, indemnify, and hold harmless the City and the City's employees, officers, employees, volunteers, and agents from and against liability of any nature and kind, including cost and expenses for or on account of any copyrighted, patented or un-patented invention, process, or article manufactured or used in the performance of the contract, including their use by the City. If the Contractor uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include any and all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.
- 5.18 ASSIGNMENT:** Contractor shall not transfer or assign the performance required by this ITB without the prior written consent of the City. Any award issued pursuant to this ITB, and the monies, which may become due hereunder, are not assignable except with the prior written approval of the City Commission or the City Manager or City Manager's designee, depending on original award approval.
- 5.19 GOVERNING LAW; VENUE:** The Contract shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any lawsuit by either party against the other party or otherwise arising out of the Contract, and for any other legal proceeding, shall be in the courts in and for Broward County, Florida, or in the event of federal jurisdiction, in the Southern District of Florida.
- 5.20 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 CITY CLERK'S OFFICE, ONE EAST BROWARD BOULEVARD, SUITE 444, FORT LAUDERDALE, FLORIDA 33301, 954-828-5002, PRRCONTRACT@FORTLAUDERDALE.GOV.

Contractor shall comply with public records laws, and Contractor shall:

1. Keep and maintain public records required by the City to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of 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 (2019), as may be amended or revised, 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 City.
4. Upon completion of the Contract, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

CITY OF FORT LAUDERDALE BID/PROPOSAL CERTIFICATION

Please Note: It is the sole responsibility of the bidder/proposer to ensure that their response is submitted electronically through the [City's on-line strategic sourcing platform](#) prior to the bid opening date and time listed. Paper bid submittals will not be accepted. 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) _____ EIN (Optional): _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone No.: _____ FAX No.: _____ Email: _____

Delivery: Calendar days after receipt of Purchase Order (**section 1.02 of General Conditions**): _____

Total Bid Discount (**section 1.05 of General Conditions**): _____

Check box if your firm qualifies for DBE (**section 1.09 of General Conditions**):

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

VARIANCES: If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, 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 City 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, that in no event shall the City's liability for respondent's direct, 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 exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

Name (printed)

Signature

Date

Title

**AFFIDAVIT OF COMPLIANCE WITH FOREIGN ENTITY LAWS
(Florida Statute- §287.138, 692.201, 692.202, 692.203, and 692.204)**

The undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury as follows:

1. Entity is not owned by the government of a foreign country of concern as defined in Section 287.138, Florida Statutes. (Source:§ 287.138(2)(a), Florida Statutes)
2. The government of a foreign country of concern does not have a controlling interest in Entity. (Source:§ 287.138(2)(b), Florida Statutes)
3. Entity is not organized under the laws of, and does not have a principal place of business in, a foreign country of concern. (Source: § 287.138(2)(c), Florida Statutes)
4. Entity is not owned or controlled by the government of a foreign country of concern, as defined in Section 692.201, Florida Statutes. (Source:§ 288.007(2), Florida Statutes)
5. Entity is not a partnership, association, corporation, organization, or other combination of persons organized under the laws of or having its principal place of business in a foreign country of concern, as defined in Section 692.201, Florida Statutes, or a subsidiary of such entity. (Source: § 288.007(2), Florida Statutes)
6. Entity is not a foreign principal, as defined in Section 692.201, Florida Statutes. (Source: § 692.202(5)(a)(I), Florida Statutes)
7. Entity is in compliance with all applicable requirements of Sections 692.202, 692.203, and 692.204, Florida Statutes.
8. **(Only applicable if purchasing real property)** Entity is not a foreign principal prohibited from purchasing the subject real property. Entity is either (a) not a person or entity described in Section 692.204(1)(a), Florida Statutes, or (b) authorized under Section 692.204(2), Florida Statutes, to purchase the subject property. Entity is in compliance with the requirements of Section 692.204, Florida Statutes. (Source:§§ 692.203(6)(a), 692.204(6)(a), Florida Statutes)

The undersigned is authorized to execute this affidavit on behalf of Entity.

Name: _____ Title: _____ Entity: _____

Signature: _____ Date: _____

NOTARY PUBLIC ACKNOWLEDGEMENT SECTION

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me, by means of physical presence or online notarization, this ____ day of _____, 20 __, by _____, as _____ for _____, who is personally known to me or who has produced _____ as identification.

Notary Public Signature: _____

(Notary Seal)

Print Name: _____

My commission expires: _____

SPECIFIC REFERENCES FORM

The contractor shall have previous construction experience in the State of Florida with projects of similar scope and scale (or larger). Complete this form in its entirety. **Note: Do not include proposed team members or parent/subsidiary companies as references in your submittal.**

PRIME BIDDER'S NAME: _____

CLIENT NO. 1 – Name of firm to be contacted: _____

Address: _____

Contact Person: _____

Phone No: _____

Contact E-Mail Address: _____

Project Performance Period: _____ to _____
Dates should be in mm/yy format

Project Name: _____

Location of Project: _____

Description of the overall scope: _____

Description of work that was self-performed by Bidder: _____

SPECIFIC REFERENCES FORM

CLIENT NO. 2 – Name of firm to be contacted: _____

Address: _____

Contact Person: _____

Phone No: _____

Contact E-Mail Address: _____

Project Performance Period: _____ to _____
Dates should be in mm/yy format

Project Name: _____

Location of Project: _____

Description of the overall scope: _____

Description of work that was self-performed by Bidder: _____

SPECIFIC REFERENCES FORM

CLIENT NO. 3 – Name of firm to be contacted: _____

Address: _____

Contact Person: _____

Phone No: _____

Contact E-Mail Address: _____

Project Performance Period: _____ to _____
Dates should be in mm/yy format

Project Name: _____

Location of Project: _____

Description of the overall scope: _____

Description of work that was self-performed by Bidder: _____



CONTRACT PAYMENT METHOD

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to credit card payments via MasterCard or Visa as part of this program.

This allows you as a vendor of the City of Fort Lauderdale to receive your payments fast and safely. No more waiting for checks to be printed and mailed.

In accordance with the contract, payments on this contract will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, bidders must presently have the ability to accept the credit card or take whatever steps necessary to implement acceptance of a card before the start of the contract term, or contract award by the City.

All costs associated with the Contractor's participation in this purchasing program shall be borne by the Contractor. The City reserves the right to revise this program as necessary.

By signing below, you agree with these terms.

Please indicate which credit card payment you prefer:

____ MasterCard

____ Visa

Company Name

Name (Printed)

Signature

Title

Date



E-VERIFY AFFIRMATION STATEMENT

Solicitation/Bid /Contract No: _____

Project Description:

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- A. all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- B. all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/ Bidder Company Name: _____

Authorized Company Person's Signature: _____

Authorized Company Person's Title: _____

Date: _____



NON-COLLUSION STATEMENT

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g., ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents, and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

NAME

RELATIONSHIPS

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

Authorized Signature

Title

Name (Printed)

Date



**CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH
NON-DISCRIMINATION PROVISIONS OF THE CONTRACT**

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

Pursuant to City Ordinance Sec. 2-17(a)(i)(ii), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

- A. Contractors doing business with the City shall not discriminate against their employees based on the employee's race, color, religion, gender (including identity or expression), marital status, sexual orientation, national origin, age, disability, or any other protected classification as defined by applicable law.

Contracts. Every Contract exceeding \$100,000, or otherwise exempt from this section shall contain language that obligates the Contractor to comply with the applicable provisions of this section.

The Contract shall include provisions for the following:

- (i) The Contractor certifies and represents that it will comply with this section during the entire term of the contract.
- (ii) The failure of the Contractor to comply with this section shall be deemed to be a material breach of the contract, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.

Authorized Signature

Print Name and Title

Date



LOCAL BUSINESS PREFERENCE

Section 2-199.2, Code of Ordinances of the City of Fort Lauderdale, (Ordinance No. C-12-04), provides for a local business preference.

In order to be considered for a local business preference, a bidder must include the Local Business Preference Certification Statement of this ITB, as applicable to the local business preference class claimed **at the time of bid submittal**.

Upon formal request of the City, based on the application of a Local Business Preference the Bidder shall, within ten (10) calendar days, submit the following documentation to the Local Business Preference Class claimed:

- A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **and**
- B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the local business preference.

THE COMPLETE LOCAL BUSINESS PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK:

https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodetd=COOR_CH2_AD_ARTVFI_DIV2PR_S2-186LOBUPR

Definitions: The term "Business" shall mean a person, firm, corporation or other business entity which is duly licensed and authorized to engage in a particular work in the State of Florida. Business shall be broken down into four (4) types of classes:

1. Class A Business – shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **and** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
2. Class B Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **or** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
3. Class C Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone **and** staffed with full-time employees within the limits of Broward County.
4. Class D Business – shall mean any Business that does not qualify as either a Class A, Class B, or Class C business.



LOCAL BUSINESS PREFERENCE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the local business price preference classification as indicated herein, and further certifies and agrees that it will re-affirm its local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

(1) _____ is a **Class A** Business as defined in City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the City of Fort Lauderdale current year Business Tax Receipt **and** a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.

Business Name

(2) _____ is a **Class B** Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Business Tax Receipt **or** a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.

Business Name

(3) _____ is a **Class C** Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.

Business Name

(4) _____ requests a **Conditional Class A** classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

Business Name

(5) _____ requests a **Conditional Class B** classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

Business Name

(6) _____ is considered a **Class D** Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186 and does not qualify for Local Preference consideration.

Business Name

BIDDER'S COMPANY: _____

AUTHORIZED COMPANY PERSON: _____
PRINT NAME SIGNATURE DATE



DISADVANTAGED BUSINESS ENTERPRISE (DBE) PREFERENCE

Section 2-185, Code of Ordinances of the City of Fort Lauderdale, provides for a disadvantaged business preference.

In order to be considered for a DBE Preference, a bidder must include a certification from a government agency, as applicable to the DBE Preference class claimed **at the time of bid submittal**.

Upon formal request of the City, based on the application of a DBE Preference the Bidder shall, within ten (10) calendar days, submit the following documentation to the DBE Class claimed:

A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **or** State of Florida active registration **and/or**

B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the disadvantaged business preference.

THE COMPLETE DBE PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK: <https://www.fortlauderdale.gov/home/showpublisheddocument?id=56883>

Definitions

- a. The term "disadvantaged class 1 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- b. The term "disadvantaged class 2 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business within the limits of the city with a full-time employees and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- c. The term "disadvantaged class 3 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the Tri-County area and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- d. The term "disadvantaged class 4 enterprise" shall mean any disadvantaged business enterprise that does not qualify as a Class A, Class B, or Class C business, but is located in the State of Florida and provides supporting documentation of its disadvantaged certification as established in the City's Procurement Manual.



DISADVANTAGED BUSINESS ENTERPRISE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the disadvantaged business enterprise price preference classification as indicated herein, and further certifies and agrees that it will re-affirm its preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this solicitation. Violation of the foregoing provision may result in contract termination.

(1) is a disadvantaged class 1 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

(2) is a disadvantaged class 2 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business within the limits of the city with a full-time employee(s) and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

(3) is a disadvantaged class 3 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the Tri-County area and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

(4) is a disadvantaged class 4 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that does not qualify as a Class A, Class B, or Class C business, but is located in the State of Florida and provides supporting documentation of its disadvantaged certification as established in the City's Procurement Manual.

Business Name

(5) is not considered a Disadvantaged Enterprise Business as defined in the City of Fort Lauderdale Ordinance Sec.2-185 and does not qualify for DBE Preference consideration.

Business Name

BIDDER'S COMPANY: _____

AUTHORIZED COMPANY PERSON: _____
PRINT NAME SIGNATURE DATE



CITY OF FORT LAUDERDALE

**SWORN STATEMENT PURSUANT TO SECTION 287.087, FLORIDA
STATUTES, ON PREFERENCE TO BUSINESS WITH
DRUG-FREE WORK PLACE PROGRAMS**

I certify that I have established a Drug Free Work Place program and have complied with the following

- a. Published and distributed to each employee 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 prohibitions.
- b. Required all new employees to undergo laboratory testing as a condition of employment and will require all employees, as a condition of their continued employment, to undergo laboratory testing to detect illegal drug or alcohol use according to Florida Statutes 440.101 and 440.102.
- c. Ensured that applicants with a confirmed positive drug or alcohol screening test result are not considered for employment.
- d. Have tested employees when reasonably suspected of illegal drug or alcohol use.
- e. Ensured that any employee refusing to take a drug or alcohol screening test in violation of the Drug Free Work Place Policy is subject to dismissal for failure to abide by the provisions of the Policy.
- f. Informed employees about the dangers of drug abuse in the workplace, the business' policy of maintain 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.
- g. In the statement specified in subparagraph a, notified the employees that, as a condition of their employment, the employee will abide by the terms of the statement and will notify their 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 of any state, for a violation occurring in the workplace no later than 5 days after such conviction.

- h. Have required all employees to sign a copy of this statement of compliance acknowledging their understanding and agreeing to abide with the requirements of the Drug Work Place Policy.
- i. Will 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.
- j. Am making a good faith effort to continue to maintain a Drug Free Work Place through implementation of this document.

BY: _____ DATE: _____

NAME (Printed) _____ TITLE: _____

COMPANY NAME: _____

Affix Company Seal



ANTI-HUMAN TRAFFICKING AFFIDAVIT

Rev Date: 01/13/2025

The undersigned, on behalf of _____,
(Print complete name incorporated with suffix: INC, LLC, LTD, LP, PA, etc.)
a _____ (State corporation is registered) _____ (Type of entity: profit or non-profit),
("Nongovernmental Entity"), under penalty of perjury, hereby deposes and says:

1. My name is _____
(Print complete name of corporate officer/authorized representative)
2. I am an _____ officer or _____ authorized representative (Select one) of the Nongovernmental Entity. My title is: _____
(Print title of corporate officer/authorized representative)
3. I attest that the Nongovernmental Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes (2024), as may be amended or revised.

Under penalties of perjury, I declare that I have read the foregoing Anti-Human Trafficking Affidavit and that the facts stated in it are true.

Signature of Officer or Representative: _____

Office Address: _____

Email Address: _____

Main Phone Number: _____ FEIN No.: _____

STATE OF _____
COUNTY OF _____

Sworn to and subscribed before me by means of physical presence or online notarization, this _____ day of _____, 2025, by _____
(Print name of corporate officer/representative)

(Signature of Notary Public – State of _____)

(NOTARY SEAL)

Print, Type or Stamp Commissioned Name of Notary Public)

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____

Executive Summary Report

Of

Event: 492-2 - Land Use Plan Amendment - Rebid

Buyer: PAULETTE HEMMINGS TURNER

Date Range: 11/12/2025 05:00:00 PM - 12/09/2025 02:00:00 PM

Suppliers Notified: 538

**Notified Suppliers 1
Responding:**

**All Suppliers 4
Responding:**

Suppliers Responding

Supplier	Contact	Phone Number	E Mail	City	State Or Province	Total Bid Amount	Total Awarded	Response Attachments Exist
The Corradino Group, Inc.	Larry Johnson	3055940735	ljohnson@corradino.com	Miami	FL	315,180.00	0.00	Yes
Chen Moore and Associates	Jesse Lockwood	9787788926	jlockwood@chenmoore.com	Fort Lauderdale	FL	178,290.00	0.00	Yes
Ouro Group	Corion Delaine	9545581843	corion@ourogroupp.org	Miami	FL	182,500.00	0.00	Yes
MHCP Colab	Melissa Hege	305.754.6797	melissa@mhcpcolab.com	Miami	FL	189,952.00	0.00	Yes

Event Lines And Responses

Item	Description	Unit of Measure	Quantity
TASK 1 - RESEARCH & DEFINE PROJ-	Task 1 - Research & Define Project Scope	LS	1.0000

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	5,840.000	0.00
Chen Moore and Associates	1.0000	LS	7,900.000	0.00
Ouro Group	1.0000	LS	10,000.000	0.00

continued...

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
MHCP Colab	1.0000	LS	7,840.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 2 - MEET WITH BROWARD COUNT-	Task 2 - Meet with Broward County Planning Council	LS	1.0000
	Prepare and Submit Meeting Summary		

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	4,800.000	0.00
Chen Moore and Associates	1.0000	LS	3,950.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	4,480.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 3 - PRESENTATION TO CENTRAL-	Task 3 - Presentation to Central City CRA Board (CCRAB)	LS	1.0000
	Submit and Present Proposed Future Land Use Plan to the CCRAB		

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	8,760.000	0.00
Chen Moore and Associates	1.0000	LS	5,925.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	17,920.000	0.00

continued...

Item	Description	Unit of Measure	Quantity
TASK 4 - MEET WITH CITY ATTORNEY-	Task 4 - Meet with City Attorney and Stakeholders	LS	1.0000
	Prepare and Submit Meeting Summary for Review		

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	4,800.000	0.00
Chen Moore and Associates	1.0000	LS	4,740.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	2,240.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 5 - PREPARE LAND USE AMENDM-	Task 5 - Prepare Land Use Amendment Report	LS	1.0000
	Prepare and Submit Land Use Amendment Report		

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	67,140.000	0.00
Chen Moore and Associates	1.0000	LS	26,825.000	0.00
Ouro Group	1.0000	LS	15,000.000	0.00
MHCP Colab	1.0000	LS	36,960.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 6 - CREATE PROJECT WEBSITE-	Task 6 - Create Project Website	LS	1.0000
	Deliver Website that Meets the City's Standards		

continued...

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	15,340.000	0.00
Chen Moore and Associates	1.0000	LS	8,475.000	0.00
Ouro Group	1.0000	LS	10,000.000	0.00
MHCP Colab	1.0000	LS	11,200.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 7 - CONSULTANT TO PRESENT O-	Task 7 - Consultant to Present on Draft Future Land Use Element and Future Land Use Plan Amendment Applications to the Central City Community	LS	1.0000

Presentation to CCRAB (Up to 4 Meetings)

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	48,360.000	0.00
Chen Moore and Associates	1.0000	LS	17,775.000	0.00
Ouro Group	1.0000	LS	10,000.000	0.00
MHCP Colab	1.0000	LS	26,880.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 8 - DEVELOPMENT REVIEW COMM-	Task 8 - Development Review Committee (DRC) Meetings	LS	1.0000

Attend Development Review Committee (DRC) Meetings

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	46,970.000	0.00
Chen Moore and Associates	1.0000	LS	5,925.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00

continued...

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
MHCP Colab	1.0000	LS	22,400.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 9 - PLANNING AND ZONING BOA-	Task 9 - Planning and Zoning Board (PZB) Meeting	LS	1.0000
	Attend PZB Meeting		

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	29,660.000	0.00
Chen Moore and Associates	1.0000	LS	5,925.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	22,400.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 10 - CITY COMMISSION CONFER-	Task 10 - City Commission Conference Meeting Presentation	LS	1.0000
	Present at City Commission Conference Meeting		

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	7,440.000	0.00
Chen Moore and Associates	1.0000	LS	3,950.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	5,600.000	0.00

continued...

Item	Description	Unit of Measure	Quantity
TASK 12 - CITY COMMISSION TRANSM-	Task 12 - City Commission Transmittal Hearing - First Reading Presentation to City Commission	LS	1.0000

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	7,440.000	0.00
Chen Moore and Associates	1.0000	LS	3,950.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	2,240.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 13 - TRANSMIT FUTURE LAND U-	Task 13 - Transmit Future Land Use Element and Future Land Use Map Amendment to the FloridaCommerce Prepare Transmittal Package and Submit to FloridaCommerce and Agencies that Review Comprehensive Plan Amendments	LS	1.0000

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	1,670.000	0.00
Chen Moore and Associates	1.0000	LS	11,850.000	0.00
Ouro Group	1.0000	LS	10,000.000	0.00
MHCP Colab	1.0000	LS	3,360.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 14 - BROWARD COUNTY PLANNIN-	Task 14 - Broward County Planning Council (BCPC) Submittal and Request Conditional Recertification Submittal to Broward County Planning Council	LS	1.0000

continued...

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	880.000	0.00
Chen Moore and Associates	1.0000	LS	7,900.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	3,360.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 15 - ADDRESS BCPC COMMENTS-	Task 15 - Address BCPC Comments	LS	1.0000

Revised land use plan amendment report and prepare memo on how BCPC Comments have been addressed.

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	13,520.000	0.00
Chen Moore and Associates	1.0000	LS	11,850.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	5,600.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 16 - BCPC HEARING-	Task 16 - BCPC Hearing	LS	1.0000

Present Land Use Plan Amendment and Answer Questions at BCPC Meeting

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	5,200.000	0.00
Chen Moore and Associates	1.0000	LS	5,925.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00

continued...

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
MHCP Colab	1.0000	LS	1,792.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 17 - COUNTY COMMISSION - AP-	Task 17 - County Commission - Approval of Notice to Advertise LUPA	LS	1.0000

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	3,040.000	0.00
Chen Moore and Associates	1.0000	LS	3,950.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	1,792.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 18 - COUNTY COMMISSION TRAN-	Task 18 - County Commission Transmittal Hearing Present Land Use Plan Amendment and Answer Questions at BCPC Hearing	LS	1.0000

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	8,000.000	0.00
Chen Moore and Associates	1.0000	LS	3,950.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	1,792.000	0.00

continued...

Item	Description	Unit of Measure	Quantity
TASK 19 - ADDRESS FLORIDACOMMERC-	Task 19 - Address FloridaCommerce Comments Issued on City and County Transmittals Adjust Amendment Language and Prepare Memorandum on How FloridaCommerce Comments were Addressed.	LS	1.0000

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	12,520.000	0.00
Chen Moore and Associates	1.0000	LS	15,800.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	5,600.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 20 - COUNTY COMMISSION ADOP-	Task 20 - County Commission Adoption Hearing - Second Reading Attend County Commission Hearing and Answer Questions	LS	1.0000

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	8,000.000	0.00
Chen Moore and Associates	1.0000	LS	3,950.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	1,792.000	0.00

continued...

Item	Description	Unit of Measure	Quantity
TASK 21 - CITY COMMISSION ADOPTI-	Task 21 - City Commission Adoption Hearing - Second Reading	LS	1.0000
	Attend City Commission Adoption Hearing and Answer Questions		

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	8,000.000	0.00
Chen Moore and Associates	1.0000	LS	3,950.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	1,792.000	0.00

Item	Description	Unit of Measure	Quantity
TASK 22 - PREPARE TRANSMITTAL OF-	Task 22 - Prepare Transmittal of Adopted Amendments to DEO	LS	1.0000
	Prepare Transmittal Package and Submit to FloridaCommerce and Agencies that Review Comprehensive Plan Amendments		

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	4,760.000	0.00
Chen Moore and Associates	1.0000	LS	7,900.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	1,792.000	0.00

continued...

Item	Description	Unit of Measure	Quantity
TASK 23 - REQUEST BCPC TO FINALI-	Task 23 - Request BCPC to Finalize Recertification of the Future Land Use Element and Future Land Use Map. Prepare Request to Finalize Recertification of the Future Land Use Map Element and Future Land Use Map.	LS	1.0000

Responses

Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	3,040.000	0.00
Chen Moore and Associates	1.0000	LS	5,925.000	0.00
Ouro Group	1.0000	LS	7,500.000	0.00
MHCP Colab	1.0000	LS	1,120.000	0.00

Header Questions And Responses

QUESTION

Did you sign and attach all the required forms?

Question Responses

Supplier	Name	Answer
68	The Corradino Group, Inc.	Yes
5112	Chen Moore and Associates	Yes
5337	Ouro Group	Yes
5351	MHCP Colab	Yes

QUESTION

The attached Anti-Human Trafficking Affidavit will be requested by the City from the awarded firm. This is an exhibit only and is not needed as part of your proposal.

continued...

Question Responses

Supplier	Name	Answer
68	The Corradino Group, Inc.	Yes
5112	Chen Moore and Associates	Yes
5337	Ouro Group	Yes

QUESTION

Did you include a minimum of three references, other than the City, with verifiable names and email contacts?

Question Responses

Supplier	Name	Answer
68	The Corradino Group, Inc.	Yes
5112	Chen Moore and Associates	Yes
5337	Ouro Group	Yes
5351	MHCP Colab	Yes

Contacts

Name	Email
PAULETTE HEMMINGS TURNER	pturner@fortlauderdale.gov

Q And A

Supplier	Question	Answer
MHCP COLAB	Can you confirm the budget?	The budget for this project is \$180,000.00
Chen Moore and Associates	We respectfully request an extension to the proposal due date, given that next week is Thanksgiving and the RFP was advertised on November 12, 2025.	The City is not considering an extension at this time.

continued...

Supplier	Question	Answer
Chen Moore and Associates	We respectfully request an extension to the proposal due date, given that next week is Thanksgiving and the RFP was advertised on November 12, 2025.	The City is not considering an extension at this time.

Header Comments

Title
LUPA Project Scope



City of Fort Lauderdale • Procurement Services Division
100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301
954-828-5933 Fax 954-828-5576
purchase@fortlauderdale.gov

ITB No. 492

TITLE: Land Use Plan Amendment - Rebid

ADDENDUM NO.1

DATE: 12/02/2025

This addendum is being issued to: Extend Bid Close Dates.

Extend Bid Close Date.

- Bid Close Date extended to Wednesday, December 9, 2025 @ 2:00 PM

All other terms, conditions and specifications remain unchanged.

Paulette Hemmings Turner

Snr. Purchasing Specialist

Company Name: _____
(Please print)

Bidder's Signature: _____

Date: _____



City of Fort Lauderdale • Procurement Services Division
100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301
954-828-5933 Fax 954-828-5576
purchase@fortlauderdale.gov

ITB No. 492

TITLE: Land Use Plan Amendment - Rebid

ADDENDUM NO.2

DATE: 12/02/2025

This addendum is being issued to: Corrects Bid Close Date.

Extend Bid Close Date.

Changed From:

➤ ~~Bid Close Date extended to Wednesday, December 9, 2025 @ 2:00 PM~~

Changed To:

➤ Bid Close Date extended to Tuesday, December 9, 2025 @ 2:00 PM

All other terms, conditions and specifications remain unchanged.

Paulette Hemmings Turner

Snr. Purchasing Specialist

Company Name: _____
(Please print)

Bidder's Signature: _____

Date: _____



MHCP

COLAB

CITY PLANNING, MOBILITY,
REDEVELOPMENT + COMMUNICATIONS



City of Fort Lauderdale land Use Plan Amendment

RFP No. 492

December 3, 2025

Contact: Melissa Hege
melissa@mhcpcolab.com
5701 Biscayne Boulevard,
Suite CS1, Miami, FL 33137

December 9, 2025

City of Fort Lauderdale

Procurement Services Division

100 N Andrews Avenue

Fort Lauderdale, FL 33301

Re: Event No. 492 — Land Use Plan Amendment (LUPA) Application

Dear Selection Committee,

MHCP Colab (Colab), together with GAI Community Solutions Group and Urbë Studio, is pleased to submit this proposal for professional services for the Future Land Use Plan Amendment (LUPA) for the Central City Community Redevelopment Area. We are excited for the opportunity to support the City of Fort Lauderdale in advancing a comprehensive strategic land use framework that can guide reinvestment, strengthen neighborhood identity, and lay the foundation for long-term redevelopment across Central City. This initiative represents a significant step for the CRA, and we welcome the opportunity to contribute our experience in urban planning, land use policy, and equitable redevelopment to help shape the area's future. **We will service this contract from our Miami office at 5701 Biscayne Boulevard.**

Central City is a significant district within Fort Lauderdale. The CRA Plan identifies long-standing challenges—aging housing stock, limited reinvestment, high renter occupancy, fragmented commercial corridors, mobility barriers, and outdated zoning—that continue to affect economic activity and residential stability. At the same time, the area benefits from strong civic organizations, proximity to major corridors such as Sunrise Boulevard, and recent reinvestment momentum along NE 4th Avenue and 13th Street. The LUPA is a crucial opportunity to unify these dynamics and provide the policy structure needed to support mixed-use development, diversified housing options, improved connectivity, and neighborhood-serving retail that better reflects the community's vision.

We bring experience that directly aligns with this project's needs. Our team has supported municipalities and agencies across South Florida and beyond with land-use, mobility, and redevelopment initiatives that require strong coordination, technical expertise, and accessible public communication. Our work includes the **Central Broward TOD Toolkit for the U.S. Department of Transportation and the Broward MPO, the FTA Small Starts Application for the Broward Commuter Rail**, ArcGIS analysis tools for 16 municipalities, and station-area assessments for the City of Oakland Park. We have also **supported comprehensive planning initiatives for Fort Lauderdale**, as well as the cities of West Melbourne, Fort Myers Beach, and the Village of Pinecrest; provided development review services for the City of Miami Gardens; currently serve as **Economic Development coordinators with the CRAs of NW 7th Avenue and NW 79th Street in Miami-Dade County**; and are preparing a zoning code update for **downtown Augusta, Georgia**, as well as **Midtown Miami**, along with **pedestrian priority zones (PPZs) for Little Havana in Miami**. These experiences reflect our commitment to creating planning tools that are technically sound, community-responsive, and grounded in the realities of local implementation.

Founder and Principal Melissa Hege, AICP, brings 25 years of leadership in urban planning, policy analysis, and community-driven redevelopment both locally and nationally. Her work emphasizes clarity, collaboration, and a deep understanding of land use processes at the municipal, county, and state levels. Melissa will serve as project leader for this effort and will guide coordination with City of Fort Lauderdale staff, the CRA, Broward County Planning Council, Broward County Commission, Florida Commerce, FDOT, and local civic groups to ensure a complete and well-supported LUPA submission.

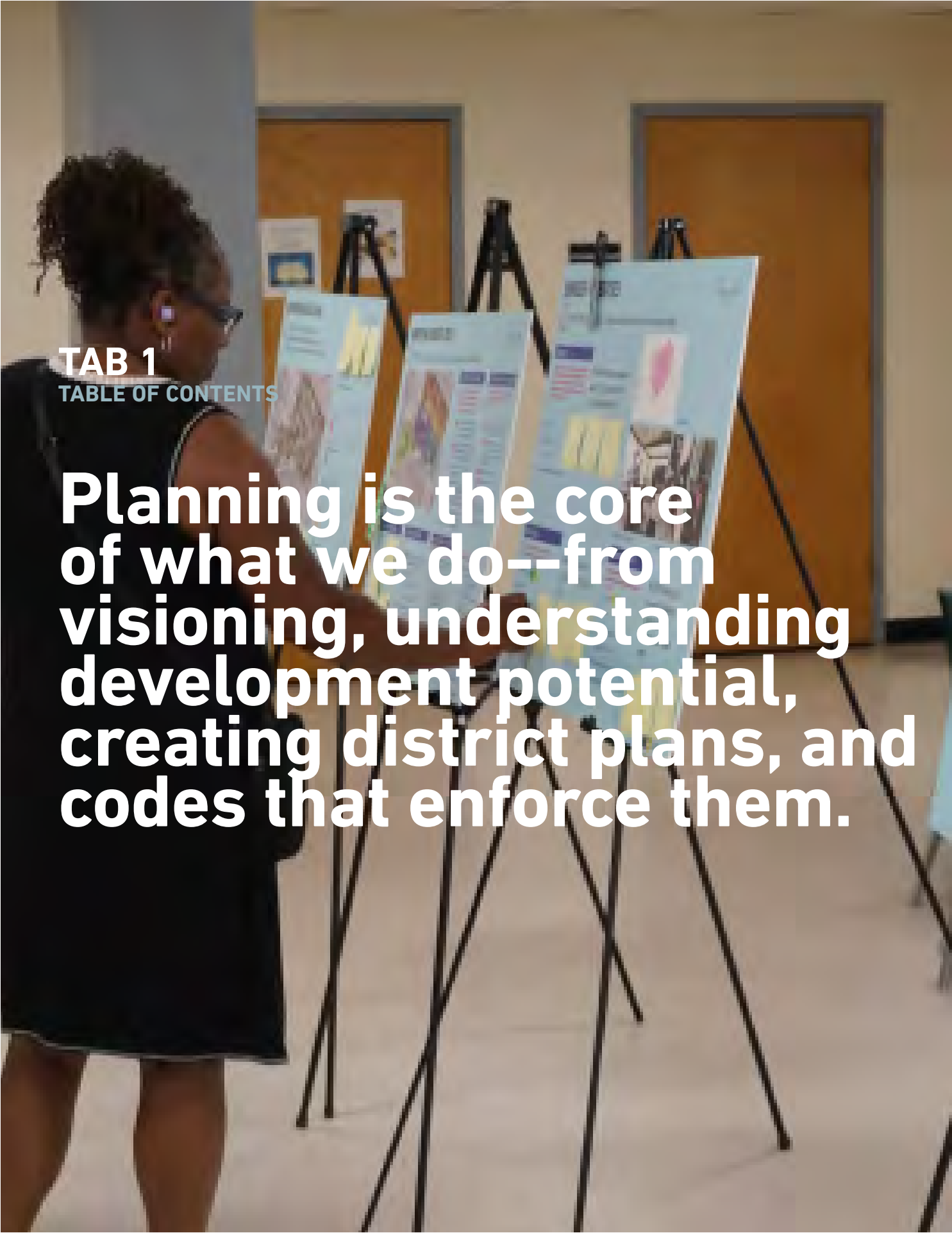
Colab, GAI, and Urbe Studio will support land use planning, zoning, GIS, community redevelopment areas, and urban design for the LUPA. **GAI has provided services to over 75 Community Redevelopment Agencies (CRAs)** in throughout Florida, helping them update existing plans or modify and expand their CRA areas, and is recognized as a redevelopment thought leader. At the same time, **Urbe Studio** offers additional planning experts to supplement public outreach and expertise in transportation and mobility, similar to work performed for the **Himmarshee Village area**. Together, we offer a collaborative structure that brings precision, creativity, and an implementation-oriented mindset to every phase of the process.

We're fully committed to helping the City and CRA meet your proposed schedule. We appreciate the opportunity to submit this proposal to prepare a future Land Use Plan Amendment that reflects both the aspirations of the Central City community and Fort Lauderdale's long-term growth vision.

Sincerely,



Melissa Hege, AICP, LEED AP, Principal
MHCP Colab
5701 Biscayne Blvd CS-1
Miami, FL 33137
Melissa@mhcpcolab.com
305.607.9257

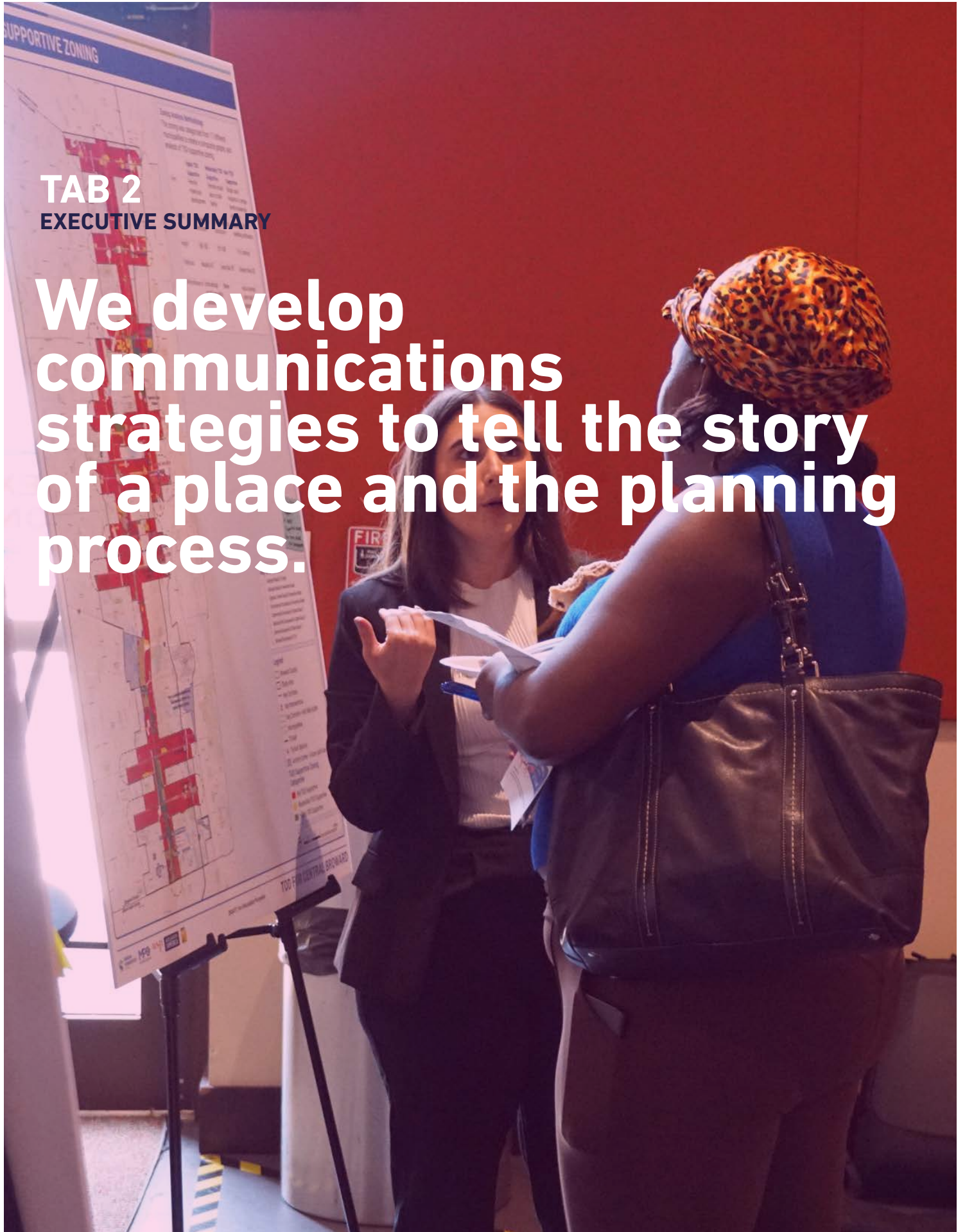


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Planning is the core of what we do--from visioning, understanding development potential, creating district plans, and codes that enforce them.

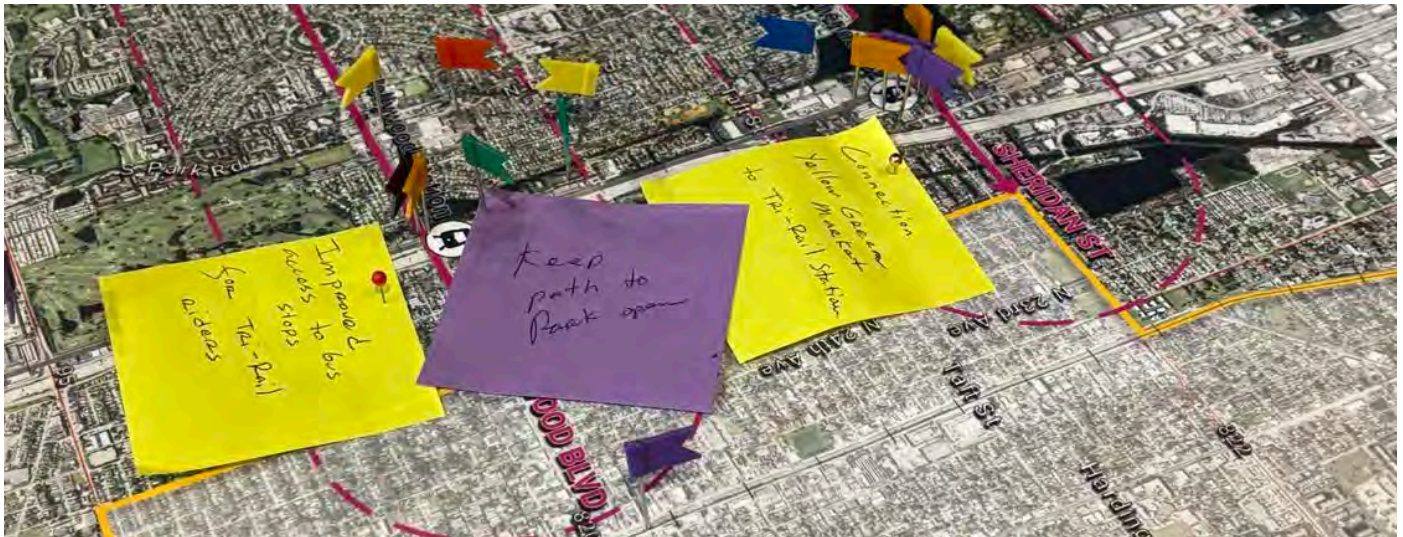
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TAB 2
EXECUTIVE SUMMARY

We develop communications strategies to tell the story of a place and the planning process.



EXECUTIVE SUMMARY

MHCP Colab (Colab), together with Urbe Studio and GAI is excited for the opportunity to support the City of Fort Lauderdale in advancing a comprehensive and strategic land use framework that aligns with the current zoning update to both support redevelopment while strengthening the Central City CRA community. We are an **award-winning planning firm** composed of certified planners, urban designers, and engagement specialists. For over 25 years, our principals have lead planning, zoning and redevelopment initiatives across South Florida and the southeastern United States. Colab has built a strong track record in comprehensive planning and zoning and redevelopment work in Florida and Broward County. Our work has contributed to transformative outcomes in communities such as Midtown Miami, Downtown West Palm Beach, Little Havana, Wynwood, and Downtown Hollywood, Florida.

We will service this contract from our Miami office at 5701 Biscayne Boulevard. Colab is a certified Small Business Enterprise (SBE) and Woman-Owned Business. The firm is organized as a Limited Liability Company (LLC) and is registered as a legal business entity in the State of Florida. Our office is located on Biscayne Boulevard in Miami.

Colab will deliver a successful future Land Use Plan Amendment (LUPA) because of these three major strengths:

1. Local planning expertise.
2. Team leadership by our firm principals
3. A technical approach with a strong communications strategy

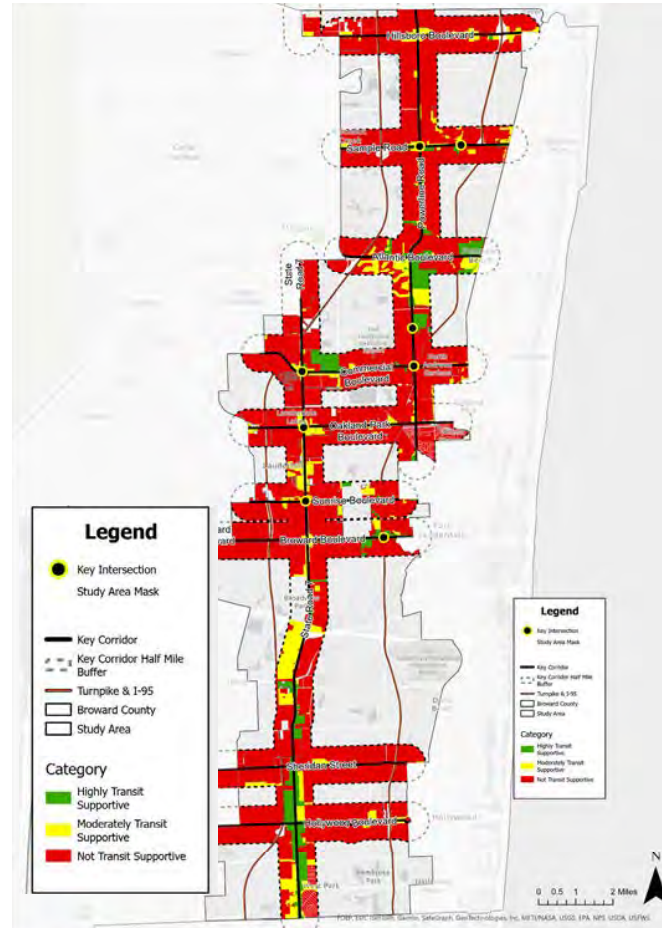


1. LOCAL PLANNING + REDEVELOPMENT EXPERTISE

Broward County: Our team has collaborated with local municipalities, the Broward County Planning Council (BCPC), FDOT, the Broward MPO and Broward County on Future Land Use and affordable housing policy for both: (1) the Broward Commuter Rail related to station area planning and the (2) Central Broward TOD Toolkit. We understand the County's unique future land use structure, mobility plans and development trends. These two projects gave us direct, practical experience navigating Broward County's land-use review process. We also gained a strong understanding of how County policies influence redevelopment, how densities and intensities are allocated, and how land-use designations can be structured to support transit-oriented growth.

(1) For the Broward Commuter Rail project, Colab worked very closely with Fort Lauderdale and their Urban Design and Planning Department (UDP) and Transportation and Mobility (TAM) departments to justify the proposed Fort Lauderdale South station and demonstrate its growth potential including:

- Available land,
- Remaining development allocations from the comprehensive plan,
- Zoning,
- Existing land-use,
- Assessed redevelopment potential,
- Provided insight into market conditions,
- Affordable housing policy,
- Bicycle/pedestrian accessibility,
- Infrastructure constraints, and
- Development in the pipeline.



(2) The Central Broward TOD Toolkit was a multidisciplinary planning study for the central Broward corridor to address planning and transportation deficiencies in areas facing the greatest equity challenges. Using ArcGIS and a policy review of 16 municipalities, our team evaluated future land use, existing zoning codes, development readiness, infrastructure capacity, market conditions, and access to neighborhood services along major corridors. This work synthesized regional land-use policy, redevelopment patterns, affordability gaps, transit conditions, and equity indicators and recommended utilizing the existing County policies that already support more densities, affordable housing and transit.

COMPREHENSIVE PLANNING

We understand the comprehensive planning process and have prepared comprehensive plan updates, Future Land Use Element amendments, and map amendments for multiple Florida jurisdictions including Fort Lauderdale, Village of Pinecrest, City of West Melbourne, For Meyers Beach, Downtown West Palm Beach and Downtown Hollywood. These projects often combine land-use amendments with zoning updates, affordable housing strategies, and redevelopment frameworks—experience that aligns closely with the City’s needs for this RFP.



COMMUNITY REDEVELOPMENT AREAS

We currently service two CRAs and understand the rapidly changing regulations that governs these special taxing districts. Similar to the Central City CRA, in both the NW 79th Street CRA and NW 7th Avenue CRA in Miami-Dade County, we are evaluating opportunities to adjust zoning and underlying land use to expand development potential, support mixed-income housing, and catalyze neighborhood-serving commercial activity. Our partner, **GAI**, provides services to numerous Community Redevelopment Agencies (CRA) throughout Florida, helping them update existing plans or modify and expand their CRA area. GAI is recognized as redevelopment thought leaders.



2. TEAM LEADERSHIP AND PROJECT MANAGEMENT BY OUR FIRM PRINCIPALS

We offer strong project management led by an AICP-certified Project Manager with more than 25 years of experience in similar large-scale land use and zoning projects.

Our interdisciplinary team brings six core professionals to respond to daily needs with additional support staff with a record of successful planning and land use projects. Each team member has been selected based on their experience with comparable projects requiring multi-phase coordination, extensive public outreach, and the preparation of comprehensive amendment packages that meet State and County requirements.



Melissa Hege, AICP, Colab's firm Principal will be the Project Lead. She is a certified planner with 25 years of experience in South Florida and nationally, Melissa has worked with close to 50 municipalities, public agencies and CRAs in South Florida and nationally including CRAs in Hollywood, Miami, West Palm Beach and Central Florida. She created master plans and zoning codes that were the framework for CRA plans in Midtown Miami, downtown Hollywood, Hollywood Beach, Plantation State Road 7, South Miami, Downtown West Palm Beach and Downtown Cocoa Beach. She developed infrastructure and mobility projects and supported private development projects to stimulate redevelopment in North Miami Beach; Wynwood; Downtown Miami; Fort Lauderdale; East Tampa; Lafayette, LA; Detroit, MI; and Laurens County, SC.

Other key team members include:



Matt Hege, FRA-RA, Director MHCP Colab is a redevelopment specialist with 25 years of experience. Matt will offer further guidance on project approach and communication, overseeing all project communications. His experience includes extensive focus for municipal and corporate communications strategy, public relations campaigns, brand awareness, media relations with expertise in public private partnerships.



Kailey Saver, AICP, Senior Planner, MHCP Colab will manage planning deliverables. She brings over nine years of experience in public and private sector planning. Kailey was project manager for the Nassau County, FL Comprehensive Plan update, as well as Tallahassee and Leon County Vision and Comprehensive Plans.



Jesica Perkul, Architect and Senior Planner, MHCP Colab will manage urban design deliverables including urban design and zoning analysis and urban design illustrations. She will also ensure consistency with the zoning and the Future Land Use plan amendment.



Claudia Ray, Senior Planner and Urban Designer, GAI has two decades of experience working with public, private, and institutional clients on planning, landscape design, and architecture projects of all scales. Claudia supports redevelopment strategy, design analysis, and land-use recommendations.



Fabian De La Espriella, AICP, Founding Principal, Urbe Studio, Firm Leader
Fabian will develop the transportation and mobility components and provide additional outreach support. Fabian is the founding principal of Urbe Studio with over twenty years of experience in urban design and livable transportation planning. He recently lead the Himarshee Village visioning and outreach effort.





3. TECHNICAL APPROACH WITH A STRONG COMMUNICATIONS STRATEGY

METHODOLOGY

We approach our planning projects with a three-phase process that connects research with thoughtful and innovative solutions and accountability:

1. Discovery is the research phase of our work. We conduct extensive research and internal processes that guide decision making while building an engagement strategy to involve stakeholders and the community.

2. Drill down is when we assess and evaluate the findings from “discovery”. We dig deeper into existing conditions—market trends, regulations, and infrastructure—to pinpoint strengths, challenges, and opportunities. It is the opportunity to evaluate what is working and what is not. Preliminary outreach happens here.

3. Design is when we craft recommendations with ongoing outreach and public input. We turn findings into action by developing policy updates, recommendations, and outreach strategies to implement concepts and policies.



Public Engagement throughout the process

Staff Workshop | One-on-one Meetings with Leadership | Stakeholder Meetings | Community Survey | Talking Points + FAQs | Website Content

PROJECT UNDERSTANDING

We understand this project as having two primary areas of focus:

- 1. The future Land Use Plan amendment and consistency with the zoning update.
- 2. Community outreach, awareness and engagement.

Colab can provide both. We have experience evaluating and drafting zoning codes and future land use plans for dozens of clients, giving us a strong understanding of how zoning and land use interact.

Future Land Use Plan Amendment:

As City Planners, our firm and project team have extensive experience with Florida comprehensive plans and amendments, particularly in future land use. Central City CRA's unique conditions require land-use designations that can support mixed-use development, small businesses, attainable housing options, and public realm improvements while avoiding unintended displacement pressures. This is particularly relevant along Sunrise Boulevard, NE 4th Avenue, and NE 13th Street, where redevelopment interest is growing but existing land-use classifications are fragmented. Creating a single future land use designation for the entire Central City CRA can address these needs in coordination with the rezoning that is currently in process.

Broward County’s Activity Center Future Land Use designation already promotes affordable housing, mixed uses, and higher densities for transit-oriented development—aligning closely with the CRA’s vision for diverse housing and a vibrant, transit-supported district. A unified land-use designation like the Activity Center category is a significant opportunity to align future land-use decisions with broader mobility and redevelopment initiatives.

Community Outreach, Awareness and Engagement:

The RFP lays out an extensive outreach concept with up to 18 public meetings and up to 12 presentations to official boards prior to the public hearings for plan adoption. We propose developing an outreach strategy and communications plan to organize engagement and the approval process and in alignment with the following phases:

The outreach strategy and communications plan will establish a playbook to include a variety of engagement opportunities that will achieve broad outreach and increase community awareness through different and convenient platforms.

OUTREACH STRATEGY

- 1 Preliminary Engagement: LUPA Framework** should yield very detailed input and direction from the Central City Redevelopment Advisory Board (CCRAB) and adjacent civic associations (up to 12 meetings).
- 2 Secondary Engagement: Crafting the LUPA** will be done in collaboration with the Design Review Committee (DRC) and the community with large format workshops and smaller, follow up meetings (up to 3).
- 3 Public Hearings: LUPA Approval Process** is more formal and the LUPA will have been thoroughly vetted and revised to reflect public comment and board input.

The outreach strategy will define the overall approach to community engagement throughout the plan development process and includes required meeting, workshops, engagement tools, surveys and presentations. It provides the framework for integrating community feedback into the land-use scenarios and ensuring that residents understand how the proposed amendment affects neighborhood character, mobility, and housing options.

COMMUNICATIONS PLAN AND MESSAGING

The communications plan serves as a script for the project team to ensure consistent messaging. Bilingual materials include project fact sheets summarizing goals, key messages, and frequently asked questions, press announcements and releases and content for the project website.

Colab will work with the City and CRA to finalize engagement tools in the outreach strategy and communications plan including both traditional and digital.



TAB 3
EXPERIENCE AND QUALIFICATIONS

- A. FIRM'S QUALIFICATION
- B. QUALIFICATION OF PROJECT TEAM
- C. RELEVANT EXPERIENCE

We develop tangible solutions to improve planning opportunities.



FIRM'S QUALIFICATION

MHCP Colab (Colab) is an award-winning planning and communications firm composed of certified planners, urban designers, and engagement specialists based in Miami's Upper Eastside. For over 25 years, our principals have led code analysis, development review, and zoning and land-use code drafting across South Florida and the southeastern United States.

Our work has contributed to transformative outcomes in communities such as Midtown Miami, Downtown West Palm Beach, Little Havana, Wynwood, and Downtown Hollywood, Florida.

Founded in 2009, Colab was established to deliver integrated urban planning and communication services rooted in collaboration, technical rigor, and design excellence. The firm operates as a true co-laboratory, leveraging the leadership of senior staff and the specialized expertise of our technical team and trusted partners. This structure allows us to maintain a high level of quality while remaining flexible, efficient, and responsive to municipal needs.

PLANNING PHILOSOPHY

Planning is the core of what we do--from visioning, understanding development potential, creating district and neighborhood plans, and codes that enforce them. This combination allows us to create innovative solutions that engage communities and foster collaboration. Together, we strive to build sustainable and vibrant cities for the future.

AREAS OF EXPERTISE

- Zoning + Land Use
- Visioning + Redevelopment
- Public Engagement
- Public Relations
- Mobility + Transit-Oriented Development

CONTACT INFO

Melissa Hege, Principal
5701 Biscayne Boulevard, Suite CS1
Miami, FL 33137



NW 7th Avenue Community Redevelopment Area Community Focus Group

melissa@mhcpcolab.com
305.754.6797

SUSTAINABILITY STATEMENT

At Colab, sustainability guides both our project work and our daily operations. Our planning and design efforts prioritize resilient, people-centered solutions—from climate-responsive urban design and green infrastructure to multimodal mobility and community-driven placemaking.

As a small practice, we naturally maintain a low carbon footprint. Remote work and virtual meetings reduce commuting and travel-related emissions, conserve energy, and allow us to collaborate efficiently across regions. This flexibility also supports our team’s mental health and well-being by promoting balance, autonomy, and a healthy work environment.

By integrating sustainable principles into what we create and how we work, we help build more re-

silient, equitable, and environmentally responsible communities.

Colab holds all required business licenses and maintains the professional certifications pertinent to the services we provide, including AICP credentials among senior planning staff.

WE HELP COMMUNITIES ENVISION THEIR FUTURE BY LEVERAGING THEIR ASSETS AND STRENGTHS.

We develop tangible solutions to improve redevelopment opportunities.

COMPANY CULTURE

Urban planning is the science of fostering places for all people and our firm strives to establish a workplace environment that reflects this. Our goal is to build a collaborative culture where each of us shares different ideas and perspectives to make our work better and develop our full potential.

EXPERTISE & KNOWLEDGE

STATE, REGIONAL, AND LOCAL PLANNING EXPERTISE

We work collaboratively with Florida state agencies, local governments, regional planning entities, and transportation authorities to advance regulatory and policy changes, update zoning codes, and prepare comprehensive planning documents that help communities manage growth while preserving their essential character. Our team routinely coordinates multi-agency review, aligns local initiatives with County and State requirements, and delivers clear, actionable recommendations tailored to community goals.

At the regional scale, Colab conducted a comprehensive evaluation of zoning, land-use, housing, and equity issues across 16 Broward municipalities, resulting in the **Central Broward TOD Toolkit**. This work synthesized regional land-use policy, redevelopment patterns, affordability gaps, transit conditions, and equity indicators—**insights that directly strengthen our ability to support the City in preparing its Future Land Use Element and Map Amendments for the Central City CRA.**

EXPERIENCE WITH COMMUNITY REDEVELOPMENT AREAS (CRAS)

We have substantial experience working with Community Redevelopment Areas, including the NW 79th Street CRA and NW 7th Avenue CRA in Miami-Dade County. In these areas, we are evaluating opportunities to adjust zoning and underlying land use to expand development potential, support mixed-income housing, and catalyze neighborhood-serving commercial activity. This work mirrors the objectives of the Central City CRA and reinforces our understanding of how land-use policy can effectively drive redevelopment.

TRANSIT-ORIENTED DEVELOPMENT (TOD) EXPERTISE

Our firm brings strong TOD experience through the BCR Small Starts project, developed in partnership with cities and FDOT, the Broward TOD Toolkit, and the Pinecrest US1 Vision Plan Update. These projects required integrating density, intensity, multimodal access, and equity considerations into land-use and transportation planning.

COMPREHENSIVE PLANNING + CONSISTENCY REVIEWS

We understand the comprehensive planning process and have prepared comprehensive plan updates, Future Land Use Element amendments, and map amendments for multiple Florida jurisdictions including:

- Fort Lauderdale – Comprehensive Plan (various elements)
- Village of Pinecrest – Comprehensive Plan updates, (current work)
- City of West Melbourne – Comprehensive Plan updates
- Fort Meyers Beach- Comprehensive Plan updates
- Downtown West Palm Beach
- Village of Pinecrest – Density/intensity adjustments along US-1 corridor

These projects often combine land-use amendments with zoning updates, affordable housing strategies, and redevelopment frameworks—experience that aligns closely with the City’s needs for this RFP.

We also have direct experience preparing consistency reviews, land-use analyses, and technical documentation for most of our projects described in this proposal including for downtown Augusta to prepare the zoning code update, downtown West Palm Beach code update and BCR south station assessments.

CERTIFICATIONS

Colab is a certified Small Business Enterprise (SBE) and Woman-Owned Business. The firm is organized as a Limited Liability Company (LLC) and is registered as a legal business entity in the State of Florida. Our office is located on Biscayne Boulevard in Miami.



QUALIFICATION OF PROJECT TEAM

The success of the Central City Future Land Use Element and Future Land Use Map Amendment depends on a highly qualified, coordinated, and multidisciplinary team. Our team brings together senior-level urban planners, AICP-certified project leadership, public engagement specialists, GIS analysts, transportation and infrastructure advisors, and technical writers with extensive experience working on complex, multi-agency land use amendments in Florida.

Colab will deliver a successful future Land Use Plan Amendment (LUPA) because of these three major strengths:

- (1) Local planning and redevelopment expertise.
- (2) Team leadership and project management by our firm principals.
- (3) A technical planning approach with a strong communications strategy.

Each member of the team has been selected based on their experience with comparable projects requiring multi-phase coordination, extensive public outreach, and the preparation of comprehensive amendment packages that meet State and County requirements. Collectively, our team has worked on Future Land Use amendments, zoning code overhauls, CRA implementations, form-based codes, and comprehensive planning initiatives throughout Florida and across the U.S.

RELATIVE SIZE AND ORGANIZATIONAL STRUCTURE

Colab consists of a compact team of five professionals, including management, technical, and support staff. This size and structure ensure efficient coordination, direct senior-level involvement, and adequate capacity to manage project tasks, research, GIS analysis, stakeholder coordination, and quality control throughout the duration of the assignment.



ADDITIONAL CONSULTING PARTNERS

In addition to Colab’s core staff, two specialized consulting partners will support key aspects of this assignment. Their expertise expands the team’s technical depth, design capacity, and regional planning experience.



GAI CONSULTANTS / COMMUNITY SOLUTIONS GROUP (CSG)

GAI’s Community Solutions Group brings significant experience in master planning, landscape architecture, urban analytics, and public-realm planning across Florida. Their team regularly supports local governments, redevelopment agencies, and transit-oriented initiatives with place-based planning, regulatory tools, and community visioning strategies. CSG’s depth in land use policy, corridor planning, parks and open space systems, master plan implementation, and urban design strengthens the multidisciplinary framework required for the Central City FLU and FLUM Amendment.



URBE STUDIO

URBE adds further capacity in land-use planning, urban design, zoning analysis, and community-focused planning. Their work includes zoning updates, comprehensive plan amendments, redevelopment district strategies, and multimodal planning for Florida municipalities. Urbe’s experience with existing-conditions documentation, regulatory analysis, and community coordination supports the analytical and design tasks required for this project.

Together, Colab, GAI/CSG, and Urbe form a unified team prepared to deliver a technically robust, context-sensitive, and implementable Future Land Use Element and FLUM amendment for the City of Fort Lauderdale.

ORGANIZATIONAL CHART

Below is a summary of our core team for this three year contract. Availability is shown for each team member per task. Resumes follow.



City of Fort Lauderdale

Client



Melissa Hege, AICP, LEED AP
Principal

Project Lead/Principal in Charge

Project Team

Future Land Use + Outreach

Melissa Hege, AICP, Lead (30%)

Oversight + Quality Control
Planning Policy, Code Writing,
Land Use + Transportation Policy

Matt Hege, FRA-RA, Deputy Project Manager (30%)

Communications + Outreach,
Redevelopment, Engagement,
Redevelopment

Jesica Perkul, Urban Designer (40%)

Zoning and Land Development
Code Analysis
Site Planning + Design

Kailey Saver, AICP, Senior Planner (50%)

GIS and Data Analysis
Development Review
Comprehensive Planning

Urban Design + Economic Development

Claudia Ray, MSAUD (20%)

Urban Design and Placemaking,
Community Engagement

Owen Beitsch, PhD, FAICP, CRE, FRA-PA (20%)

Housing and Social Policy
Planning

Laura Smith MPA, FRA-RA, CRE (10%)

Economic Development,
Redevelopment Planning,
Economics

Other: Parks System Planning

Kristin Caborn, CPRE, FCP (As needed)

Parks System Planning

Transportation + Outreach

Fabian De la Espriella, AICP (20%)

Transportation Planning +
Outreach

Jorge A. Barrios, PE (15%)

Transportation Engineer

Mateo Van Thienen (15%)

Transportation Analyst



STAFFING APPROACH

We offer a multi-disciplinary team uniquely positioned to deliver:

- Planning + Zoning
- Urban Design + Economic Development
- Transportation + Mobility
- GIS + Socio-Economic Analysis
- Public Engagement & Communications

Colab manages a focused portfolio of projects led directly by our Principal and Director. We oversee all deliverables, maintain detailed work logs, and provide monthly reports to ensure accountability. Senior team members stay engaged throughout every project, ensuring consistent communication, strong oversight, and expert guidance.

Our team will collaborate closely with partner firms to combine planning, transportation, design, engagement, graphics, and analytics expertise necessary for a successful outcome.

PROJECT LEADER

Melissa Hege, AICP, MHCP, Colab, Principal, will be the Project Leader and oversee the overall design vision, content, and project workflow. She will be the primary point of contact and will establish the foundation for the LUPA approach. Melissa understands the county and state planning laws that regulate land use and zoning. For 25 years, she has prepared code updates, land use plans and master plans in Florida, Louisiana, South Carolina, and Georgia.

LEADERSHIP TEAM

The Leadership Team will guide the overall direction of the project and manage coordination across firms.

Matt Hege, FRA-RA, Director MHCP Colab is a redevelopment specialist with 25 years of experience. Matt will offer further guidance on project approach and communication, overseeing all project communications. He leads the firm’s public-private initiatives, redevelopment and economic analysis, community outreach, public relations, and strategic communications, bringing expertise in comprehensive planning and project messaging.

Kailey Saver, AICP, Senior Planner, MHCP Colab will manage planning deliverables. She brings over nine years of experience in public and private sector planning. Kailey was project manager for the Nassau County, FL Comprehensive Plan update, was Urban Planner for the Connect Abilene 2040 Comprehensive Plan in Abilene, TX, as well as Tallahassee and Leon County Vision and Comprehensive Plans in Florida and Future Forney Comprehensive Plan in Forney, TX.

Jesica Perkul, Architect and Senior Planner, MHCP Colab will manage urban design deliverables including urban design and zoning analysis and urban design illustrations. She will also ensure consistency with the zoning and the Future Land Use Plan amendment. Jesica is a native of Buenos Aires and brings over a decade of experience shaping cities through planning, design, strategy, and placemaking.

PROJECT TEAM

To deliver a comprehensive and fully integrated planning process, MHCP Colab has assembled a unified team in partnership with Urbe Studio and GAI's Community Solutions Group (CSG). This collaboration brings together complementary strengths in planning, zoning, transportation, urban design, analytics, community engagement, and implementation.

Each firm contributes specialized expertise

- MHCP Colab provides leadership in comprehensive planning, zoning updates, land use policy, and project management.
- GAI/CSG contributes nationally recognized expertise in urban analytics, redevelopment strategy, parks and public space planning, wayfinding, and environmental graphics.
- Urbe Studio adds capabilities in transportation planning, mobility analysis, design, graphics, and bilingual engagement.

Through this combined structure, the City benefits from a coordinated, multidisciplinary team with the capacity to address all aspects of the Future Land Use Amendment—from policy and analysis to mapping, transportation, community outreach, visuals, and economic evaluation. Our approach ensures seamless communication, unified project vision, and access to senior-level experts throughout the duration of the contract. Subconsultant team members include:

Fabián De la Espriella, AICP (URBE Studio)

Transportation and mobility planning support, multimodal corridor analysis, and transportation element guidance. Also contributes to outreach in Spanish.

Jorge Barrios, PE (URBE Studio)

Transportation engineer specializing in multimodal analysis, traffic evaluation, and safety assessments. Will support transportation and mobility components.

Mateo Van Thienen (Urbe Studio)

Transportation analyst providing GIS mapping, multimodal modeling, and visualization support.

Claudia Ray, MSAUD (GAI/CSG)

Urban designer contributing to corridor design, placemaking strategies, and redevelopment frameworks.

Owen Beitsch, PhD, FAICP (GAI/CSG)

Senior advisor offering economic strategy guidance, fiscal impact analysis, long-term housing insights, and redevelopment evaluation.

Ana Kimelton (GAI/CSG)

Environmental graphics and wayfinding specialist. Provides visual communication and branding for public-facing materials.

Kristin Caborn (GAI/CSG)

Parks and public space planner contributing to open space, recreation planning, and livability strategies.

Laura Smith, FRA-RA, CRE (GAI/CSG)

Urban analytics director providing socio-economic analysis, redevelopment feasibility, and demographic insights.

KEY ROLES & RESPONSIBILITIES

Project Manager (AICP): Primary point of contact; leads coordination with City, CRA, BCPC, FloridaCommerce; oversees schedule, deliverables, and amendment content.

- **Senior Urban Planner:** Supports land use analysis, policy drafting, and consistency review with the Broward County Land Use Plan.
- **GIS Specialist:** Prepares maps, analysis layers, and data visualizations required for the amendment report.
- **Public Engagement Lead:** Designs and manages presentations, CCRAB and civic association meetings, and public outreach documentation.
- **Transportation & Infrastructure Advisors:** Support traffic analysis, multimodal review, and coordination with FDOT and County agencies.
- **Technical Writer / QA Reviewer:** Ensures clarity, accuracy, and compliance across all reports, staff memos, and presentation materials.

TEAM STRUCTURE

This project will be led by Melissa Hege, an AICP-certified Project Manager with 25 years of Florida based planning work. Each of our team members has particular expertise to address the project needs including land-use policy and GIS analysis, public engagement, urban design, affordable housing, and transportation mobility. —ensuring that all work is precise, efficient, and fully aligned with City, County, and State requirements.



MELISSA HEGE, AICP, LEED AP



Principal
Project Lead

Founder and Principal Melissa Hege leads the firm’s urban planning work. She has worked with close to 50 municipalities, public agencies and CRAs in South Florida and nationally specializing in zoning, land use and redevelopment with additional expertise in mobility and outreach. She has a unique perspective of how land use and transportation policy shapes the built environment and is adept at taking plans from concept to adoption including Midtown Miami, and an award-winning initiative to design and implement safer streets for children walking to school in Little Havana. Her award winning plans highlight this expertise and her ability to engage communities and identify the right combination of planning that makes successful places.

CREDENTIALS

American Institute of Certified
Planners #016841
LEED Accredited Professional

EDUCATION

University of Pennsylvania, MA City
Planning
Brandeis University, BA Literature
Harvard University Career Discovery
Program

ULI Introduction to Market Analysis
Spring 2025

PROFESSIONAL ASSOCIATIONS

Chair, Miami TPO, Bicycle Pedestrian
Committee
American Planning Association
Urban Land Institute (ULI)
Florida Redevelopment Association
(FRA)

25 YEARS OF EXPERIENCE

RELEVANT PROJECTS

USDOT THRIVING COMMUNITIES CENTRAL BROWARD TOD TOOLKIT

Melissa oversaw the land use and zoning assessment for Central Broward. This included how regulatory policy and equity can support transit and improved connectivity in Broward County to further enhance existing and future transit ridership and TOD place making.

BROWARD COMMUTER RAIL SMALL STARTS APPLICATION

Melissa led station area planning for Broward Commuter Rail to evaluate and selected candidates for development potential, transit supportive zoning and policies, housing policies and developed the FTA Small Starts grant application for land use and economic development.

NW 7TH AVENUE AND NW 79TH STREET CRAS

Co-leading economic development strategies for Miami Dade County’s NW 7th Avenue and NW 79th Street CRAs and design lead for master planning specific parcels and providing zoning modifications for these redevelopment districts.

OTHER PLANS

Augusta Unified Development Ordinance Update, GA
Pinecrest Parkway (US1) Vision Plan, Village of Pinecrest
Visioning, Outreach and Comprehensive Plan Update for West Melbourne, FL
Little Havana Pedestrian Priority Zones, Miami, FL
Wynwood Street Tree Master Plan + Public Engagement, Miami, FL
Midtown Miami Zoning Code + Design Standards, Miami, FL
Tactical Urbanism Policy, West Palm Beach, FL

MATTHEW HEGE



Director
Communications + Outreach

Matthew Hege, MBA, is the Firm Director with 24 years of experience in outreach, communications, and public relations. Matthew has expertise in municipal and public-private partnerships (P3s), focusing on economic development. His experience includes extensive focus for municipal and corporate communications strategy, public relations campaigns, brand awareness, media relations with expertise in public private partnerships. He is a certified Redevelopment Administrator for the Florida Redevelopment Association and earned a certification in Public-Private Partnerships from MIT.

RELEVANT PROJECTS

NW 7TH AVENUE AND NW 79TH STREET CRAS

Co-leading economic development strategies for Miami Dade County’s NW 7th Avenue and NW 79th Street CRAs and design lead for master planning specific parcels and providing zoning modifications for these redevelopment districts.

PINECREST PARKWAY (US1) VISION PLAN, VILLAGE OF PINECREST

Matt co-led the visioning plan, an update of the Village’s Parkway(US1) Plan. The vision process included a review of the land development regulations impacting development along the US1 corridor with emphasis on Miami Dade County’s SMART Plan alternative for zoning and land use. He directed the communications strategy and public outreach to identify clear goals and objectives for the planning process and facilitated talking points and FAQ’s for the Pinecrest Parkway Citizen’s Committee to shape the vision.

OTHER PLANS

- Augusta Downtown Zoning Code Update
- NW 7th Avenue Community Redevelopment Area Economic Development Planning
- NW 79th Street Community Redevelopment t Area Economic Development Planning
- USDOT Central Broward TOD Toolkit
- Visioning, Outreach and Comprehensive Plan Update for West Melbourne, FL
- Little Havana Pedestrian Priority Zones, City of Miami

CREDENTIALS

Florida Public Relations Association
FRA Redevelopment Administrator,
FRA-RA

EDUCATION

East Carolina University, MBA
East Carolina University, BS,
Communications

Massachusetts Institute of
Technology (MIT), School of
Architecture and Planning Certificate:
Planning and Zoning Process, Public/
Private Partnerships, 2022

PROFESSIONAL ASSOCIATIONS

Florida Redevelopment Association
(FRA)
Florida Chapter, American Planning
Association (FL APA)
Urban Land Institute (ULI)

25 YEARS OF EXPERIENCE

KAILEY SAVER, AICP



Senior Planner

Deputy Project Manager

CREDENTIALS

American Institute of Certified Planners (AICP) #307121

EDUCATION

University of Hawaii, Master of Urban and Regional Planning

University of South Carolina, Bachelor of Arts, Geography

PROFESSIONAL ASSOCIATIONS

American Planning Association (APA)

KEY SKILLS

- Land Use Planning + Zoning
- Bicycle and Pedestrian Planning
- Walkability Design
- Placemaking
- Development Review
- Community Engagement

9 YEARS OF EXPERIENCE

Kailey Saver brings over nine years of experience in public and private sector planning. Her background includes development review, zoning and land use planning, complete streets design, parks, recreation, open space, and trails planning, and community engagement. Kailey has helped communities in Texas, Oklahoma, and Florida shape their futures through integrating public engagement and assessments into implementable plans. Her desire to create healthy and sustainable communities has guided her efforts in long-range and current planning initiatives.

RELEVANT PROJECTS

NASSAU COUNTY, FL 2050 VISION PLAN

Collaborated with Nassau County, FL to develop a Vision Plan that shapes planning efforts, informs policy decisions, and directs future investments. The Plan included a review of existing conditions, extensive community engagement, and a review of best practices to create implementable recommendations to shape Nassau’s future.

NASSAU COUNTY 2030 COMPREHENSIVE PLAN, TRANSPORTATION ELEMENT UPDATE

Assisted Nassau County in updating the transportation element of the 2030 Comprehensive Plan. The comprehensive plan amendment incorporated a complete streets policy, enhanced multi-modal transportation options, introduced a sidewalk fee-in-lieu policy, and included an updated data and analysis for the mobility element.

FORNEY COMPREHENSIVE PLAN, TX

Supported the development of an updated Comprehensive Plan for the City of Forney, TX. The plan included a review of existing conditions, community engagement, and an implementation blueprint to support long-term vitality.

CULTIVATE CANTON VISION PLAN, CANTON, TX

Led the development of Cultivate Canton Comprehensive Plan to guide land use, economic development, and livability in Canton, Texas. The plan included community visioning, land use and mobility analyses, population projections, and socio-economic data to create a 10-year program that will guide policies, investments, plans, and other city improvements.

JESICA PERKUL



Urban Planner/Architect

Planning Support + Deliverables

EDUCATION

Master's in Urban Economics,
Universidad Torcuato Di Tella,
Argentina

Bachelor's in Architecture,
Universidad de Buenos Aires,
Argentina.

Executive Program in Artificial
Intelligence for Smart Cities,
Massachusetts Institute of
Technology (MIT), In Progress

HONORS

2022, Buenos Aires International
Architecture Biennale: Award of
Excellence in Public Facilities for Ex
Elefante Blanco – Ministry of Human
Development and Habitat

2022, World Smart City Awards:
Recognition for Ciudad 3D Platform
– Government of Buenos Aires
Innovation Project

10 YEARS OF EXPERIENCE

Jesica is an architect and urban planner with over a decade of experience leading complex urban projects across Latin America and the United States. With a background in urban economics, she specializes in zoning, housing policy, and redevelopment strategies that integrate innovation with social impact. Jesica has guided large-scale public space initiatives and neighborhood transformations, coordinating closely with governments, developers, and communities to align vision, design, and implementation. Her work focuses on creating equitable, resilient, and people-centered cities.

RELEVANT PROJECTS

DOWNTOWN AUGUSTA ZONING ORDINANCE

Provided advisory support in updating the zoning overlay for the historic downtown of Augusta, focusing on public engagement and alignment with regulatory frameworks.

ELEFANTE BLANCO REDEVELOPMENT , BUENOS AIRES

Led the transformation of the historic Elefante Blanco site, coordinating the demolition of the abandoned structure and overseeing the design and construction of the new Ministry of Human Development and Habitat. The project also delivered a new public park with inclusive recreational areas and community facilities as a catalyst for neighborhood renewal.

BUENOS AIRES URBAN CODE UPDATE

Contributed to the comprehensive revision and update of the city's zoning and planning code, aligning land use strategies with contemporary needs for density, mobility, and sustainable growth.

PARQUE DE LA INNOVACIÓN MASTER PLAN

Supported the launch of the public competition and the implementation of the master plan for the Parque de la Innovación, a major mixed-use development designed to attract knowledge-based institutions and companies including regulatory changes and planning guidelines.

YOUTH OLYMPIC GAMES, BUENOS AIRES

Contributed to the planning and construction of the Olympic Village and multiple venues for the Youth Olympic Games, coordinating design, permitting, and inter-agency collaboration to ensure delivery on time and within budget. Created this award winning policy plan. Oversaw design and construction securing \$10.5M in funding.

OWEN BEITSCH, PHD, FAICP, CRE, FRA-PA



Senior Director, Urban Analytics

Role: Housing and Social Policy Planning

CREDENTIALS

Fellow, American Institute of Certified Planners (AICP)

Counselor of Real Estate (CRE)
Real Estate License: FL, #SL595584

Certified Trainer, Florida
Redevelopment Academy

EDUCATION

PhD, Public Affairs, University of
Central Florida
Masters of Urban and Regional
Planning (MURP), Florida State
University

PROFESSIONAL ASSOCIATIONS

Affordable Housing Work Group,
Florida Chapter of the American
Planning Association
American Institute of Certified
Planners

Associate Editor, Real Estate Issues
Mayor's Housing Advisory Panel, City
of Orlando

Orlando Housing Authority,
Commissioner
Orlando Neighborhood Improvement
Corporation, Chairman

42 YEARS OF EXPERIENCE

Dr. Beitsch serves as Senior Director of Economics for GAI's Community Solutions Group (CSG) and is a long-standing faculty member in urban planning at the University of Central Florida. His expertise includes land use economics, housing and social policy, tax policy, and special district finance, with a focus on tax increment financing for major infrastructure projects across the country. A founding member and former Chair of the Orlando Neighborhood Improvement Corporation (ONIC), he also spent eight years on the Orlando Housing Authority Board. Dr. Beitsch is an AICP Fellow and Counselor of Real Estate, and he regularly teaches the Elected Officials Training program for the Florida Chapter of the American Planning Association (APA). Dr. Beitsch has authored several publications and articles on real estate economics, housing, land use, and development, contributing to both academic and professional discourse in these fields.

RELEVANT PROJECTS

Regional Affordable Housing Initiative, Orange/Osceola/Seminole County

Collaborated with a consortium of four local governments—Orange, Seminole, and Osceola Counties, and the City of Orlando—to complete Florida's first regional affordable housing initiative. Developed shared strategies to address housing affordability as a regional economic development barrier, resulting in a coordinated plan that earned special recognition from the Florida Chapter of the American Planning Association for its innovative approach and content.

Housing Needs Study, City of Wildwood, FL

Senior Advisor for Housing Needs Assessment, City of Wildwood, FL — evaluated demographics, housing inventory, and affordability; projected 2050 demand for 49K units; identified land shortfalls and recommended regulatory updates and a Housing Action Plan

OTHER PROJECTS

- + Orange County Housing Authority, Housing Relocation & Redevelopment Plan, Orlando, FL
- + Carver Park Housing Study, Orlando, FL
- + Housing Market Analysis, Quest, Inc., Orlando, Florida
- + Transportation Funding Analysis for Miami, Tampa, and Orlando, FL
- + Transit-Oriented Development (TOD), Port Authority of Allegheny County, Pittsburgh, PA
- + NeoCity, Technology Park, Lead Real Estate Advisor, Kissimmee, FL
- + Panama City Developer Solicitation and Implementation, Panama City, FL.
- + City of Gainesville Developer Solicitation and Implementation, Gainesville, FL.
- + SR 429 Land Use + Economic Development Study, Cities of Ocoee and Winter Garden, FL.
- + Financial & Market Assessment, OBT Development Board, Orange County, FL
- + Employment Center Master Plan, City of Mount Dora, FL.

FABIAN DE LA ESPRIELLA, AICP



Principal

Transportation + Mobility Lead

CREDENTIALS

American Institute of Certified Planners #026021

EDUCATION

University of Florida, MA, Urban & Regional Planning
Pontificia Universidad Javeriana, BS, Architecture

PROFESSIONAL ASSOCIATIONS

Past Chair, APA Gold Coast Section
American Planning Association

AWARDS

FLASLA Award of Excellence for Biscayne Green; 2017; American Society of Landscape Architects Florida Chapter

IDA Award of Excellence for Biscayne Green, Public Space Category; 2017; International Downtown Association

CNU Charter Award for Biscayne Green; 2018; The Congress for the New Urbanism (CNU)

21 YEARS OF EXPERIENCE

Fabian is the founding principal of Urbe Studio with over twenty years of experience in urban design and livable transportation planning. His work centers on context-sensitive, multimodal solutions that enhance safety, connectivity, and quality of life. He has worked on unique and relevant projects in both the public and private sectors, giving him a broad understanding in the planning and implementation of multimodal infrastructure. He has led and collaborated on projects in Florida and across the country. Based on his integrated land use and transportation approach to design, Fabian understands pedestrian issues and walkability, street design and connectivity, traffic calming, placemaking, urban redevelopment and revitalization, and transit station area design and planning. As a professional with a design and planning background, he is interested in advancing initiatives to make cities better places to live.

RELEVANT PROJECTS

INTEGRATED LAND USE & TRANSPORTATION

Fabian helps create frameworks that integrate land use, urban design, and transportation interventions with policy and market realities. Fabian has been involved in several Complete Streets projects for a variety of agencies and state transportation departments in Florida and New Jersey, among others. These projects focused on developing multi-modal context-sensitive solutions that support community goals, cater to the access and mobility needs of all users, and are financially and economically sound. Fabian led between 2016-2017 the concept development and implementation of a Complete Streets pilot project featuring the first bus-only lane and dedicated bicycle lane in Downtown Miami. This project repurposed a downtown corridor into a multimodal street that provides transit priority and expands mobility choices to all street users.

BROWARD COUNTY REGIONAL COMPREHENSIVE SAFETY ACTION PLAN (SS4A); BROWARD COUNTY, FL

The Broward Metropolitan Planning Organization (BMPO) recently received a \$5 million Safe Streets and Roads For All (SS4A) grant from the Federal Highway Administration (FHWA). The Safety Action Plan is a joint commitment between the Broward MPO and Broward County to develop county-wide implementation strategies to prevent roadway deaths and serious injuries. This planning study will provide low cost, high impact approaches such as region-wide safe speeds strategies, Complete Streets and Vision Zero policies, and deployment strategies for innovative technologies. Fabian supported the WSP team on safe systems planning, multimodal infrastructure and community engagement tasks.



CLAUDIA RAY, MSAUD

Senior Planner + Urban Designer

Urban Design & Placemaking w

EDUCATION

MSAUD, Architecture and Urban Design, 2012, Columbia University
 B. Architecture, 2005, Universidad Simon Bolivar, Venezuela

Ms. Ray is a creative, forward-thinking Senior Project Planner and Urban Designer within GAI's Community Solutions Group (CSG). She has two decades of experience working with public, private, and institutional clients on planning, landscape design, and architecture projects of all scales. Ms. Ray's award-winning work demonstrates her proven ability to envision, design, and implement strategies while understanding the place, and listening to stakeholders and clients. She has a clear understanding of different scales of the built environment, its social and economic dynamics, governance, and private development.

RELEVANT PROJECTS

WAREHOUSE ARTS DISTRICT AND DEUCES LIVE ACTION PLAN, ST. PETERSBURG, FL

Responsible for creating a public realm and placemaking framework and action plan for the 22nd Street South corridor and Deuces Live Main Street in St. Petersburg, Florida. She identified over 30 future infrastructure projects and programs and schematic designs to guide implementation.

Vine Street Community Redevelopment Area Plan Update, Kissimmee, FL

Updating the 2012 CRA Plan envisioning its growth over the next decade including a robust engagement process, identifying potential redevelopment sites and establishing distinct sub-areas along the corridor—each with tailored visions, goals, transportation initiatives, and investment strategies.



LAURA SMITH, FRA-RA, CRE

Urban Analytics Director
 Redevelopment & Economics

CREDENTIALS

Counselor of Real Estate (CRE) Professional
 FRA-RA, Designated Redevelopment Administrator

EDUCATION

MA, Urban and Regional Planning, University Central FL
 MA, Public Administration, University of South Florida
 BA, Political Science, University of South Florida

Ms. Smith serves as Urban Analytics Director within GAI's Community Solutions Group (CSG), where she conducts and oversees the research and analysis of market, economic, and demographic data; commercial, industrial, and multifamily performance indicators; census data; and employment statistics for various products of the firm. Ms. Smith served as a professional municipal planner for 7 years writing and updating land development codes and development plan reviews; as well as comprehensive plan rewrites and updates, Evaluation and Appraisal Reports (EAR), Community Redevelopment Agency (CRA) Findings of Necessity (FON), and CRA Redevelopment Plans.

RELEVANT PROJECTS

CITY OF ST. CLOUD DOWNTOWN WAYFINDING

Created a wayfinding program for the historic downtown St. Cloud, while coordinating with the Florida Department of Transportation to implement signage.

HERITAGE TRAIL, CITY OF GAINESVILLE

Aided in creating the historic trail route and developing schematic design for interpretive signage for Florida's first nationally registered African-American neighborhood.

PASCO PARKS AND RECREATION MASTER PLAN CAPITAL IMPROVEMENT PROGRAM

Created all graphics communications to increase public awareness for the Pasco County 2015 Parks and Recreation Master Plan including logo, collateral and social media.



ANA KIMELTON
Director of Wayfinding and Environmental Graphics
 Branding, Signage and Wayfinding



KRISTIN CABORN
Parks and Public Spaces Director
 Park System Planning

CREDENTIALS

Digital Marketing Certificate, University of South Florida

EDUCATION

BFA, Industrial Design, Savannah College of Art + Design
 BS, Graphic Design, Instituto de Diseño de Caracas
 BS, Industrial Design, Instituto de Diseño de Caracas

Ms. Kimelton is a Senior Environmental Graphic Designer in GAI's Community Solutions Group (CSG). With 12 years of experience, she is a passionate Graphic and Industrial Designer, who is vastly skilled with product design and development and branding. Her background in industrial design gives her extensive knowledge of fabrication and materials. Research plays a big part in her design methodology. Ms. Kimelton has worked on national and international projects for cities such as Daytona Beach, Kuala Lumpur, Buena Park, Oklahoma City, and Naples; and on campus wayfinding for Central Michigan University, Virginia State University, and New Jersey Institute of Technology.

RELEVANT PROJECTS

CITY OF ST. CLOUD DOWNTOWN WAYFINDING

Created a wayfinding program for the historic downtown St. Cloud, while coordinating with the Florida Department of Transportation to implement signage.

HERITAGE TRAIL, CITY OF GAINESVILLE

Aided in creating the historic trail route and developing schematic design for interpretive signage for Florida's first nationally registered African-American neighborhood.

PASCO PARKS AND RECREATION MASTER PLAN CAPITAL IMPROVEMENT PROGRAM

Created all graphics communications to increase public awareness for the Pasco County 2015 Parks and Recreation Master Plan including logo, collateral and social media.

CREDENTIALS

Certified Park and Recreation Executive (CPRE) (11160)
 Florida CPTED (Crime Prevention Through Environmental Design) Practitioner

EDUCATION

MS, Recreational Studies, University of Florida
 BS, Recreation (Honors), University of Florida

Ms. Caborn brings nearly three decades of extensive parks and recreation management and planning experience involving managing several multimillion-dollar parks and recreation projects, and providing master plan implementation and phasing plans services for public sector clients. Ms. Caborn thoroughly understands the municipal park planning process through her experience as a previous Parks and Recreation Director, where she was actively involved in all aspects of park planning, including extensive public involvement and facilitation. She was named to Engineering News-Record's Southeast Top 20 under 40 in 2015.

RELEVANT PROJECTS

NORTH MIAMI BEACH PARKS AND RECREATION MASTER PLAN

Project Manager for the first-ever PRMP for the City of North Miami Beach, including inventory collection, LOS, and walkability analysis using GIS; recommendations; and capital improvement program (CIP) planning.

MOUNT DORA PARKS AND RECREATION MASTER PLAN

Project Manage for the Park and Recreation Master Plan which included a complete inventory of the existing park and recreation infrastructure, a comprehensive public input program, and provided a final vision and master plan for the next 10 years including a live inventory of facilities and amenities that the City.



JORGE A. BARRIOS, PE

**Transportation Engineer/
Planner**

Transportation + Mobility



MATEO VAN THIENEN

**Transportation Analyst/
Planner**

Transportation + Mobility

CREENTIALS

Professional Engineer

FL#78827

CA#823329

EDUCATION

University of California, Berkeley, MS, Transportation Engineering

University of Florida, BS, Civil Engineering

Jorge specializes in developing data-driven recommendations that can properly inform decision-making processes. He combines his academic background in transportation engineering with experience in urban planning and a passion for analyzing and visualizing data of all shapes and sizes. Jorge has been an integral part of high-profile projects in California and Florida across a wide range of topics, including freeway operations, origin-destination analyses, transit corridor studies, areawide safety analyses, and applied research.

RELEVANT PROJECTS

METROPLAN ORLANDO GENERAL PLANNING CONSULTANT

Supported MetroPlan Orlando since 2016 with a wide variety of transportation projects, ranging from neighborhood-level origin-destination analyses to regional freight planning.

BROWARD BSAP SCHOOL ZONE ACTION PLAN (SS4A)

Developed and executed a prioritization methodology for the County's Safety Action Plan that ranked 300 schools using environmental characteristics and crash history and a crash data dashboard.

SCHOOLS AND PARKS SAFETY DASHBOARD, HIALEAH, FL

Jorge developed a web-based dashboard to display detailed crash data and related datasets for individual schools and parks within the City of Hialeah.

EDUCATION

University of Florida, BA, Sustainability & the Built Environment

Mateo is a data-driven urban designer and transportation planner and has experience in data analysis, concept visualization, urban planning, and landscape architecture. He holds a bachelor's degree in Sustainability and the Built Environment, with concentrations in Geodesign and Landscape Architecture. Mateo's work includes data analysis, mapping, bikeshare station site design, 2D and 3D conceptual visualization, and multimodal corridor studies and small area plans focused on improving roadway safety and pedestrian and bicycle infrastructure. He is passionate about sustainability and the relationships between active transportation and community well-being.

RELEVANT PROJECTS

LIVABLE TRANSPORTATION & COMPLETE STREETS

Mateo helped with concept development of Complete Streets projects for a variety of agencies and state transportation departments in Florida, Virginia, Maryland, Washington, DC developing multi-modal context-sensitive solutions.

CITY OF ORLANDO DOWNTOWN ACTION PLAN

To create a walkable downtown, Mateo developed preliminary CAD re-design street concepts for more than 25 city blocks to show on-street parking additions, lane re-configurations, cycle-track additions, and multimodal improvements.

BROWARD COUNTY REGIONAL SAFETY ACTION PLAN (SS4A)

Supported safe systems planning, multimodal infrastructure and community engagement tasks for the County's Safety Action Plan.



RELEVANT EXPERIENCE

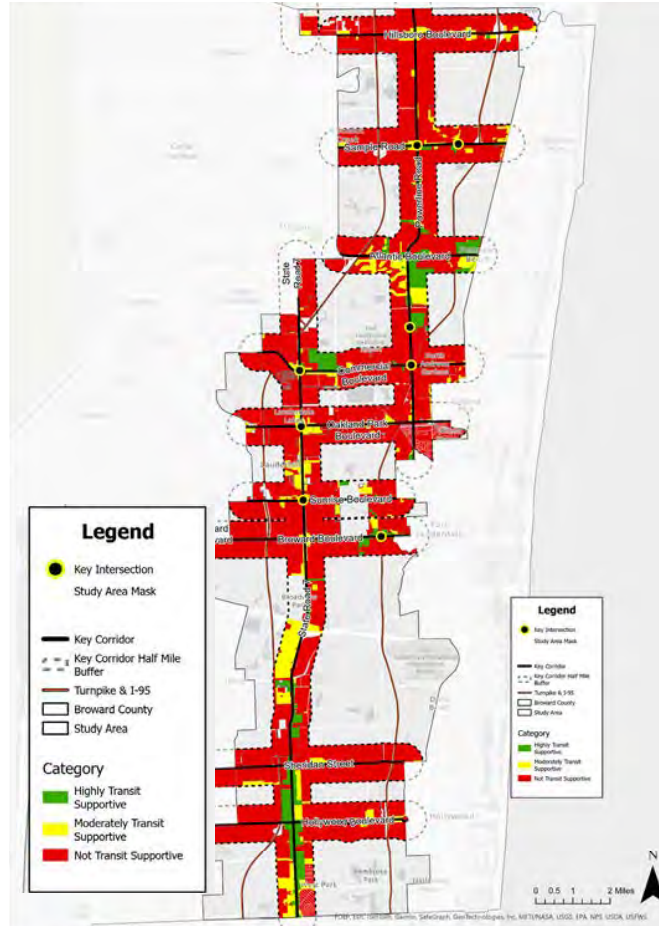
With proven experience in communities like Fort Lauderdale, we offer a multi-disciplinary team uniquely positioned to deliver expertise in:

- Land Use & Comprehensive Planning within Florida’s legal and regulatory context
- GIS Mapping, Spatial Analysis & Data Visualization
- Socio-Economic & Demographic Data Analysis
- Public Outreach, Stakeholder Engagement & Communications
- Affordable Housing Policy, Needs Assessments & Program Alignment
- Community Redevelopment Area (CRA) Planning, Evaluation & Implementation

Colab manages a focused portfolio of projects, led directly by our Principal and Director for a hands-on approach. We oversee all deliverables, track progress through detailed work logs, and provide monthly reports to ensure accountability. This process guarantees high-quality results and direct access to our experts. More importantly, one of our defining strengths is that senior team members remain engaged in every aspect of the project, ensuring clear communication and expert accountability.

Significant works include:

- Principal in charge for **Pinecrest Parkway Vision Plan Update.**
- Lead planner and engagement specialist for **2022 West Melbourne Comprehensive Plan Update.**
- Lead planner for **Broward MPO’s Central Broward TOD Toolkit.**
- Project manager for **Downtown Augusta Zoning Code.**
- Primary author for **BCR South Small Starts** application to support a \$300M infrastructure investment.
- Authored key elements for **2020 Fort Lauderdale Comprehensive Plan update.**
- Drafted the design guidelines and zoning for **Midtown Miami**, a now-thriving neighborhood.
- Created **Little Havana’s Pedestrian Priority Zones** and \$40M in pedestrian improvements.
- Leading redevelopment initiatives for the **NW 7th Avenue and NW 79th Street CRAs in Miami Dade County** including master planning and code updates.



USDOT Thriving Communities CENTRAL BROWARD TRANSIT ORIENTED DEVELOPMENT TOOLKIT FOR BROWARD MPO

The US Department of Transportation (USDOT) awarded Broward MPO technical support through the Thriving Communities Program (TCP). Recognizing the housing and transportation challenges the Central Broward region faces, Broward MPO is using the grant to build a TOD Toolkit, as a resource for the least connected and most transit-dependent populations in the county, municipalities between I-95 and the Florida Turnpike, which represents the least connected and most transit-dependent population.

This Toolkit aims to suggest an alternative approach to the current development patterns in Central Broward, whose population is most vulnerable to displacement and in most need of connected communities. We also

analyzed existing zoning for each municipality along major corridors and categorized them as supporting compact, dense communities that could support future transit infrastructure. **We found that while most of the study area used suburban zoning standards, the county already had several policies to guide potential regulatory changes for individual municipalities, including the Activity Center future land use category.** This became the basis of the toolkit and informed the next phase of work, establishing vision typologies for prototypical development scenarios and recommending municipalities align their underlying zoning with new locations for Activity Centers.

The TOD Toolkit will be presented for final approval end of 2025.



Rendering of proposed Downtown Fort Lauderdale station.

Broward Commuter Rail Small Starts, Florida STATION AREA PLANNING, LAND USE AND ECONOMIC DEVELOPMENT

Colab played a pivotal role as lead planner in shaping the vision for the Broward Commuter Rail. Tasked with evaluating eight potential station areas, our team guided the process of recommending six key station locations that will define the system’s success.

Through a rigorous analysis, we built a clear and widely accepted evaluation matrix—balancing land use, economic development potential, and community priorities. We had extensive coordination with municipalities to take a deeper dive into each site’s regulatory framework, housing and transit policies, development pipeline, and long-term projections for population and employment. **The analysis included each neighborhood’s growth potential, whether plans, policies, and zoning support new transit-oriented development,**

available land and investment opportunities, a mix of residential and commercial uses, and a comprehensive code review. It also included extensive coordination with municipalities to collect data on development capacities based on the Comprehensive Plans, planned developments, affordable housing policy, bonuses, and population and employment projections.

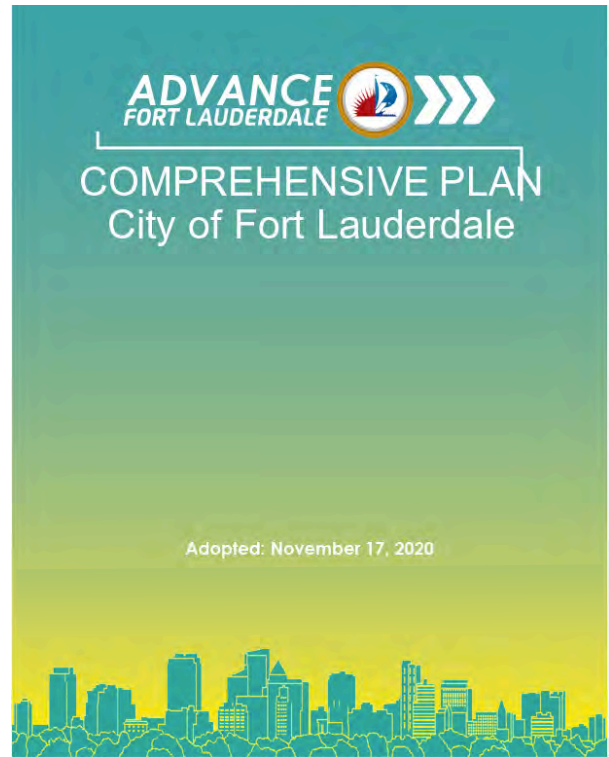
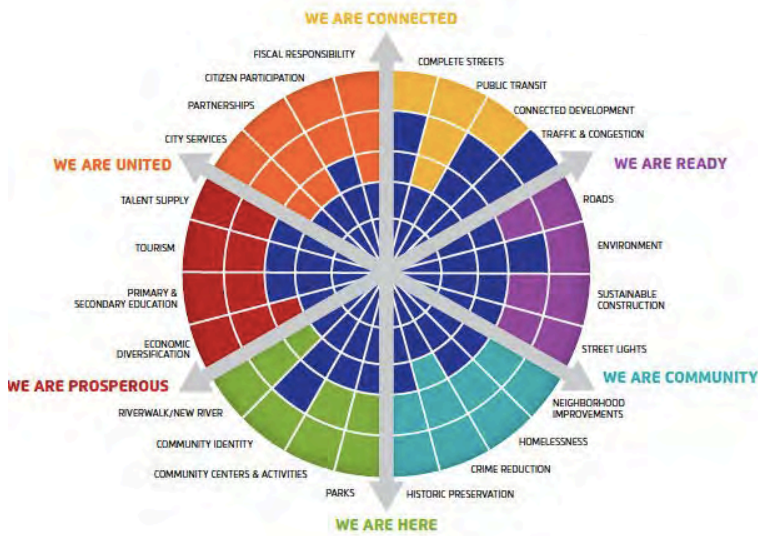
Colab also led the urban design and community engagement efforts and created compelling visuals, presentation materials, and immersive station renderings that sparked meaningful conversations at a hybrid workshop. The project was approved December 2023 locally and approved for Federal funding this past year.



Downtown Augusta, Georgia ZONING ORDINANCE UPDATE + ENGAGEMENT

MHCP COLAB is spearheading historic downtown Augusta’s code update and public engagement. Sixty years of zoning amendments have created a unified development code that is difficult to use, inconsistent, and ambiguous. Our approach is to connect the city’s major employment center, the University of Augusta medical complex, to downtown through the existing warehouse district that separates the two. By updating the allowable uses of the warehouse district and increasing the development potential, the city can better transition to the historic core and attract more housing for employees and students and better activate the Savannah River, which fronts a series of surface parking lots and the backs of buildings. Public input included a series of focus group sessions, steering committee sessions, open houses and several press

pickups to generate **more than 500 online survey responses** from residents, businesses and developers. Recommendations include simplifying the overall code by consolidating the zoning districts and overlays into three distinct subdistricts, enhancing the riverfront with active uses on the primary frontages and corners, allowing residential throughout the downtown as of right, removing parking minimums, allowing a mix of uses. We strive for a simpler code with a streamlined review process to reduce current barriers to development and help attract more investment and people downtown. The code includes diagrams and econometrics by lot size to illustrate dimensional standards.



**Fort Lauderdale, FL
ADVANCE FORT LAUDERDALE COMPREHENSIVE
PLAN UPDATE**

In Spring 2018, Colab was engaged as a subconsultant to develop four elements for Fort Lauderdale’s most recent Comprehensive Plan Update. This innovative plan sought to redesign each element for clarity and legibility for the community at large using the six themes from the city’s previous Vision Plan: (1) Neighborhood enhancement, (2) infrastructure and sustainability, (3) business development, transportation, education, (4) public places, (5) public safety, (6) internal support, leadership and fiscal responsibility.

For Colab, this meant reviewing the previous comprehensive plan elements for repetition and ambiguity and revising the text to be more succinct and straightforward. It also included revising and reorganizing the goals, objectives and policies.

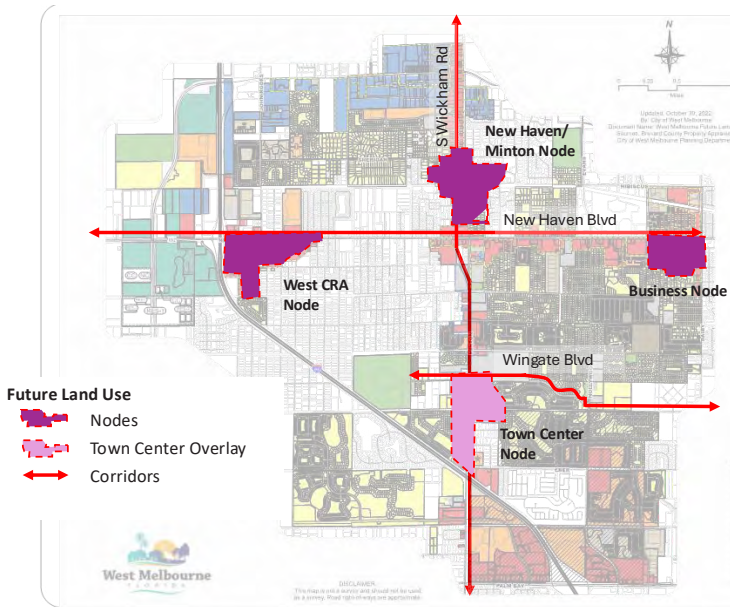
Colab restructured and organized the elements and prepared new policies and narratives in alignment with the previous

vision plan for the:

- Intergovernmental Coordination Element
- Public Schools Element
- Capital Improvements Element
- Administrative Element

The result was a streamlined version of the four elements that provided a new overall structure for coordinating and administering the updated Comprehensive Plan.

With a tight turn around, the draft of the four elements was completed in less than two months.



MENTIMETER RESULTS VISIONING SESSION WEST MELBOURNE

The following results show the mentimeter responses of the residents attending both in person Visioning Session and the virtual workshops (audience, digital, paper responses). This also includes additional comments from residents in attendance.

In Person Visioning Session

Sign in: 29
Mentimeter Participants: 18*
Hard Copy Surveys: 4

Virtual Visioning Session

Sign in: 13
Mentimeter Participants: 10*

*Note: Participants using Mentimeter were able to skip questions

QUALITY OF LIFE

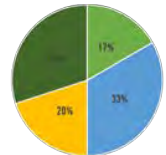
Question: Do we want to maintain or enhance our quality of life?



Additional comments

- Enhance what we have but not over growth
- Maintain & Enhance both 3x
- Address overpopulated schools
- Improve housing opportunities
- Greenspace
- Fun things such as cultural center
- Affordable housing

Question: What would enhance the quality of life in your opinion?



Additional comments

- Keep small towns feel

Nodes and corridor approach to development and future build out for the future land use map. Survey results substantiated our future land use recommendations with a robust community engagement plan.

**West Melbourne, Florida
VISION AND COMPREHENSIVE PLAN**

Colab developed the public engagement strategy and visioning process for the West Melbourne Comprehensive Plan and prepared the Future Land Use, Conservation, and Parks elements.

Colab developed a communications strategy and talking points to share with the community. Outreach efforts to foster input from stakeholders and Council members regarding the community's ideas have generated key themes and a branding concept for the comprehensive planning process. The outreach effort included over 145 participants across two visioning sessions, an open house with interactive boards, two workshops, stakeholder interviews, and surveys designed to generate ideas and build consensus on themes and growth scenarios. The project was approved in May 2024.

“Matt and Melissa of MHCP Colab are a dynamic team that brought their enthusiasm, vast facilitation skills, and organization to our citizen visioning workshops for West Melbourne’s comprehensive plan rewrite. Their interpersonal skills at dealing with a diversity of people and attitudes during the workshops contributed to the professional and composed tone of the workshop, which makes the job of city planners easier. We are glad they are part of the comprehensive plan rewrite team.”

--Planning Director, Christy Fischer



Fort Meyers Beach, FL COMPREHENSIVE PLAN UPDATE

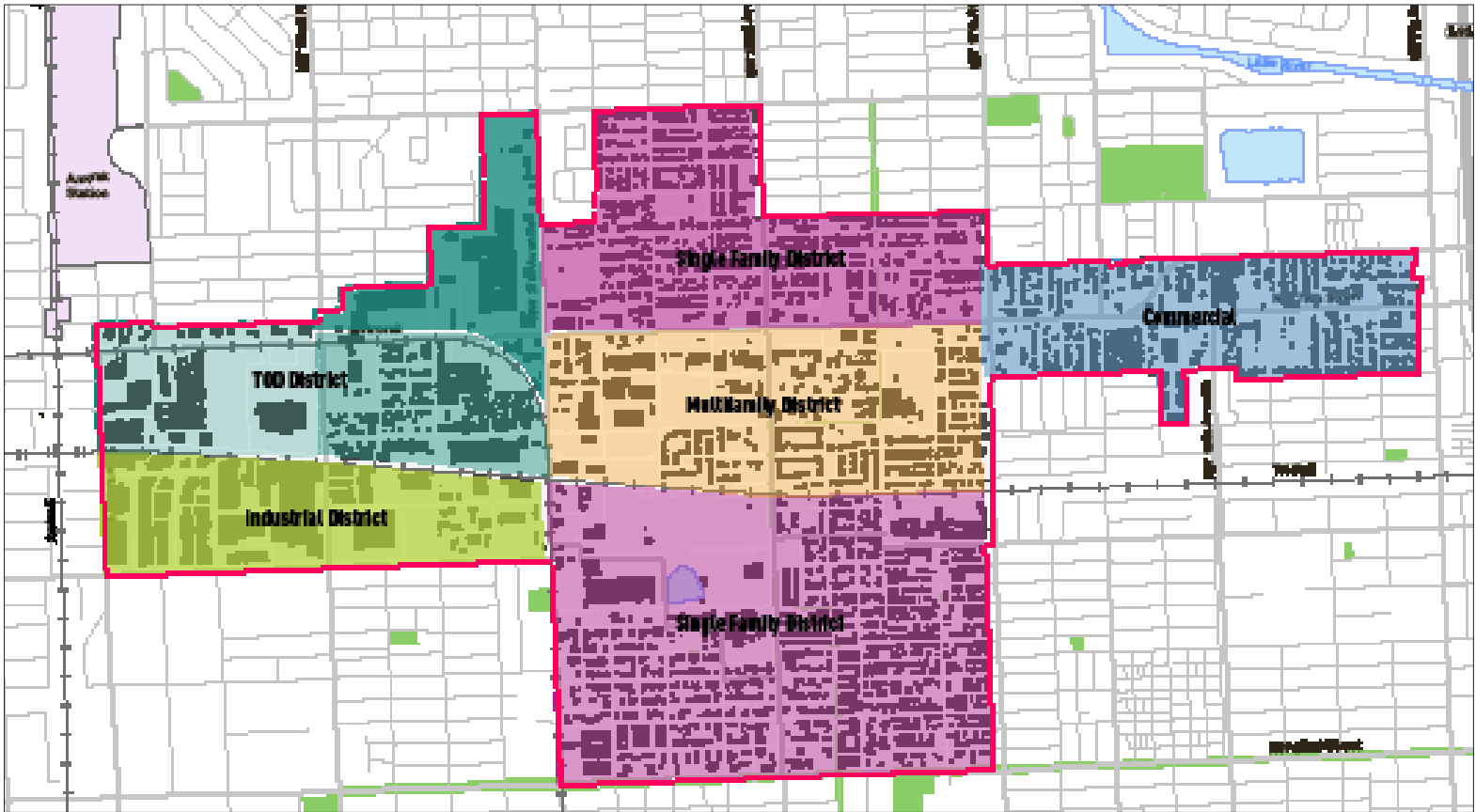
In Fall 2021, Colab was part of a team to prepare the Comprehensive Plan update for Fort Meyers Beach. A coastal island community with a tremendous amount of tourism and vacation rentals, the plan sought to

With a projected population of 6,700 people in 2040, a median housing sales price of \$1.35M in 2022 and a severe lack of affordable housing to support the local workforce, the Plan’s vision was to create new districts to direct increased density and intensity, including modified densities, to five special districts that are designated redevelopment areas. A linear island, the new districts are evenly distributed throughout the town to provide centers of activity with mixed uses and housing within close proximity to all residents.

Colab restructured and organized the elements and prepared new policies and narratives that supported the concept of new, mixed-use districts for the Conservation, Community Design,

Recreation, Historic Preservation and Capital Improvements elements.

The **Community Design** element provided standards for the community’s appearance, land development regulations, design standards and parking. It focused on connectivity, character, and reinforcing new districts. The **Historic Preservation** element provided guidelines for preserving structures and enhancing historic preservation. The **Recreation** element updated the level of service standards, equity access criteria, programming, monitoring, acquisition and inventory. The **Conservation** element provided guidance on additional land acquisition, protections from development activities, healthy wildlife habitats, water supply, education, and monitoring and evaluation. The **Capital Improvements Plan** element was updated to reflect changes in priorities and capital investments.



Proposed zoning subdistricts for NW 79th Street Redevelopment Area.

NW 7th Avenue CRA and 79th Street CRAs, Miami, Florida ACTION PLAN, ZONING CODE AND MASTER PLANNING

Colab completed our first year of economic development services to the NW 7th Avenue CRA and the NW 79th Street CRA in Miami-Dade County on April 3, 2025. We were tasked with developing a five-year action plan for both CRAs. The NW 7th Avenue CRA's five-mile corridor is primarily commercial and was, historically, the main north/south route that preceded the interstate highway. Since I-95 was built, the corridor has declined and became a redevelopment area in 2012. NW 79th Street CRA's 1400 acres has a vast amount of vacant and underdeveloped land, modest single-family neighborhoods that could be vulnerable to gentrification and displacement, a large industrial core linked to the FEC rail corridor, and a growing transit-oriented development district.

Our approach for both CRAs was to conduct an **extensive existing condition and mapping analysis using ArcGIS to understand land values, development patterns**, unsafe structures, and redevelopment opportunities; transform our findings into actionable priorities; and, ultimately, develop a master plan and vision.

We continue conducting a land analysis for potential redevelopment sites in coordination with an overall master plan and code amendments. Our work also includes a project dashboard and interactive website to access parcel data and redevelopment opportunities.

The Action Plans were approved in March and June 2025 and **the zoning will be modified by 2026**. This is a multi-year contract.



City of Miami

LITTLE HAVANA PEDESTRIAN PRIORITY ZONES

MHCP Colab fostered a clear commitment from the City of Miami and a mandate from the Florida Department of Transportation (FDOT) to make Little Havana safer for children and families to walk to school.

Little Havana is a culturally rich community, large population (76,000), active with people walking and 11,421 households with children. It has the highest concentration of schools in Miami. Transportation grids are problematic with very aggressive drivers that use the neighborhood to cut through to other parts of the city and downtown Miami. Using Florida Department of Highway Safety Motor Vehicles crash data provided by the Florida Department of Transportation (FDOT), MHCP Colab confirmed 293 pedestrian crashes and 12 fatalities over a five-year period from 2012-2017. This is the highest incident of pedestrian crashes in Miami Dade County.

Through coordination with the City, County and State,

Colab developed policy language to support roadway safety improvements in four pedestrian priority zones.

These design criteria have been adopted by the City of Miami December 2020. New policy requires crosswalks, designated greenways, 25mph speed limits on local streets, leading pedestrian intervals and midblock crossings for 20 total new projects. Several projects have already been implemented and priority one projects are in design with construction completed by 2026.

Our public relations approach generated widespread support and \$3M appropriations from a bipartisan bill through the State Legislature signed in June 2021. Additional funding of \$2.5M was allocated by the District Commissioner. Multiple press conferences and a media walking tour generated coverage from Univision, NBC 6, Miami Herald and Miami Today.



Massing analysis and concept for updated zoning district.

Pinecrest Parkway US-1, Florida VISION PLAN + CODE REWRITE

MHCP Colab led the Village's Pinecrest Parkway (US1) Vision Plan and code update, responding to Miami Dade County's desire to up-zone around planned transit stations and corridors, including US1. Managing community expectations and key points was a critical part of our work. We launched a communications strategy to provide factual information about the project, address community concerns, and offer an alternative development scheme and zoning revisions around the proposed transit stations. The key drivers of plan recommendations included a strong housing market, a high disposable income spent outside of Pinecrest, and demand for dining, entertainment, and more places to go.

Our communications strategy and talking points identified clear goals and objectives for the planning process to foster community outreach. Colab worked with a Citizens'

Committee of resident architects, landscape architects, and planners to shape the vision under the guidance of the planning department and with our design subconsultant MKSK. **Together, we conducted eight interactive meetings with the Citizen Committee and the public to design the plan vision and evaluate the corridor needs and opportunities in consideration of the community preferences.** This included conceptual plans and 3d renderings of transit-oriented development around planned station areas for community-wide visioning. Upon approval Colab drafted the zoning code update.

The Village Council adopted the Vision Plan and zoning revisions in November and December 2022.



Midtown Miami MASTER PLAN AND ZONING OVERLAYS

Firm Principal, Melissa Hege was a lead planner for the former 56-acre Buena Vista rail yard which was transformed into Midtown Miami--the most significant redevelopment project both in terms of private investment and program size. The team developed a plan to integrate the massive, vacant site into the urban fabric of the city to create a new neighborhood and provide a much needed retail hub under the direction of a New York developer. This included creating a funding mechanism through a new Community Redevelopment Agency, developing a streetscape plan, segmenting the project into two overlay **Special Districts (SDs), now known as Special Area Plans (SAP)**, drafting a new zoning code and design guidelines.

Midtown Miami is now a thriving and bustling neighbor-

hood which has created a sense of community, increased jobs, and added value to the surrounding neighborhoods.

Midtown Miami was the catalyst for the Miami Design District and Wynwood by opening up a 56-acre walled storage yard and reconnecting the street grid to these adjacent districts. The CRA was an essential funding element for streetscape improvements, public parking structures and public spaces.



City of Miami Business Improvement District PUBLIC ENGAGEMENT FOR WYNWOOD ARTS DISTRICT STREET TREE MASTER PLAN

The Wynwood Street Tree Master Plan encompassed urban planning and landscape design for over 10 miles of streetscape for the Wynwood District that embodies the best practices and principles of sustainability, environmental resiliency, open public space, pedestrian/ bike mobility and neighborhood connectivity.

Public input was a driving influence in the design. MHCP Colab lead the public engagement strategy under the Architectonica Geo team to guide outreach to business owners, property owners and residents. Through traditional and non-traditional outreach efforts, our team was able to understand community concerns to best address the issues and challenges as the district continues to grow and evolve. This included an open meeting with interactive boards and paper survey, 45-minute mini-workshops by geographic

areas with property owners and businesses and a special event at Wynwood Yards which provided a casual and social opportunity to learn about the project with a live demonstration that captured the community's comments.

Colab also provided expertise in urban analysis, zoning and implementation and provided a strategy for prioritizing and funding the streetscape designs. The plan was adopted in 2019.

Rapid design sessions, a gallery style open house and a special event at Wynwood Yards were engagement strategies designed to match the unique character of the Wynwood Arts District stakeholders.

TRAIL FRAMEWORK [31st Street S to 24th Street S]

OPPORTUNITIES & ACTIONS

TRAIL CROSSINGS: These are intersections for cars, pedestrians, and bicycles. All intersections need to be improved.

Proposed improvements are:

- 31st Street S: Add new pattern crosswalk crossing, wayfinding sign, and art.
- 28th Street S: Re-design intersection to accommodate bicycle movement from 28th Street S and the trail. Add new pattern crosswalk crossing, wayfinding sign, and art.
- 24th Street S: Re-design of intersection. Add new pattern crosswalk crossing, wayfinding sign, and art.

TRAIL NODES: These are new bicycle and pedestrian connections and access to the trail. They provide opportunities for resting areas, location of wayfinding signs, and art.

BUILDING ACCESS TO THE TRAIL: We encourage all existing and future buildings located along the trail to provide access to the trail.

TRAIL CORNERS: These are private/public open spaces on pieces of land on which it is difficult to place a structure due to their shape. These can be great trail amenities and resting areas for visitors.

ART & LANDSCAPE ON WALLS/FENCES: We encourage property owners to add murals, art, and vegetation along blank walls or fences located along the trail.

ART PIECES: We encourage the use of vertical art along the trail. The art could be placed in the trail right-of-way or on private property.



City of St. Petersburg, Florida WAREHOUSE ARTS DISTRICT/DEUCES LIVE JOINT ACTION PLAN

The City of St. Petersburg partnered with local businesses and residents to create a Joint Action Plan for the 22nd Street Deuces Live Corridor and the Warehouse Arts District—one of Florida’s most culturally vibrant and historically significant urban areas. The plan establishes a public realm framework that advances urban design and placemaking through recommendations for streetscape improvements, open space activation, branding, gateways, wayfinding, and private property enhancements. It also includes programs for events, investment, and celebrating this diverse urban place. GAL’s Community Solutions Group (CSG), in collaboration with

Deuces Live and the Warehouse Arts District Association, led more than 16 public involvement events to gather design input and shape the planning process. The resulting Action Plan identifies over 30 physical projects and programs for phased implementation, including sidewalk upgrades, road diets, streetscape plans, reclaiming right-of-way, and two new parks. A key feature is the Pinellas Trail, envisioned as a green spine linking district destinations, experiences, and buildings to the regional recreational network. Several strategies are already moving forward, including private development proposals supported by CSG.



Jacksonville, Florida

RIVERPLACE BOULEVARD COMPLETE STREET

GAI's Community Solutions Group (CSG) worked with the City of Jacksonville, Florida, on the implementation of a place-based reconstruction and "road diet" for Riverplace Boulevard. The project had been long identified as a top-priority project of the South Bank Community Redevelopment Area (CRA), focusing on the need to balance auto movement with increased bike/pedestrian safety. The objectives of this road diet also incorporated a "placemaking" approach in order to support emergent development, such as residences and retail, while addressing a regional desire for increased access to the Riverwalk. CSGI led the public involvement effort, exploring several alternative scenarios, which helped guide the City in selected the

most appropriate final design. The preferred concept included a roadway reduction from 5 to 3 vehicular lanes; buffered bike lanes; on-street parking; increased sidewalks and pedestrian crossings; as well as contemporary streetscape solutions such as low-impact design (LID) urban rain gardens, lighting, and decorative seat walls. The project also features enhanced access to public transit and utility improvements. GAI further worked with the City to achieve the project vision. As prime consultant, GAI served as Engineer-of-Record, and provided all landscape architecture and civil engineering services. Today, the project is successfully built, and is a highly popular example of a Complete Street that fulfills the diverse community needs of the City.

MARKET TRENDS | RETAIL

MARKET OVERVIEW

As of year-to-date (YTD) 2021, January through August 2021, the East Tampa, Drew Park/Airport, and West Tampa sub-districts have retail occupancy levels that are slightly higher than that of the County and the City. Additionally, the Drew Park/Airport sub-district saw nearly 3.1 million square feet, has significantly more retail space than all other sub-districts, closely followed by Urban Core and University Area with 1.8 million and 1.7 million square feet, respectively.

In addition, the City experienced over one million square feet of retail absorption, accounting for nearly 75% of the absorption within the County. Gross absorption decreased 32% in the County and 34% in the City year-over-year. During this same time frame, gross absorption decreased for the Drew Park/Airport and University Area sub-districts. A decline in gross absorption may be a result of new inventory coming onto the market without a commensurate demand, or vacancy increasing as tenants do not renew leases on the properties they previously occupied, due to the lasting impacts of the COVID-19 pandemic on the economy.

Average rental rates in Drew Park/Airport, Urban Core, and West Tampa were slightly higher than that observed within the County and City, as of year-to-date 2021. Year-over-year, average rental rates increased 3.6% in the County and 4.3% in the City. During this same time frame, average rental rates increased significantly in the University Area, East Tampa, and West Tampa sub-districts at 15%, 9.5%, and 9.7%, respectively, which may be driven by increases in demand and supply for desirable retail space within the area.

RETAIL MARKET CHARACTERISTICS | YEAR-TO-DATE 2021

Area	Available Area	Occupied	Vac.	Gross Absorp.	Average Rental Rate	Under Const.		
	Sq. Ft. % of City	Sq. Ft.	%	Sq. Ft.	\$/Sq. Ft.	Sq. Ft.		
Hillsborough County	73,440,348	73,026,633	99.3%	3,238	1,432,949	228,251		
City of Tampa	51,458,163	49,875,543	96.9%	3,1%	1,041,809	519,729		
Sub-Districts:								
Urban Core	1,809,081	2.4%	1,887,665	93.3%	6.7%	71,481	\$20.09	73,405
East Tampa	426,006	0.6%	426,000	100.0%	0.0%	6,990	\$16.36	-
West Tampa	382,255	0.5%	378,755	99.1%	1.3%	52,500	\$25.00	-
Drew Park/Airport	3,065,830	4.1%	3,032,434	98.9%	1.7%	35,896	\$7.29	-
University Area	1,662,309	2.2%	1,594,938	95.9%	4.3%	40,327	\$17.61	-

YEAR-OVER-YEAR KEY SNAPSHOT

- 426,006 sq. ft. of retail space remained constant over the prior year.
- Vacancy of retail properties fell by 180%.
- Average rental rates increased 4.3%.
- Leasing activity of retail space increased 10%.
- Market sales price per sq. ft. increased 6.2%.
- 426,006 sq. ft. of retail space remained constant over the prior year.
- Vacancy of retail properties fell by 180%.
- Average rental rates increased 4.3%.
- Leasing activity of retail space increased 10%.
- Market sales price per sq. ft. increased 6.2%.
- 3,134 sq. ft. of retail space remained constant over the prior year.
- Vacancy of retail properties increased 15%.
- Average rental rates increased 10%.
- Leasing activity of retail space increased 47%.
- Market sales price per sq. ft. increased 5.5%.
- 1.7M sq. ft. of retail space remained constant over the prior year.
- Vacancy of retail properties increased 15%.
- Average rental rates increased 10%.
- Leasing activity of retail space increased 47%.
- Market sales price per sq. ft. increased 5.5%.

ANNUAL INVENTORY

Over the last five years, total inventory of retail space has increased significantly within the West-Tampa sub-district, at 100%. Inventory within the Drew Park/Airport and Urban Core sub-districts have also experienced a slight increase of 18% and 3.2%, respectively. During this same time frame, inventory decreased 0.7% and 0.6% within the East Tampa and University Area sub-districts. Comparatively, total inventory of retail space increased 1.7% and 1.5% within the County and the City over the last five years.

VACANCY RATE

Vacancy rates decreased for the East Tampa, University Area, and Drew Park/Airport sub-districts over the last five years. A decline in vacancy rates may be attributed to an increase in leasing spending behaviors and a rise in building demand. Whereas, the Urban Core and West Tampa sub-districts experienced increases in vacancy rates during this same time frame, which could be driven by a decline in desirable rentable space. Comparatively, vacancy rates fell in the County by 5% and increased in the City by 12% over the last five years.

AVERAGE RENTAL RATE

Over the last five years, average rental rates of retail space have increased for all the Tampa sub-districts. West Tampa and the University Area experienced the greatest increase in average rents by 144% and 57%, respectively. During this same time frame, the average rental rates within the County and the City also experienced an increase of 20% and 23%, respectively. An increase in overall retail demand within the County and City may be driving the higher average rents within the comparable sub-districts.

TAMPA'S RETAIL MARKET, AT 97% OCCUPANCY, HAS OVER 100,000 SQ. FT. OF NEW RETAIL DEVELOPMENT UNDER CONSTRUCTION AS OF YEAR-TO-DATE 2021.

WEST TAMPA | PRIORITY PROJECTS

ROME YARD

The Rome Yard project is planned as a pedestrian-friendly neighborhood with multiple modes of public transportation, a workforce training center, a cultural center, and an art pavilion highlighting West Tampa history. In about a year and a half, the Tampa Riverwalk is expected to cut through the property. The Rome Yard project will feature 500-plus apartments and roughly 50 townhomes, which will be available for purchase.



STREETCAR EXTENSION AND MODERNIZATION

An extension of the streetcar line is planned from the Downtown Tampa Whiting Street end of the line, northward to Palm Avenue into the Tampa Heights neighborhood. This comes as the Urban Core continues to experience growth in development and redevelopment, which requires transportation solutions. Expanding and modernizing the streetcar, at a cost of \$24 million, would include steeper, larger, faster cars that would roll on a longer streetcar system. The project would include:

1. Replacement of the existing railcar streetcar vehicles with modern streetcar vehicles.
2. Construction of a 1.3-mile track guideway with overhead power within existing rights-of-way from the western terminus of the existing system through the core of Downtown Tampa to Tampa Heights.
3. Construction of stops along the extension guideway.
4. Modifications to the existing 0.7-mile alignment guideway, power system, and stops to support modern streetcar operations.
5. Modifications to the existing vehicle maintenance and storage facility to accommodate the new vehicles.



City of Tampa, FL TAMPA MARKET REPORT & OPPORTUNITY ZONE PROSPECTUS

The City of Tampa engaged GAI Consultants' Community Solutions Group (CSG) to prepare a Market Report, Opportunity Zone Prospectus, and Conceptual Marketing Plan to promote the City's 18 Opportunity Zones across five sub-districts: Urban Core, East Tampa, West Tampa, Drew Park/Airport, and the University Area. The Market Report provides a data-driven overview of Tampa's economic trends, real estate sectors, and demographic conditions, while the Prospectus highlights socio-economic factors and redevelopment opportunities within each sub-district. Both documents incorporate CSG's Investment and Redevelopment Opportunity Index (ROI) model to identify potential investment properties.

Tampa faces challenges from rapid growth, climate impacts, and longstanding inequities, compounded by the COVID-19 pandemic. The reports address issues such as affordable housing, transportation, and income disparity, aiming to expand opportunities for all residents. Through stakeholder engagement, CSG developed a matrix of Qualified Opportunity Funds categorized by asset and investment focus, helping businesses and landowners connect with aligned investors. Working with the City and the Fluent Group, CSG produced a comprehensive snapshot of Tampa's market conditions, Opportunity Zones, and priority projects. Today, these tools—updated in 2022—support aggressive marketing and investment strategies and are integrated into an interactive platform on the City's website.



Project Background:

The City of Fort Lauderdale Development Services Department is advancing preliminary outreach activities to incorporate public input into the early planning phase of a himmarshee district revitalization plan.

Objectives:

The overall intent for this effort is to:

-  Conduct preliminary outreach to incorporate public input into the early planning phase of the Himmarshee District Revitalization Plan.
-  Learn about the stakeholders' concerns and desires for the area
-  Identify opportunities to enhance and revitalize Himmarshee Street and the Himmarshee (H-1) Historic District
-  Get input about desired next steps



**Fort Lauderdale, FL
HIMMARSHEE REVITALIZATION PLAN
PRELIMINARY OUTREACH**

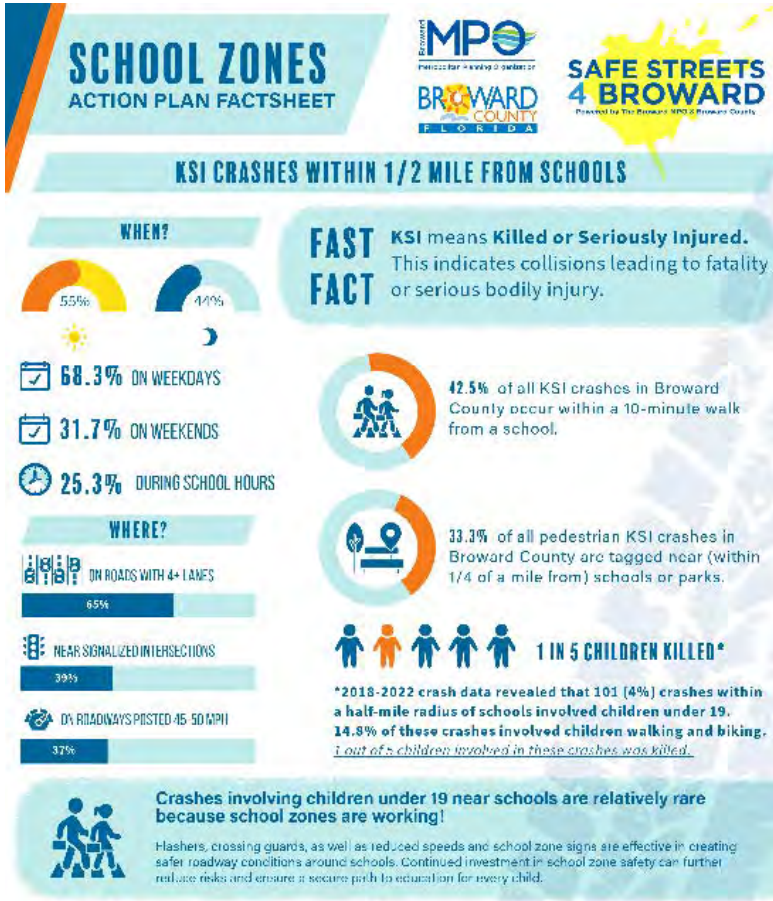
The City of Fort Lauderdale Development Services Department advanced preliminary outreach activities to incorporate public input into an early planning phase of a Himmarshee area revitalization plan. Through a solicitation process, the department retained Urbe Studio as a consultant to advance this effort.

The overall desire is to revitalize this area and attract development that complements the district's amenities and attractions. The City is looking to identify opportunities to enhance and revitalize this area through updates to the existing land development code, implementation of a more integrated streetscape and creation of design criteria to ensure new development is compatible with this district while maintaining and respecting the historic character of the area.

The scope items completed as part of this task included:

- Project management and coordination with City staff;
- Conducting one-on-one virtual discussions with key stakeholders;
- Supporting City staff in the development of a communication strategy to drive attendance to open house;
- Preparing presentation materials and informational boards for open house event;
- Planning, attending and leading discussions at interactive open house event;
- Preparation of summary report and presentation with findings.

The City is using the outcomes of this planning process to identify and evaluate next steps. This project was completed in 2024. The final report can be found [HERE](#).



Broward County, FL BROWARD COUNTY REGIONAL COMPREHENSIVE SAFETY ACTION PLAN (SS4A)

The Broward Metropolitan Planning Organization (BMPO) recently received a \$5 million Safe Streets and Roads For All (SS4A) grant from the Federal Highway Administration (FHWA). The Safety Action Plan is a joint commitment between the Broward MPO and Broward County to develop county-wide implementation strategies to prevent roadway deaths and serious injuries with an emphasis on underserved communities.

The vision of the BSAP is to achieve zero traffic fatalities and severe injuries in all of Broward County through action. This applies to drivers, pedestrians, bicyclists, public transportation, micro-mobility modes and non-motor vehicle users.

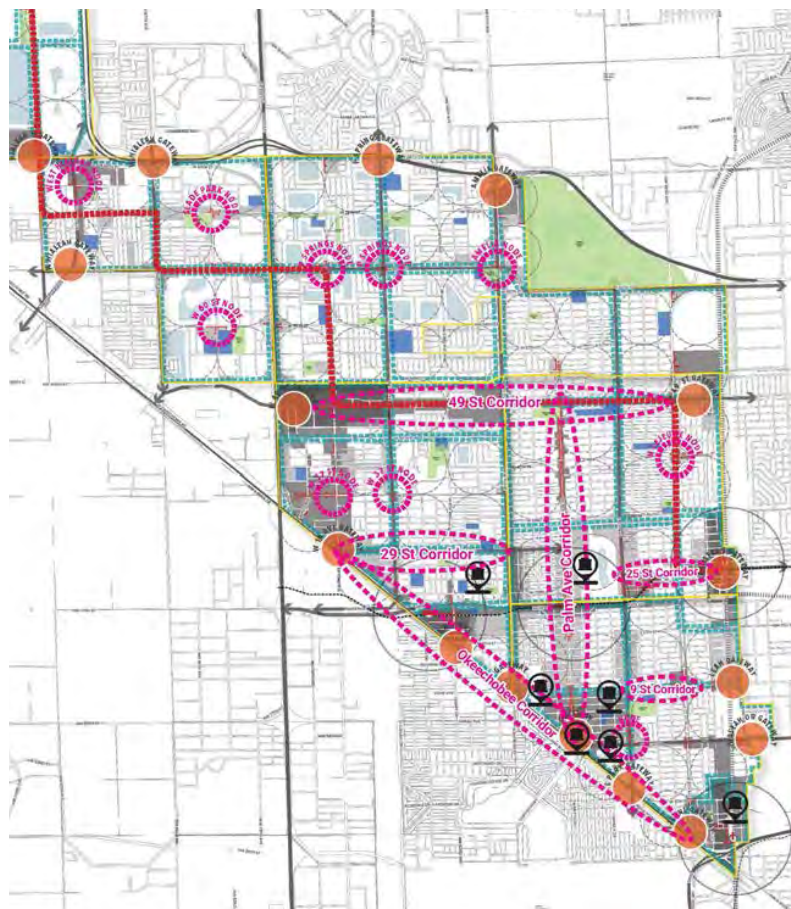
The following objectives informed the development of this plan:

- Committing to Zero

- Engage Regional Safety Leadership to Inform the Plan
- Equitable Public Participation and Outreach
- Transparent Tracking and Progress
- Policy Recommendations to Get to Zero
- Creation of a Prioritized Project Program

An inclusive analysis of facilities, crash data, policies, and demographics was completed. This process provided high impact approaches such as region-wide safe speeds strategies, Complete Streets and Vision Zero policies, and deployment strategies for innovative technologies. Projects for implementation were identified and prioritized as short- and long-term projects.

Urbe Studio participated on this project as part of the WSP team leading the School Zones Action Plan and the development of a Quick Build Guide. Our team also supported other safe systems planning, and community engagement tasks.



Hialeah, FL

CITY OF HIALEAH 2050 MASTER PLAN

In 2023, the City of Hialeah launched an ambitious initiative to define a long-term vision for its future through the creation of the Hialeah 2050 Master Plan. Timed to align with the City’s centennial anniversary in 2025, this effort sets a forward-looking agenda for the next 25 years—one focused on enhancing livability, infrastructure, and community well-being across Hialeah’s diverse neighborhoods.

Grounded in extensive data analysis and meaningful public engagement, the City is advancing a data-driven approach to address high-risk conditions on streets near schools and parks as part of its broader 2050 Master Plan goals. This strategy focuses on improving safety conditions for vulnerable road users—particularly children and older adults—by addressing high-crash corridors and intersections near key

community destinations.

The findings from the crash analysis informed the selection of three parks/schools, which were identified as areas with highest need. These three locations were prioritized for targeted safety improvements. Targeted investment areas include James Bright Elementary, Amelia Earhart Park, and Benny Babcock Park. The City is committed to incorporating these strategies to advance multimodal safety, reduce disparities in transportation outcomes, and ensure safer streets for all users.

Urbe Studio led the Safe Access to Schools and Parks analysis, dashboard development and recommendations through a data-driven approach to identify roadway safety challenges and opportunities to enhance safe walking and biking options for students and families.



TAB 4

APPROACH TO SCOPE OF WORK

A. UNDERSTANDING OF THE CITY'S NEEDS & PROJECT APPROACH

B. FACILITIES, TECHNOLOGICAL CAPABILITIES & RESOURCES

C. WORKLOAD, STAFFING & AVAILABILITY

One of our defining strengths is that senior team members remain engaged in every aspect of the project.

Wynwood Street Trazz Master Plan
Questions for Public Meetings #2
Prepared 9/16/2018

Topic 1. Prioritizing pedestrian safety over the car
What are you most concerned about regarding pedestrian safety in Wynwood?
What improvements would you most like to see made?

Topic 2. Better solutions for car circulation
What are your greatest concerns about car traffic patterns in Wynwood?
What should be done to address these concerns?

Topic 3. More trees and informal seating
Where should shade trees be added in Wynwood?
Where is the greatest opportunity for more informal seating spaces?
Where are the best locations for parklets?

Topic 4. Maintain Wynwood's current character
What are the most important character elements?
What else...

UNDERSTANDING OF THE CITY'S NEEDS



As Fort Lauderdale plans for future redevelopment within the Central City CRA, now is an ideal moment to evaluate which planning tools best support its long-term goals. Broward County's Activity Center Future Land Use designation already promotes affordable housing, mixed uses, and higher densities for transit-oriented development—aligning closely with the CRA's vision for diverse housing and a vibrant, transit-supported district.

Central City CRA's unique conditions require land-use designations that can support mixed-use development, small businesses, attainable housing options, and public realm improvements while avoiding unintended displacement pressures. This is particularly relevant along Sunrise Boulevard, NE 4th Avenue, and NE 13th Street, where redevelopment interest is growing but existing land-use classifications are fragmented. Creating a single future land use designation for the entire Central City CRA can address these needs in coordination with the rezoning that is currently in process. Both the Future Land Use Plan and Map amendments (LUPA) will enable the City to clarify development expectations, support neighborhood-serving uses, and attract responsible investment that responds to both market conditions and resident needs.

Through our recent planning and transit oriented development work in Broward County, we have established working relationships with City and County staff, the Broward County Planning Council and other decision-makers whose support will be vital to the Central City CRA Future Land Use Plan Amendment.

Fort Lauderdale's land-use decisions must remain fully consistent with Broward County land-use policy and its multi-agency review process. The LUPA must demonstrate compliance with the Future Land Use Plan—including density and intensity thresholds, flex unit consistency, infrastructure and public facilities capacity, hurricane evacuation standards, school and park levels of service, and the County's affordable housing requirements for amendments generating or reallocating residential units. It will also require a Future Land Use Map (FLUM) amendment to Broward County's FLUM. Close coordination with the Broward County Planning Council is essential to ensure a smooth, defensible, and timely review process.

A unified land-use designation like the Activity Center category is a significant opportunity to align future land-use decisions with broader mobility and redevelopment initiatives. As transit investments advance along the Northeast Corridor, Fort Lauderdale can evaluate how land-use strategies support transit readiness, walkability, and access to services—especially for residents who rely on multimodal transportation. A unified designation will also help the City better coordinate redevelopment with long-term infrastructure planning.

Our team brings a clear understanding of Fort Lauderdale and Broward County through two recently completed projects.

CONNECTED COMMUNITIES TOD TOOLKIT – BROWARD MPO

The Central Broward TOD Toolkit was a multidisciplinary planning study evaluating land use, development readiness, infrastructure capacity, market conditions, and access to neighborhood services along major corridors. Our team recommended strategies to enhance transit-supportive density and foster more connected, compact communities around key intersections and Activity Centers.

Through this work, we gained a strong understanding of how County policies influence redevelopment, how densities and intensities are allocated, and how land-use designations can be structured to support transit-oriented growth. The lessons learned directly inform how Fort Lauderdale can coordinate the Central City CRA LUPA with County policy, transit investments, and long-term redevelopment goals.

BROWARD COMMUTER RAIL: STATION AREA ASSESSMENT & SMALL STARTS SUPPORT

For the Broward Commuter Rail project, Colab evaluated and selected six potential station locations along the FTA's New Starts guidelines and developed the land-use and economic development rationale. Zoning, land-use, and redevelopment assessments provided insight into market conditions, public-private partnerships, bicycle/pedestrian accessibility, infrastructure constraints, and pipeline development opportunities.

We also worked closely with the City of Fort Lauderdale's Urban Design and Planning Department to gather key inputs for:

- Future land-use and maximum development potential based on site and total acreage
- Existing land-use and redevelopment patterns
- Commercial/residential square footage in coordination with GIS staff
- Zoning consistency and development constraints
- Affordable housing policy requirements
- Capital improvements, mobility studies, and infrastructure needs

These two projects significantly reinforced our understanding of how land-use changes function within aging urban areas and how to craft amendments that balance community priorities, economic feasibility, and regulatory compliance. They also gave us direct, practical experience navigating Broward County's land-use review process—knowledge that will help ensure a smooth and timely LUPA for the Central City CRA.



Project Vision + Methodology

Our methodology will ensure that the City receives a clear, data-driven, defensible amendment that supports its long-term vision for the Central City CRA and advances smoothly through the full approval process.

To support the City’s efforts to prepare a coordinated Future Land Use Element update and Future Land Use Map Amendment for the Central City CRA our team will:

- **Confirm project goals and needs to create a single Future Land Use designation** that supports market rate and affordable housing with a mix of uses.
- **Coordinate and refine the proposed rezoning to ensure consistency with project intent.**
- **Develop a detailed project timeline and staffing plan** outlining the roles of Colab, GAI/CSG, and URBE for each phase of analysis, drafting, County coordination, and final documentation.
- **Organize the work into clear phases**—existing conditions review, land use and zoning alignment, corridor analysis, scenario evaluation, draft materials, and final amendment package—allowing the City to review interim deliverables before moving to the next stage.
- **Public engagement strategy and communication plan** to coordinate public comments, stakeholder

Comprehensive Plan Highlight WEST MELBOURNE

The Future Land Use concept of mixed-use nodes connected by commercial corridors in this suburban community in Central Florida guided all of the comprehensive plan elements. We explained this approach and the comprehensive planning process with clear talking points about the project on the city’s website, and reinforced these concepts at community meetings and stakeholder interviews.

input and comments from the various governing bodies and boards.

- **Coordinate early with the Broward County Planning Council**, identifying consistency requirements, density and intensity thresholds, and any policy considerations that may affect the FLUM amendment.
- **Prepare Future Land Use Amendment and Map for City and County** supported by GIS analysis, policy review, and redevelopment capacity evaluation, ensuring a clear, defensible, and streamlined amendment process.
- **Maintain a fully digital workflow**, using shared project folders, GIS datasets, email summaries, and scheduled check-ins to keep the process moving efficiently and maintain version control throughout the project.

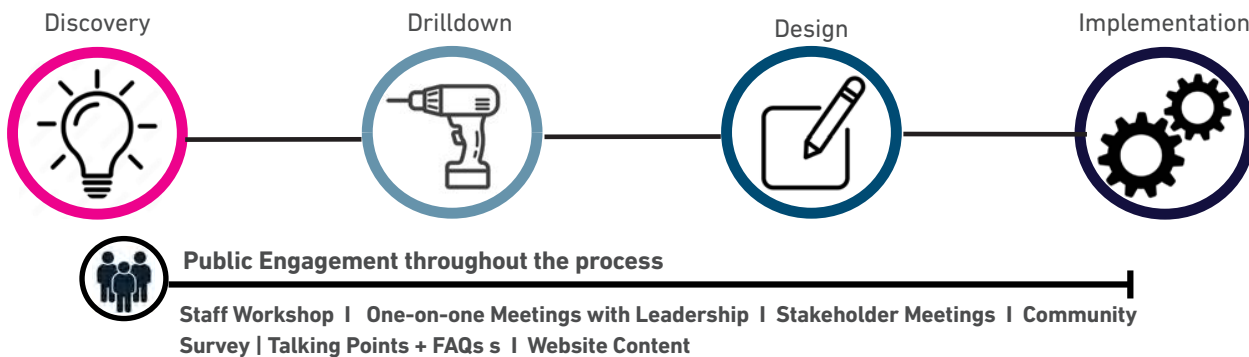
PLANNING APPROACH

We understand this project has two primary areas of focus:

1. The future Land Use in land use planning, zoning, redevelopment and relevant local and state statutes, and
2. Community outreach, awareness and engagement.

Colab can provide both. We have experience evaluating and drafting zoning codes and future land use plans for dozens of clients, giving us a strong understanding of how zoning and land use interact. We also specialize in communications and develop engagement strategies and communications playbook at the outset of every project.

We approach our planning projects with a three-phase process that connects research with thoughtful and innovative solutions and accountability:



1. Discovery is the research phase of our work. We conduct extensive research and internal processes that guide decision making while building an engagement strategy to involve stakeholders and the community.

2. Drill down is when we assess and evaluate the findings from “discovery”. We dig deeper into existing conditions—market trends, regulations, and infrastructure—to pinpoint strengths, challenges, and opportunities. It is the opportunity to evaluate what is working and what is not. Preliminary outreach happens here.

3. Design is when we craft recommendations with ongoing outreach and public input. We turn findings into action by developing policy updates, recommendations, and outreach strategies to implement concepts and policies.



**TECHNICAL APPROACH & SCHEDULING
METHODOLOGY**

Engagement Approach

Months	Phase 1													Phase 2						Phase 3									
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
Preliminary Meetings + CCRAB (2)	█	█																											
Draft LUPA (3-4 mos)			█	█	█	█	█																						
Website + Engagement Materials(1)								█																					
Preliminary Engagement (5 mos)									█	█	█	█	█																
Secondary Engagement (5mos)														█	█	█	█	█											
Public Hearings (4 mos)																				█	█	█	█						
Transmittal and Final Hearings																								█	█	█	█	█	█

The RFP lays out an extensive plan for outreach and engagement. It envisions up to 18 public outreach meetings at key milestones and up to 12 public presentations to official boards prior to the public hearings for first and second readings for plan adoption. The phased approach describes how outreach aligns with developing the LUPA.

- 1 Phase 1 Preliminary Engagement: LUPA Framework**
 The outreach process begins with creating the engagement materials, followed by preliminary engagement with the Central City Redevelopment Advisory Board (CCRAB) and adjacent civic associations (up to 12 meetings). These meetings will set the framework for the Future Land Use Plan Amendment and should yield very detailed input and direction from participants.
- 2 Phase 2 Secondary Engagement: Crafting the LUPA**
 The second part of the engagement focuses on crafting the Future Land Use Plan Amendment with the Design Review Committee (DRC) and holding large-format workshops and community meetings (up to 3). This phase includes the primary public workshop prior to advancing to the formal hearing stage, as well as additional smaller follow-up meetings (up to 3).
- 3 Phase 3 Public Hearings: LUPA Approval Process**
 The final part of the engagement is more formal. By this stage, the LUPA will have been thoroughly vetted and revised to reflect public comment and board input. This phase begins with the Planning and Zoning Board (PZB) hearing, followed by the City’s first reading, presentation to the Broward County Planning Council (BCPC), and the County’s first reading. All meetings will be open to the public for additional comments.

We propose developing an outreach strategy and communications plan to help organize these efforts in a targeted and effective way.



WORK PLAN ALIGNED WITH THE RFP TASKS

**PHASE 1: Preliminary Engagement: LUPA Framework
Early Direction & Coordination (Tasks 1–4)**

- Project kick-off to establish project approach with City and CRA staff.
- Develop communication strategy and engagement plan including schedule, tasks, roles and responsibilities.
- Review previous studies and draft LDRs for the proposed rezoning.
- Conduct scenario testing to ensure consistency with zoning code.
- Meet with Broward County Planning Council staff to confirm expectations and coordinate amendments.
- Coordinate with City Attorney, Broward County Traffic Engineering, and FDOT for early technical alignment.
- Draft approach and presentation for proposed future land use designation for the CCRAB.

**PHASE 2: Secondary Engagement: Crafting the LUPA
Preparing the Future Land Use Amendment Report (Task 5)**

We will prepare a complete Land Use Amendment Report that meets Broward County Administrative Rules requirements, including data and analysis requirements for:

- Existing and proposed land use designations
- Density and intensity analysis
- Population projections and redevelopment potential
- Affordable housing strategy (Policy 2.16.2)
- Public facilities (potable water, sewer, drainage, solid waste)
- Transit and traffic analysis and multimodal considerations
- School capacity, park level of service, natural and historical resources

Establishing Project Approach Highlight
CENTRAL BROWARD TOD TOOLKIT

Colab conducted a similar kick-off process for the Central Broward TOD Toolkit which was prepared for Broward MPO under USDOT’s Thriving Communities initiative. In addition to the team kickoff, tour and stakeholder meetings with municipalities, we reviewed all of the municipal, county and state policies affecting land use, zoning, transportation, affordable housing and equity.

Project Website & Public-Facing Materials (Task 6)

We will develop a project website that provides communication materials about the project including project fact sheet, frequently asked questions, draft materials, maps, presentation slides, schedule, and points of contact. It can also include a survey and interactive features.

Public Comments, Revisions and Preliminary Approval:

Draft Amendment Presentations (Tasks 7–8)

- CCRAB: Present up to four (4) times on draft materials.
- Civic Associations: Up to twelve (12) presentations to civic associations and stakeholders
- Public Presentation/Stakeholder Meetings: Up to three (3) prior to DRC and up to three (3) prior to PZB.
- DRC: Attend DRC meetings, respond to comments, and prepare up to four (4) revised drafts.

PHASE 3: Public Hearings: LUPA Approval Process

Planning and Zoning Board (PZB) Meetings (Tasks 9)

- Prepare required mail notices, public participation materials, PZB staff reports, and revisions (up to 5).
- Present amendment at up to four (4) PZB hearings.

Public Hearings and Transmittal (Tasks 10–21)

- Present at City Commission conference meetings.
- First Reading City: Prepare agenda memoranda (CAMs) and hearing materials for first reading.
- Transmit to State
- Submit to the BCPC: Respond to conditional recertification comments.
- First Readings BCPC and County Commission: Participate in BCPC hearing, County advertising approval, and County hearing.

Final Transmittals & Recertification (Tasks 22–23)

- Address Florida Commerce comments.
- Second Reading BCPC: Adoption hearing.
- Second Reading City: Adoption hearing.
- Transmit final amendments to State.
- Request final recertification from BCPC.

Communications Plan Highlight
VILLAGE OF PINECREST

Colab developed an extensive communications plan to ensure transparency in a community that was concerned about development. We launched a communications strategy to provide factual information about the project, address community concerns, and offer an alternative development scheme and zoning revisions. Together, we conducted eight interactive meetings with the Citizen Committee and the public to design the plan vision and evaluate the corridor needs and opportunities in consideration of the community preferences.

Engagement Highlight
NW 79TH STREET COMMUNITY REDEVELOPMENT AREA

Colab created three focus groups for business owners, property owners and residents to engage the community about the economic development strategy and action plan for this two square mile redevelopment area in Miami-Dade County. Organizing community input by stakeholders with similar investments facilitated robust discussions and inputs.

OUTREACH STRATEGY + COMMUNICATIONS PLAN

The outreach strategy and communications plan will establish a playbook to include a variety of engagement opportunities that will achieve broad outreach and increase community awareness through different and convenient platforms.



Outreach Strategy

The outreach strategy will define the overall approach to community engagement throughout the plan development process. In alignment with the RFP, our outreach strategy will:

- Identify required CCRAB and civic association outreach meetings (up to 18 outreach meetings and 12 presentations).
- Organize workshop formats, meeting agendas, and targeted engagement sessions.
- Coordinate digital engagement tools for residents who cannot attend in person.
- Develop activity boards, surveys, and informational graphics to present key concepts.
- Ensure that all engagement is consistent, accessible, and aligned with City communications standards.

This strategy provides the framework for integrating community feedback into the land-use scenarios and ensuring that residents understand how the proposed amendment affects neighborhood character, mobility, and housing options.



Communications Plan and Messaging

The communications plan serves as a script for the project team to ensure consistent messaging. Communication materials can be distributed at meetings, on-line and to media inquiries and includes:

- Project fact sheets summarizing goals, key messages, and frequently asked questions.
- Website content, including project updates, timelines, draft maps, and infographics.
- Engagement materials, such as presentation decks, informational boards, and meeting notices.
- Press releases and public announcements to support transparency and reach non-digital audiences.
- Bilingual materials (English/Spanish) to broaden community access and increase participation.

Engagement Highlight AUGUSTA UNIFIED DEVELOPMENT ORDINANCE UPDATE

Colab led the engagement and outreach strategy for the Augusta Unified Development Ordinance update. To generate community awareness, we prepared a project fact sheet and a list of frequently asked questions which demonstrated the link between the comprehensive plan Envision Augusta, and the zoning code update.

Public outreach included:

- Interdepartmental staff meetings
- Stakeholder meetings
- A series of virtual and in person focus group sessions
- Steering committee sessions
- Two (2) open houses
- Online survey

Press pickups generated more than **500** online survey responses from residents, businesses and developers.

ENGAGEMENT TOOLS

Colab will work with the City and CRA to finalize engagement tools in the outreach strategy and communications plan. These typically fall within two categories: traditional tools and digital tools.

Traditional Engagement Tools

Traditional engagement methods are in person meetings that often include a formal presentation, discussion and engagement activities. We propose a variety of meeting types including:

- **Public Open House Meetings** to present big ideas at a specific time and place. These could include interactive boards, Mentimeter real time polling, break out sessions and photo booths.
- **Participation in monthly Civic Association** meetings to answer questions.
- **Focus Groups** for smaller discussions on key topics and concerns.
- **Presentations to boards and Committees** to inform plan recommendations including CCRAB, PZAB and DRC.



Digital Engagement Tools

Digital engagement consists of online or virtual based engagement strategies that make it easier for the community to participate. We do this for some of our current clients. These include:

- **Customized project website** accessed via a link from the city's website to serve as the central hub for community updates, offering tools like surveys and interactive maps for civic engagement, as well as access to important resources and project deliverables. It can include an automated public input website and dashboard to manage outreach efforts and share information through the ArcGIS dashboard.
- **Surveys to supplement community** meetings and community preferences.
- **Virtual Meetings** can provide an alternative to in-person open houses. These meetings can be recorded and posted on the project website to allow residents to participate in their own time.
- **Instant Polling** can be utilized during online or in public meetings to gather and display input in real time.
- **Digital Renderings** to help illustrate key planning concepts.

Historic Architecture
Sidewalks
Walkability
Green Spaces
Downtown Augusta
Playgrounds
Gardens
Riverwalk
Nature
Trails
Recreational centers
Single-family homes

What physical aspects of your community do you most want to preserve?- Augusta UDO Update



FACILITIES, TECHNOLOGY AND RESOURCES DEDICATED TO THE CITY PROJECT

Our team brings a comprehensive suite of analytical, mapping, visualization, and communication tools to support every stage of the Future Land Use Plan Amendment. These capabilities ensure accurate data, clear graphics, well-coordinated documentation, and a transparent public process aligned with City and County requirements.

Data, Mapping & Analysis Tools

- We begin each project with a rigorous review of existing conditions and policy frameworks.
- We use ArcGIS Pro, ArcGIS Online, Business Analyst, and Excel to map and analyze land use, zoning, population density, land value, ownership, unsafe structures, mobility patterns, and redevelopment opportunities.
- We also map equity indicators, affordable housing patterns, and demographic trends to understand community needs and distributional impacts.
- Site visits and follow-up conversations with staff, stakeholders, and leadership help validate and expand our findings.

Graphic Production & Visual Communication

- We use Adobe Illustrator, InDesign, and Photoshop to produce layered maps, trend visualizations, scenarios, and clear graphics for public distribution.
- For zoning and urban design work, we test build-out scenarios in AutoCAD and create planometric and axonometric diagrams in SketchUp and Photoshop.
- These tools help translate complex analyses into visuals that residents, advisory boards, and elected officials can easily understand.

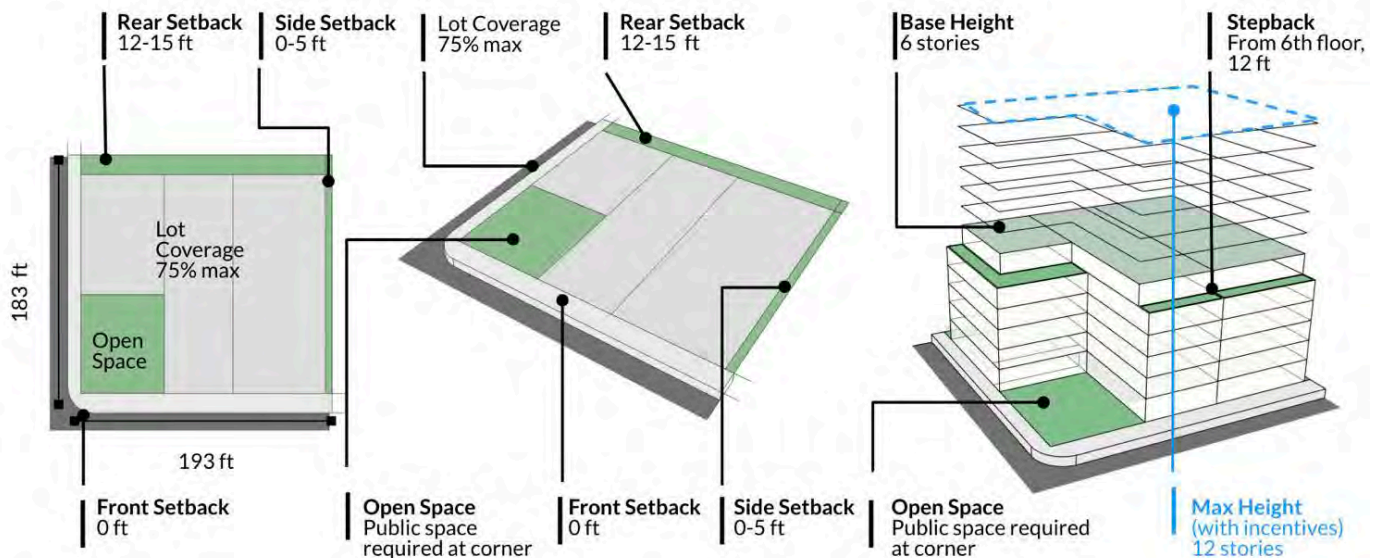
Regulatory & Policy Expertise

- We regularly research case studies using ULI, APA, and national planning resources.
- Our team closely monitors State legislative changes affecting land use and zoning.
- We have deep experience with Broward County policy, including Countywide FLU Map amendments, flex unit allocation, affordable housing policy, and the Broward Planning Council review process.
- Several team members hold CRA training credentials (FRARA) and have extensive experience working within CRAs.

Certified and Experienced Planning Team

- Our team includes AICP-certified planners and fellows, each maintaining 32 continuing education credits bi-annually.
- We bring experience in redevelopment, zoning, land-use amendments, comprehensive plans, and equitable planning across Florida and Broward municipalities.

FACILITIES, TECHNOLOGY AND RESOURCES DEDICATED TO THE CITY PROJECT



Community Engagement & Interactive Tools

- We build surveys and dashboards using ArcGIS Survey123 and ArcGIS Dashboards.
- We use Mentimeter during community meetings to gather live feedback.
- We create ArcGIS StoryMaps and public-facing project websites to enhance transparency and accessibility.
- These platforms allow residents to explore maps, data, and project materials interactively.
- When needed, we support outreach through targeted digital promotions to broaden participation.

Land Use, Transportation & Zoning Capabilities

- Development of the Central Broward TOD Toolkit for Broward MPO, analyzing land use, mobility, equity, and redevelopment readiness.
- Experience preparing station area assessments and redevelopment analyses for Broward communities.
- Zoning code development and graphic regulation work in Pinecrest, West Palm Beach, Downtown Hollywood, Hollywood Beach, Cocoa Beach, and Augusta.
- Ability to translate complex zoning concepts into clear, visually supported regulations.

Public Relations & Coordination Experience

- Preparation of press releases, public notices, community meeting materials, and media-ready content for planning projects.
- Experience supporting elected officials and staff with communication materials that reinforce project goals and manage community expectations.

Quality Control & Project Management

- Internal multi-step review for all maps, drafts, analyses, and reports.
- Version-controlled digital environment with shared folders and live-tracking of deliverables.
- Senior-level oversight on every major submission to ensure accuracy and consistency.



NW 79th Street CRA Economic Development Action Plan Workshop



CURRENT WORKLOAD

Colab manages a focused portfolio of projects, led directly by our Principal and Director for a hands-on approach. We oversee all deliverables, track progress through detailed work logs, and provide monthly reports to ensure accountability. This process guarantees high-quality results and direct access to our experts. More importantly, one of our defining strengths is that senior team members remain engaged in every aspect of the project, ensuring clear communication and expert accountability.

The following breakdown represents our current project workflow for the firm’s Principals. Our team will have additional capacity as some of our projects near completion.

Our principals currently have approximately 35% capacity for Central City CRA, and our staff has 60% capacity.

- Pinecrest Comprehensive Plan
20% weekly for next 6 months
- NW 79th Street CRA: Economic Development Coordinators
20% weekly- multi-year contract, ongoing
- NW 7th Avenue CRA: Economic Development Coordinators
20% weekly- multi-year contract, ongoing
- Augusta Zoning Code: Outreach and Entertainment District
5% weekly for the next 4 months, ending by March 2026
- FDOT D6 Engagement for Shared Use Path Liaison to City of Miami
5% weekly for 12 months
- City of Miami, Pedestrian Priority Zones: Expert consultant role as liaison to District Commissioner’s office to Office of Capital Improvements and Public Works
5% weekly time commitment, annual contract

TEAM COMMITMENT + CAPACITY



Experts with a record of success.

Our interdisciplinary team unites core professionals to meet daily needs, supported by additional staff and subcontractors with a proven track record in Comprehensive Plan updates for more than 20 years. Our project lead and project manager will be dedicated to daily and weekly time allotments to ensure adequate work capacity for the duration of the project. We are sensitive to project workflow and have allocated work capacity to meet the project's needs and ongoing weekly demands including travel, meetings and outreach. **COLAB** will be the prime contract holder and manage the overall project and drafting process with design, transportation and affordable support from GAI.

Recognition by our peers.

- 2022, Award of Excellence, FL APA, Little Havana Pedestrian Priority Zones
- 2019, Health Foundation of S. Florida Grant Recipient
- 2016, Miami Foundation Public Space Challenge Winner
- 2009, Award of Excellence, FL APA Gold Coast Section, Palmetto Bay Bicycle and Pedestrian Master Plan
- 2008, Award of Excellence, FL APA, West Palm Beach Zoning Code
- 2001, Award for Outstanding Mobility Project, FL APA Gold Coast Section, Alton Road Traffic Calming Study
- 2000, Award of Excellence, FL APA, Miami Beach, Municipal Mobility Plan

If selected, this project will be a primary project for our team as we have allocated sufficient resources to ensure timely completion for adoption.

Wynwood Business Improvement District Street Tree Master Plan Special Event and Property Owner Design Workshop

TAB 5
REFERENCES

We help communities envision their future by leveraging their assets and strengths.



REFERENCES

See Reference forms for additional information

Augusta, Georgia

Unified Development Ordinance Update

Kevin Boyd, Augusta Unified Development Ordinance
Development Services Manager, City of Augusta
kboyd@augusta.gov
(706)-828-7173
Current client

Miami Gardens

Planning and Zoning Support Services

Alex Matos, Miami Gardens Planning Support Services
Planning and Land Development Chief, City of Miami Gardens
amatos@miamigardens-fl.gov
(305) 914-9113
Current client

Miami Dade County

NW 79th Street Corridor

Community Redevelopment Agency

Vivian Cao, Miami Dade County Office of Management and
Budget
Vivian.Cao@miamidade.gov
(305) 375-4941
Current client

West Melbourne

Vision and Comprehensive Plan Update

Christy Fischer, Planning Director, West Melbourne
cfischer@westmelbourne.gov
(321) 837-7778

USDOT Connected Communities

Transit Oriented Development Toolkit for Broward MPO

Greg Stuart, Executive Director
stuartg@browardmpo.org
(954) 876-0035

Florida Department of Transportation District 6

Little Havana SW 6th Street Shared Use Path

Shereen Ye Fong, Transportation Planner IV, FDOT District 6
Shereen.yeefong@dot.state.fl.us
(305) 470-5393
Current client

City of Miami

Little Havana Pedestrian Priority Zones

William Ortiz, District Chief of Staff, City of Miami
Wortiz@miamigov.com
(305) 303-2371
Current client

TAB 6
MINORITY/WOMEN (M/WBE) PARTICIPATION

**We draw insight from
emerging planning
approaches and apply
them to our projects.**



WOMEN (M/WBE)/DBE/SBE PARTICIPATION

MHCP Colab is a certified Women- and Minority-Owned Business Enterprises (M/WBE), Small Business Enterprise (SBE) and Disadvantaged Business Enterprise (DBE).

Urbe Studio is a certified SBE and DBE.

OUR FIRM VALUES INCLUSION NOT ONLY AS A POLICY REQUIREMENT BUT AS A CORE PRINCIPLE THAT STRENGTHENS PROJECT OUTCOMES AND REFLECTS THE COMMUNITY WE SERVE.





Office of Small Business Development
111 NW 1 Street, 19th Floor
Miami, Florida 33128
T 305-375-3111 F 305-375-3160
miamidade.gov

December 16, 2024

Melissa Hege
MHCP COLAB LLC
5701 Biscayne Boulevard, Suite CS1
Miami, FL 33137

Approval Date: December 11, 2024 - Disadvantaged Business Enterprise (DBE)
Anniversary Date: May 14, 2026

Dear Melissa Hege,

Miami-Dade County Office of Small Business Development (SBD), is pleased to notify you that your firm is certified under the Florida Unified Certification Program (UCP). Your firm meets the eligibility requirements for certification as a Disadvantaged Business Enterprise (DBE) in accordance with 49 CFR Part 26.

DBE certification is continuous with no expiration date; however, firms are required to attest that there are no changes via the No Change Declaration form on or before the firm's anniversary date to remain certified. You will be notified of your annual responsibilities in advance of the Anniversary Date listed above. You must submit the annual No Change Declaration form no later than the Anniversary Date to maintain your eligibility. Your firm will be listed in the UCP DBE Directory which can be accessed through the Florida Department of Transportation's website: <http://www3b.dot.state.fl.us/EqualOpportunityOfficeBusinessDirectory/>.

DBE certification is NOT a guarantee of work, but it enables the firm to compete for and perform contract work on all USDOT Federal Aid (FAA, FTA and FHWA) projects in Florida as a DBE contractor, sub-contractor, consultant, sub-consultant or material supplier.

If at any time there is a material change in your firm, you must advise this office by sworn affidavit and supporting documentation within thirty (30) days. Changes include, but are not limited to ownership, officers, directors, management, key personnel, scope of work performed, daily operations, on-going business relationships with other firms, individuals or the physical location of your firm. After our review, you will receive instructions as to how you should proceed, if necessary. Failure to comply will result in action to remove your firm's DBE certification.

It is strongly recommended that you register your firm as a vendor with Miami-Dade County. To register, you may visit: <http://www.miamidade.gov/procurement/vendor-registration.asp>. Thank you for your interest in doing business with Miami-Dade County. If you have any questions or concerns, you may contact our office at 305-375-3111 or sbdcert@miamidade.gov.

Sincerely,

Jeanise Cummings-Labossiere
Section Chief, Small Business Development

NAICS & Industry Title: (Your firm is eligible to compete for and perform work on all USDOT Federal Aid projects throughout Florida and may earn DBE or ACDBE credit for work performed in the following areas.)

NAICS 541320: LANDSCAPE ARCHITECTURAL SERVICES
NAICS 541611: ADMINISTRATIVE MANAGEMENT AND GENERAL MANAGEMENT CONSULTING SERVICES
NAICS 541820: PUBLIC RELATIONS AGENCIES



Internal Services Department
Small Business Development
111 NW 1 Street, 19th Floor
Miami, Florida 33128
T 305-375-3111
F 305-375-3160

October 13, 2023

Melissa Hege
MHCP COLAB LLC DBA MHCP COLAB
5701 Biscayne Boulevard
Suite CS1
Miami, FL 33137

Approval Date: May 31, 2023 Small Business Enterprise - Goods & Services (SBE-G&S)
Expiration Date: May 31, 2026

Dear Melissa Hege,

Miami-Dade County Small Business Development (SBD), a division of the Internal Services Department (ISD), has completed the review of your application and attachments submitted for certification. Your firm is officially certified as a Miami-Dade County Small Business Enterprise. The Small Business Enterprise (SBE) programs are governed by Sections 2-8.1.1.1.1; 2-8.1.1.1.2; 2-10.4.01; 10-33.02 of Miami-Dade County's Codes. This Small Business Enterprise - Goods & Services (SBE-G&S) certification is valid for three (3) years. However, to validate continuing eligibility, SBD may conduct random audit(s) within the three (3) year certification period. **Failure to provide required documentation for a random audit will initiate the decertification process.**

At the time of expiration, your firm will submit a Re-certification Application at least one hundred and eighty (180) days, but not less than, ninety (90) days, prior to the end of the three (3) year certification term via the County's web-based system, Business Management Workforce System (BMWS). This will ensure sufficient time for process by SBD. **Failure to provide the re-certification application and required supporting documentation will initiate the decertification process.**

If at any time there is a material or business structure change in the firm including, but not limited to, ownership, officers, director, scope of work being performed, daily operations, affiliations(s) with other businesses or the physical location of the firm, you must notify this office within thirty (30) calendar days of the effective date of the change(s) via the BMWS. Notification should include supporting documentation. You will receive timely instructions from this office as to how you should proceed, if necessary. **Failure to notify SBD of any changes may result in immediate action to decertify the firm.**

This letter will be the only approval notification issued for the duration of your firm's three-year certification. If the firm attains graduation or becomes ineligible during the three-year certification period, you will be properly notified following an administrative process that your firm's certification has been removed pursuant to the code. Your firm's name and tier level will be listed in the directory for all SBE certified firms, which can be accessed through Miami-Dade County's SBD website: <https://www.miamidade.gov/global/business/smallbusiness/home.page>. The categories as listed below affords you the opportunity to bid and participate on contracts with Small Business Enterprise measures.

It is strongly recommended that you register your firm as a bidder with Miami-Dade County. To register, you may visit: <https://www.miamidade.gov/global/business/procurement/home.page>. Thank you for your interest in doing business with Miami-Dade County. If you have any questions or concerns, you may contact our office at 305-375-3111 or via email at sbdcert@miamidade.gov.

Sincerely,

Jeanise Cummings-Labossiere
Section Chief, Small Business Development

CATEGORIES: (Your firm may bid or participate on contracts only under these categories)

NIGP 91826: PUBLIC RELATIONS CONSULTING
NIGP 91890: STRATEGIC PLANNING AND CONSULTING
NIGP 91892: URBAN PLANNING CONSULTING
NIGP 96153: MARKETING SERVICE, INCLUDING DISTRIBUTION, PUBLIC OPINION SURVEYS, RESEARCH, SALES PROMOTIONS, ETC.
NIGP 96160: PUBLIC OPINION SURVEYS (INACTIVE, PLEASE SEE COMMODITY CODE 961-53 EFFECTIVE JANUARY 1, 2016)
NIGP 96194: ZONING, LAND USE STUDIES

TAB 7
SUBCONTRACTORS

Our award winning expertise in effective, transparent and informative outreach is rooted in urban planning.



SUBCONSULTANT TEAM

Our team includes subconsultants **GAI and Urbë Studio**, who are experts in their fields and will provide additional depth in transportation and mobility, design and economic development. The firm leaders are the key staff and will be for overall project intent, provide direction and oversight under each of their specialties. These include:



URBAN DESIGN + PLACEMAKING + HOUSING

GAI will lead urban design, housing and economic development, and support our team in redevelopment planning and placemaking. They also provide expertise in parks planning and wayfinding.

Claudia Ray will lead Urban Design & Placemaking for GAI. Ms. Ray is a creative, forward-thinking Senior Project Planner and Urban Designer within GAI's Community Solutions Group (CSG). She has two decades of experience working with public, private, and institutional clients on planning, redevelopment, landscape design, and architecture projects of all scales.

Owen Beitsch, Phd, FAICP, CRE, FRA-PA will lead housing and social policy planning for GAI. Dr. Beitsch serves as Senior Director of Economics for GAI's Community Solutions Group (CSG) and is a long-standing faculty member in urban planning at the University of Central Florida. His expertise includes land use economics, housing and social policy, tax policy, and special district finance, with a focus on tax increment financing for major infrastructure projects across the country.

Laura Smith, FRA-RA, CRE provides expertise in urban analytics. She serves as Urban Analytics Director within GAI's Community Solutions Group (CSG), where she conducts and oversees the research and analysis of market, economic, and demographic data; commercial, industrial, and multifamily performance indicators; census data; and employment statistics for various products of the firm.

GAI'S PRACTICES

LANDSCAPE ARCHITECTURE

GAI blends ecology, culture, and design to create vibrant outdoor environments—from parks and plazas to campuses and communities. Through green infrastructure design, they integrate natural systems with human needs, crafting spaces that are sustainable, functional, and beautiful. Through thoughtful planning and design, they transform land into lasting experiences.

MASTER PLANNING

GAI leads visionary master plans for new and existing communities, creating clear frameworks that balance priorities, guide decisions, and drive action. They also craft regulatory tools that turn vision into lasting impact, aligning diverse stakeholders around cohesive, forward-thinking strategies.

PARKS

They plan and design parks and systems that support public health, environmental sustainability, and economic vitality. GAI's work helps communities envision and implement systems that serve diverse users, adapt to changing needs, and deliver long-term value. They develop strategic guidelines for investment, programming, and stewardship, aligning vision with action to create spaces that contribute to stronger, more livable communities.

URBAN ANALYTICS

GAI uses a deep understanding of market dynamics, financial feasibility, and economic context to inform strategic decision making. With expertise in real estate positioning, revenue generation, public-private partnerships, and redevelopment strategies, they craft actionable solutions that align with broader goals. Their work bridges data and vision, delivering grounded and transformative strategies.

WAYFINDING

GAI creates intuitive, functional wayfinding systems for complex communities and environments. They design clear, user-centric strategies tailored to each place—considering natural features, landmarks, user behavior, and stakeholder goals. By understanding how people navigate and perceive space, GAI makes wayfinding seamless, enhancing the experience for both locals and visitors.

PROJECT TYPES

- + Active Transportation and Trails
- + Branding and Identity
- + Campus Master Plans
- + Community Redevelopment Areas
- + Community Visioning
- + Complete Streets and Streetscapes
- + Corridor Planning
- + Demographics and Socio-Economics
- + Economic and Fiscal Impact
- + Environmental Graphics
- + Feature Amenity Areas
- + Financial Modeling
- + GIS Analysis
- + Green Infrastructure
- + Housing and Markets Reports
- + Land Use and Regulatory Planning
- + Master Planned Communities
- + Mixed Use and Infill Development
- + Neighborhood Enhancements
- + Opportunity Sites Prospectus
- + Parks and Open Space Design
- + Parks and Recreation Systems
- + Real Estate and Market Analysis
- + Redevelopment Districts
- + Transit-Oriented Development
- + Wayfinding System Plans



TRANSPORTATION + MOBILITY + OUTREACH

Urbe Studio, LLC will lead transportation and mobility and support outreach efforts. They focus on placemaking and livable streets strategies and facilitate transportation solutions that integrate community objectives, accommodate all users of roadways including pedestrians and cyclists. Urbe has completed mobility efforts in numerous Florida and Broward communities including Orlando and Fort Lauderdale. They are a certified Minority Business Enterprise (MBE) in the State of Florida.

Fabian De La Espriella, AICP, Founding Principal, Urbe Studio, Firm Leader
Fabian will develop the transportation and mobility components of the LUPA and provide additional outreach support. Fabian is the founding principal of Urbe Studio with over twenty years of experience in urban design and livable transportation planning. His work centers on context-sensitive, multimodal solutions that enhance safety, connectivity, and quality of life. He has a broad understanding in the planning and implementation of multimodal infrastructure.

Jorge A. Barrios, PE

Jorge specializes in developing data-driven recommendations that can properly inform decision-making processes. For 14 years, Jorge has been an integral part of high-profile projects in California and Florida across a wide range of topics, including freeway operations, origin-destination analyses, transit corridor studies, areawide safety analyses, and applied research. Jorge recently managed and executed safety-focused projects for MetroPlan Orlando, City of Orlando, and FDOT's State Safety Office and has been active in Safe Streets for All-funded projects, translating crash data into actionable, prioritized insights to help cities and counties make more informed decisions.

WHAT URBE DOES

Urbe services center on the integration of land-use and transportation, placemaking, multimodal corridor planning, implementation of Complete Streets strategies, public and stakeholder engagement processes, and full project management and task coordination.

URBE'S CULTURE

Urbe's culture is defined by collaboration, adaptability, and curiosity. We are committed to delivering solutions that reflect community needs, elevate local identity, and foster vibrant and resilient places. Their team is passionate about building partnerships, promoting equitable outcomes, and providing innovative planning tools tailored to each project.

SERVICE AREAS

Urbe's Transportation Services

Transportation systems play a critical role in shaping urban environments and daily life. Urbe Studio approaches mobility through an integrated, multimodal lens—balancing safety, access, and community needs.

They design corridor plans that improve walkability, transit access, and bicycle connectivity while strengthening urban form and supporting local economic vitality. Their approach includes evaluating land use, development patterns, infrastructure constraints, and multimodal opportunities to deliver implementable solutions that improve quality of life.

Placemaking

They draw upon local identity to create public spaces that foster connection and community wellness.

Urbe Studio leads placemaking initiatives that build on social, physical, and cultural assets—designing inviting environments, strengthening neighborhood character, and enhancing the everyday experience of residents and visitors.

Their placemaking work is rooted in collaboration, aligning community aspirations with actionable design strategies.

Community & Stakeholder Engagement

Urbe believes that healthy, engaged communities are essential to successful planning. Urbe Studio leads inclusive engagement processes that bring residents, business owners, and stakeholders into the conversation early and often.

They design workshops, facilitation tools, and outreach strategies that ensure clear communication and meaningful participation. Their team is committed to fostering community ownership and ensuring that public input shapes planning outcomes.

TAB 8
REQUIRED FORMS

Our award winning expertise in effective, transparent and informative outreach is rooted in urban planning.



Fee Proposal

Summary of Work Process

We are committed to completing each task to meet the City’s need and for each project’s initiation, at a minimum, we will finalize a scope of work according to the city’s objectives, organize and lead a staff kick-off meeting, provide a schedule for completion and data requests. We will employ our three phased planning approach--discovery, drilldown, design--to ensure that each assignment is creative, comprehensive and delivered with exceptional quality.

Meetings and Internal Communication

As an extension of the City staff for this contract, we will be available for virtual and in person meetings, telephone calls and email communications.

Invoices + Progress Reports

The City will be billed monthly with an invoice and a detailed progress report. The progress reports will summarize work completed for the invoice period and work to be completed in the upcoming month. Weekly time detail will also be tracked for all time billed by project by staff. This provides accountability to the City Commission and helps to keep the project on track.

Expenses

Expenses are embedded into the lump sum fee and will not be charged as an additional cost.

Additional Services

If additional services are required the contract, they may be negotiated as a lump sum or hourly based on the hourly rates provided below. Hourly rates are subject to change and may include a 3% annual escalation.

Hourly Rates

Colab Principal	\$275
Director	\$225
Designer	\$175
Senior Planner	\$150
GAI Senior Director	\$325
Director 2	\$275
Director 1	\$240
Senior Manager2	\$215
Senior Manager 1	\$195
Manager	\$180
Senior Professional	\$160
Professional	\$130
Technician	\$115
Urbe Principal	\$190
Analyst	\$141
Transportation Engineer	\$180

Proposed Fee and Discounted Rate

See attached forms and proposal.

Forms are included as a separate file.

SECTION VI - COST PROPOSAL PAGE

MHCP COLAB LLC

Proposer Name: _____

The proposer agrees to supply the services at the prices bid/proposed below in accordance with the terms, conditions and specifications contained in this RFP.

Cost to the City: Contractor shall quote firm, fixed, costs for all services identified in this request for proposal. These firm fixed costs for the project include any costs for travel and miscellaneous expenses. No other costs will be accepted.

Item	Deliverable	Not to Exceed Amount
Task 1 - Research & Define Project Scope	Completed Project Scope	\$ 7,840
Task 2 - Meet with Broward County Planning Council	Prepare and Submit Meeting Summary	\$ 4,480
Task 3 - Presentation to Central City CRA Board (CCRAB)	Submit and Present Proposed Future Land Use Plan to the CCRAB	\$ 17,920
Task 4 - Meet with City Attorney and Stakeholders	Prepare and Submit Meeting Summary for Review	\$ 2,240
Task 5 - Prepare Land Use Amendment Report	Prepare and Submit Land Use amendment Report	\$36,960
Task 6 - Create Project Website	Deliver Website that Meets the City's Standards	\$11,200
Task 7 - Consultant to Present on Draft Future Land Use Element and Future Land Use Plan Amendment Applications to the Central City Community Redevelopment Advisory Board (Up to 4 Meetings)	Presentation to CCRAB (Up to 4 Meetings)	\$ 28,880
Task 8 - Development Review Committee (DRC) Meetings	Attend Development Review Committee (DRC) Meetings	\$22,400
Task 9 - Planning and Zoning Board (PZB) Meeting	Attend PZB Meeting	\$22,400

Item	Deliverable	Not to Exceed Amount
Task 10 - City Commission Conference Meeting Presentation	Present at City Commission Conference Meeting	\$5,600
Task 12 - City Commission Transmittal Hearing - First Reading	Presentation to City Commission	\$2,240
Task 13 - Transmit Future Land Use Element and Future Land Use Map Amendment to the FloridaCommerce	Prepare Transmittal Package and Submit to FloridaCommerce and Agencies that Review Comprehensive Plan Amendments	\$3,360
Task 14 - Broward County Planning Council (BCPC) Submittal and Request Conditional Recertification	Submittal to Broward County Planning Council	\$3,360
Task 15 - Address BCPC Comments	Revised land use plan amendment report and prepare memo on how BCPC Comments have been addressed.	\$5,600
Task 16 - BCPC Hearing	Present Land Use Plan Amendment and Answer Questions at BCPC Meeting	\$1,792
Task 17 - County Commission - Approval of Notice to Advertise LUPA	Attend County Commission Meeting	\$1,792
Task 18 - County Commission Transmittal Hearing	Present Land Use Plan Amendment and Answer Questions at BCPC Hearing	\$1,792
Task 19 - Address FloridaCommerce Comments Issued on City and County Transmittals	Adjust Amendment Language and Prepare Memorandum on How FloridaCommerce Comments were Addressed.	\$5,600
Task 20 - County Commission Adoption Hearing - Second Reading	Attend County Commission Hearing and Answer Questions	\$1,792
Task 21 - City Commission Adoption Hearing - Second Reading	Attend City Commission Adoption Hearing and Answer Questions	\$1,792
Task 22 - Prepare Transmittal of Adopted Amendments to DEO	Prepare Transmittal Package and Submit to FloridaCommerce and Agencies that Review Comprehensive Plan Amendments	\$1,792

Item	Deliverable	Not to Exceed Amount
Task 23 - Request BCPC to Finalize Recertification of the Future Land Use Element and Future Land Use Map.	Prepare Request to Finalize Recertification of the Future Land Use Map Element and Future Land Use Map.	\$1,120
Total Not Exceed Project Fees		\$ 189,952

Total Not to Exceed Project Fees:

_____ One-hundred eighty-nine thousand nine-hundred fifty-two

(words)

Submitted by:

Melissa Hege _____
Name (printed)



Signature

12/05/2025 _____
Date

Principal and Owner MHCP Colab_
Title

CITY OF FORT LAUDERDALE BID/PROPOSAL CERTIFICATION

Please Note: It is the sole responsibility of the bidder/proposer to ensure that their response is submitted electronically through the [City's on-line strategic sourcing platform](#) prior to the bid opening date and time listed. Paper bid submittals will not be accepted. 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) _____ EIN (Optional): _____

Address: 5701 Biscayne Boulevard Suite CS1

City: Miami State: FL Zip: 33137

Telephone No.: 305.754.6797 FAX No.: _____ Email: melissa@mhpcolab.com

Delivery: Calendar days after receipt of Purchase Order (**section 1.02 of General Conditions**): 880 days or 29 months

Total Bid Discount (**section 1.05 of General Conditions**): 12%

Check box if your firm qualifies for DBE (**section 1.09 of General Conditions**):

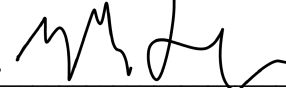
ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
<u>Addendum 1 and 2 are the same.</u>	<u>Dade issued</u>	<u>December 1, 2025</u>	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

VARIANCES: If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, 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 City 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, that in no event shall the City's liability for respondent's direct, 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 exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:
 Melissa Hege
 Name (printed)


 Signature

_____ Date

Principal and Owner
 Title

AFFIDAVIT OF COMPLIANCE WITH FOREIGN ENTITY LAWS
(Florida Statute- §287.138, 692.201, 692.202, 692.203, and 692.204)

The undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury as follows:

1. Entity is not owned by the government of a foreign country of concern as defined in Section 287.138, Florida Statutes. (Source: § 287.138(2)(a), Florida Statutes)
2. The government of a foreign country of concern does not have a controlling interest in Entity. (Source: § 287.138(2)(b), Florida Statutes)
3. Entity is not organized under the laws of, and does not have a principal place of business in, a foreign country of concern. (Source: § 287.138(2)(c), Florida Statutes)
4. Entity is not owned or controlled by the government of a foreign country of concern, as defined in Section 692.201, Florida Statutes. (Source: § 288.007(2), Florida Statutes)
5. Entity is not a partnership, association, corporation, organization, or other combination of persons organized under the laws of or having its principal place of business in a foreign country of concern, as defined in Section 692.201, Florida Statutes, or a subsidiary of such entity. (Source: § 288.007(2), Florida Statutes)
6. Entity is not a foreign principal, as defined in Section 692.201, Florida Statutes. (Source: § 692.202(5)(a)(I), Florida Statutes)
7. Entity is in compliance with all applicable requirements of Sections 692.202, 692.203, and 692.204, Florida Statutes.
8. **(Only applicable if purchasing real property)** Entity is not a foreign principal prohibited from purchasing the subject real property. Entity is either (a) not a person or entity described in Section 692.204(1)(a), Florida Statutes, or (b) authorized under Section 692.204(2), Florida Statutes, to purchase the subject property. Entity is in compliance with the requirements of Section 692.204, Florida Statutes. (Source: §§ 692.203(6)(a), 692.204(6)(a), Florida Statutes)

The undersigned is authorized to execute this affidavit on behalf of Entity.

Name: Melissa Hege Title: Principal Entity: LLC
Signature: [Handwritten Signature] Date: 11/17/2025

NOTARY PUBLIC ACKNOWLEDGEMENT SECTION

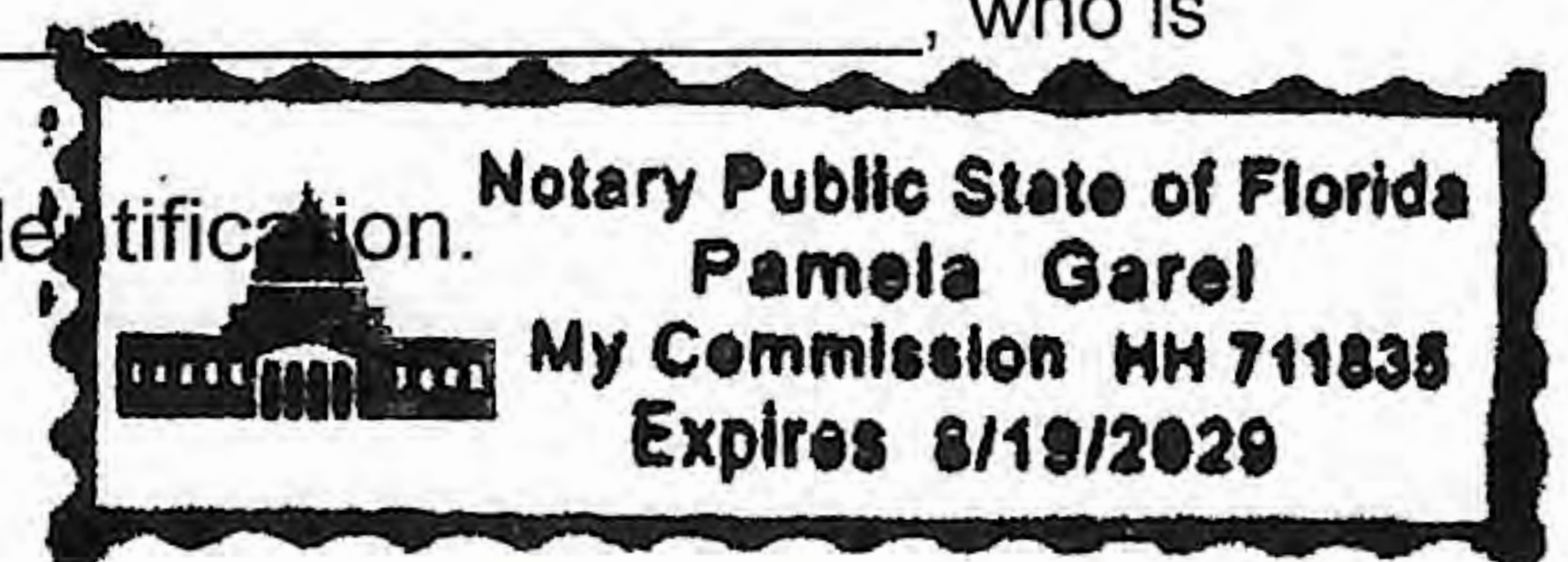
STATE OF FLORIDA
COUNTY OF MIAMI-DADE

The foregoing instrument was acknowledged before me, by means of physical presence or online notarization, this 1st day of DECEMBER 2025 by MELISSA HEGE, as

_____ for _____, who is
personally known to me or who has produced _____ as identification.

Notary Public Signature: [Handwritten Signature]
Print Name: PAMELA GAREL

(Notary Seal)



My commission expires: 08-19-2029

SPECIFIC REFERENCES FORM

The contractor shall have previous construction experience in the State of Florida with projects of similar scope and scale (or larger). Complete this form in its entirety. **Note: Do not include proposed team members or parent/subsidiary companies as references in your submittal.**

PRIME BIDDER'S NAME: MHCP Colab

CLIENT NO. 1 – Name of firm to be contacted: Broward MPO Address: 100 West Cypress Creek
Road 6th Floor, Suite 650. Fort Lauderdale, Florida 33309-2181

Contact Person: Greg Stuart

Phone No: 954.876.0035

Contact E-Mail Address: stuartg@browardmpo.org

Project Performance Period: 05/24 to 05/25

Project Name: _____

USDOT Connected Communities: Central Broward Transit Oriented Development Toolkit for Broward MPO

Location of Project: Central Broward between I-95 and the Florida Turnpike

Description of the overall scope: Technical support through the USDOT Thriving Communities Program to

build a TOD Toolkit as a resource for the least connected and most transit dependent population in the county

and suggested an alternative approach to current development patterns.

Description of work that was self-performed by Bidder: _____

Colab led all of the GIS mapping analysis for existing and planned transportation, neighborhood amenities and services, equity mapping, affordable housing mapping, renters most vulnerable to displacement. A major part of our scope was to analyze existing zoning for each municipality along major corridors and categorized them as supporting compact, dense communities that could support future transit infrastructure. We found that while most of the study area used suburban zoning standards, the county already had several policies to guide potential regulatory changes for individual municipalities, including the Activity Center future land use category. This became the basis of the toolkit. Colab developed boards and participated in two public workshops. We also prepared the planning report for existing conditions and policy recommendations and collaborated with the project lead on ideas and recommendations.

SPECIFIC REFERENCES FORM

CLIENT NO. 2 – Name of firm to be contacted: Miami Dade County Address: Stephen P. Clark

Building 111 NW 1st Street, Suite 625. Miami, FL 33128

Contact Person: Vivian Cao, Office of Management and Budget

Phone No: (305) 375-4941

Contact E-Mail Address: Vivian.Cao@miamidade.gov

Project Performance Period: 04/2023- Ongoing multi-year contract

Project Name: Nw 79th Street CRA and NW 7th Avenue Economic Development Coordinator

Location of Project: Miami Dade County

Description of the overall scope: Providing economic development services to two CRAs that had been generally inactive for several years. The two CRAs have two different boards that are appointed by the current County Commissioners.

Description of work that was self-performed by Bidder:

In year one, our team built capacity among the new board members and prepared extensive existing conditions analysis using ArcGIS for mapping to understand land values and development patterns, unsafe structures and redevelopment opportunities. We transformed the findings into a 5-year action plan which was developed in partnership with the CRA Board through a board retreat and several public meetings and stakeholder meetings. We created a GIS dashboard and website prior to the executive director's onboarding.

In year two, our team is working with the executive director to build specific project studies and opportunities related to mobility, zoning and land use updates, parks and open space and coordinating with the development community and the grants team.

SPECIFIC REFERENCES FORM

CLIENT NO. 3 – Name of firm to be contacted: Village of Pinecrest

Address: 126245 Pinecrest Parkway, Pinecrest, FL 33156

Contact Person: Yocelyn Gomez, Village Manager, Stephen Olmsted, Planning Director

Phone No: 305.234.2121

Contact E-Mail Address: ygaliano@pinecrest-fl.gov, solmsted@pinecrest-fl.gov

Project Performance Period: 06/2023-10/2023 (Vision Plan) to
11/25 to ongoing (Comprehensive Plan Update)

Project Name: Village of Pinecrest Comprehensive Plan Update and Vision Plan Update for US 1

Location of Project: Village of Pinecrest, Miami-Dade County

Description of the overall scope: Comprehensive Plan Update for Village of Pinecrest and Vision Plan Update for US 1 in conjunction with Miami Dade County's planned transit corridors and zones. MHCP Colab led the Village's Pinecrest Parkway (US1) Vision Plan and code update, responding to Miami Dade County's desire to up-zone around planned transit stations and corridors, including US1.

Managing community expectations and key points was a critical part of our work.

We were recently hired to update the Villages' Comprehensive Plan including their Future Land Use Element.

Description of work that was self-performed by Bidder: _____

MHCP COLAB conducted eight interactive meetings with the Citizen Committee and the public to design the plan vision and evaluate the corridor needs and opportunities in consideration of the community preferences. This included conceptual plans and 3d renderings of transit-oriented development around planned station areas for community-wide visioning. Upon approval Colab drafted the zoning code update.

We are currently updated the Data and Analysis based on the population projections and are updated the Comprehensive Plan elements accordingly. We are the prime contractor.



CONTRACT PAYMENT METHOD

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to credit card payments via MasterCard or Visa as part of this program.

This allows you as a vendor of the City of Fort Lauderdale to receive your payments fast and safely. No more waiting for checks to be printed and mailed.

In accordance with the contract, payments on this contract will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, bidders must presently have the ability to accept the credit card or take whatever steps necessary to implement acceptance of a card before the start of the contract term, or contract award by the City.

All costs associated with the Contractor's participation in this purchasing program shall be borne by the Contractor. The City reserves the right to revise this program as necessary.

By signing below, you agree with these terms.


Please indicate which credit card payment you prefer:

MasterCard

Visa

Company Name

Name (Printed)



Signature

Title

Date



NON-COLLUSION STATEMENT

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g., ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents, and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

NAME

RELATIONSHIPS

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

Authorized Signature

Title

Name (Printed)

Date



**CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH
NON-DISCRIMINATION PROVISIONS OF THE CONTRACT**

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

Pursuant to City Ordinance Sec. 2-17(a)(i)(ii), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

- A. Contractors doing business with the City shall not discriminate against their employees based on the employee's race, color, religion, gender (including identity or expression), marital status, sexual orientation, national origin, age, disability, or any other protected classification as defined by applicable law.

Contracts. Every Contract exceeding \$100,000, or otherwise exempt from this section shall contain language that obligates the Contractor to comply with the applicable provisions of this section.

The Contract shall include provisions for the following:

- (i) The Contractor certifies and represents that it will comply with this section during the entire term of the contract.
- (ii) The failure of the Contractor to comply with this section shall be deemed to be a material breach of the contract, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.

A handwritten signature in black ink, appearing to read 'Melissa Hege', written over a horizontal line.

Authorized Signature

Melissa Hege, Owner and Principal

Print Name and Title

Date



LOCAL BUSINESS PREFERENCE

Section 2-199.2, Code of Ordinances of the City of Fort Lauderdale, (Ordinance No. C-12-04), provides for a local business preference.

In order to be considered for a local business preference, a bidder must include the Local Business Preference Certification Statement of this ITB, as applicable to the local business preference class claimed **at the time of bid submittal**.

Upon formal request of the City, based on the application of a Local Business Preference the Bidder shall, within ten (10) calendar days, submit the following documentation to the Local Business Preference Class claimed:

- A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **and**
- B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the local business preference.

THE COMPLETE LOCAL BUSINESS PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK:

https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodetd=COOR_CH2_AD_ARTVFI_DIV2PR_S2-186LOBUPR

Definitions: The term "Business" shall mean a person, firm, corporation or other business entity which is duly licensed and authorized to engage in a particular work in the State of Florida. Business shall be broken down into four (4) types of classes:

1. Class A Business – shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **and** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
2. Class B Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **or** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
3. Class C Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone **and** staffed with full-time employees within the limits of Broward County.
4. Class D Business – shall mean any Business that does not qualify as either a Class A, Class B, or Class C business.



LOCAL BUSINESS PREFERENCE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the local business price preference classification as indicated herein, and further certifies and agrees that it will re-affirm its local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

(1) is a Class A Business as defined in City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the City of Fort Lauderdale current year Business Tax Receipt and a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.

Business Name

(2) is a Class B Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Business Tax Receipt or a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.

Business Name

(3) is a Class C Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.

Business Name

(4) requests a Conditional Class A classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

Business Name

(5) requests a Conditional Class B classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

Business Name

(6) is considered a Class D Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186 and does not qualify for Local Preference consideration.

Business Name

BIDDER'S COMPANY: _____

AUTHORIZED COMPANY PERSON: _____

PRINT NAME

SIGNATURE

DATE



DISADVANTAGED BUSINESS ENTERPRISE (DBE) PREFERENCE

Section 2-185, Code of Ordinances of the City of Fort Lauderdale, provides for a disadvantaged business preference.

In order to be considered for a DBE Preference, a bidder must include a certification from a government agency, as applicable to the DBE Preference class claimed **at the time of bid submittal**.

Upon formal request of the City, based on the application of a DBE Preference the Bidder shall, within ten (10) calendar days, submit the following documentation to the DBE Class claimed:

A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **or** State of Florida active registration **and/or**

B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the disadvantaged business preference.

THE COMPLETE DBE PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK: <https://www.fortlauderdale.gov/home/showpublisheddocument?id=56883>

Definitions

- a. The term "disadvantaged class 1 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- b. The term "disadvantaged class 2 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business within the limits of the city with a full-time employees and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- c. The term "disadvantaged class 3 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the Tri-County area and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- d. The term "disadvantaged class 4 enterprise" shall mean any disadvantaged business enterprise that does not qualify as a Class A, Class B, or Class C business, but is located in the State of Florida and provides supporting documentation of its disadvantaged certification as established in the City's Procurement Manual.



DISADVANTAGED BUSINESS ENTERPRISE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the disadvantaged business enterprise price preference classification as indicated herein, and further certifies and agrees that it will re-affirm its preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this solicitation. Violation of the foregoing provision may result in contract termination.

(1) _____ is a disadvantaged class 1 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

(2) _____ is a disadvantaged class 2 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business within the limits of the city with a full-time employee(s) and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

(3) _____ is a disadvantaged class 3 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the Tri-County area and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

(4) _____ is a disadvantaged class 4 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that does not qualify as a Class A, Class B, or Class C business, but is located in the State of Florida and provides supporting documentation of its disadvantaged certification as established in the City's Procurement Manual.

Business Name

(5) _____ is not considered a Disadvantaged Enterprise Business as defined in the City of Fort Lauderdale Ordinance Sec.2-185 and does not qualify for DBE Preference consideration.

Business Name

BIDDER'S COMPANY: _____

AUTHORIZED COMPANY PERSON: _____

PRINT NAME

SIGNATURE

DATE



CITY OF FORT LAUDERDALE

**SWORN STATEMENT PURSUANT TO SECTION 287.087, FLORIDA
STATUTES, ON PREFERENCE TO BUSINESS WITH
DRUG-FREE WORK PLACE PROGRAMS**

I certify that I have established a Drug Free Work Place program and have complied with the following

- a. Published and distributed to each employee 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 prohibitions.
- b. Required all new employees to undergo laboratory testing as a condition of employment and will require all employees, as a condition of their continued employment, to undergo laboratory testing to detect illegal drug or alcohol use according to Florida Statutes 440.101 and 440.102.
- c. Ensured that applicants with a confirmed positive drug or alcohol screening test result are not considered for employment.
- d. Have tested employees when reasonably suspected of illegal drug or alcohol use.
- e. Ensured that any employee refusing to take a drug or alcohol screening test in violation of the Drug Free Work Place Policy is subject to dismissal for failure to abide by the provisions of the Policy.
- f. Informed employees about the dangers of drug abuse in the workplace, the business' policy of maintain 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.
- g. In the statement specified in subparagraph a, notified the employees that, as a condition of their employment, the employee will abide by the terms of the statement and will notify their 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 of any state, for a violation occurring in the workplace no later than 5 days after such conviction.

- h. Have required all employees to sign a copy of this statement of compliance acknowledging their understanding and agreeing to abide with the requirements of the Drug Work Place Policy.
- i. Will 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.
- j. Am making a good faith effort to continue to maintain a Drug Free Work Place through implementation of this document.

BY: Matthew Hege DATE: 11/17/2025
NAME (Printed) Matthew Hege TITLE: Director
COMPANY NAME: MHCP COLAB LLC

Affix Company Seal





THE HARTFORD
BUSINESS SERVICE CENTER
3600 WISEMAN BLVD
SAN ANTONIO TX 78251

November 17, 2025

Truist Bank
ISAOA/ATIMA
Attn: Insurance Department
PO Box 1626
WILSON NC 27894-1626

Account Information:

Policy Holder Details :	MHCP COLAB, LLC
--------------------------------	------------------------



Contact Us

Need Help?

Chat online or call us at
(866) 467-8730.

We're here Monday - Friday.

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,
Your Hartford Service Team



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/17/2025

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 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 USAA INSURANCE AGENCY INC/PHS 65812845 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251	CONTACT NAME: PHONE (866) 467-8730 (A/C, No, Ext):		FAX (A/C, No):
	E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC#	
INSURED MHCP COLAB, LLC 5701 BISCAYNE BLVD STE CS1 MIAMI FL 33137-2644	INSURER A : Sentinel Insurance Company Ltd.		11000
	INSURER B : Hartford Casualty Insurance Company		29424
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES**CERTIFICATE NUMBER:****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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR General Liability	X		65 SBM AB4305	02/11/2025	02/11/2026	EACH OCCURRENCE	\$2,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence)						\$1,000,000	
	MED EXP (Any one person)						\$10,000	
	PERSONAL & ADV INJURY						\$2,000,000	
GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:							GENERAL AGGREGATE	\$4,000,000
							PRODUCTS - COMP/OP AGG	\$4,000,000
A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS HIRED AUTOS SCHEDULED AUTOS NON-OWNED AUTOS			65 SBM AB4305	02/11/2025	02/11/2026	COMBINED SINGLE LIMIT (Ea accident)	\$2,000,000
	BODILY INJURY (Per person)							
	BODILY INJURY (Per accident)							
	PROPERTY DAMAGE (Per accident)							
	UMBRELLA LIAB EXCESS LIAB OCCUR CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	
	AGGREGATE							
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		65 WEC AE8S1X	02/11/2025	02/11/2026	<input checked="" type="checkbox"/> PER STATUTE	<input type="checkbox"/> OTHER
	E.L. EACH ACCIDENT						\$1,000,000	
	E.L. DISEASE -EA EMPLOYEE						\$1,000,000	
	E.L. DISEASE - POLICY LIMIT						\$1,000,000	
A	DATA BREACH - DEFENSE & LIAB COVG			65 SBM AB4305	02/11/2025	02/11/2026	Limit	\$50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations. 30 day Notice of Cancellation will be provided in accordance with Form SS1224, attached to this policy. Professional Liability; 5096658528; 02/11/25-02/11/26; \$2,000,000 each claim/\$2,000,000 aggregate. Certificate holder is an additional insured per the Business Liability Coverage Form SS0008, attached to this policy.

CERTIFICATE HOLDER

Truist Bank
 ISAOA/ATIMA
 Attn: Insurance Department
 PO Box 1626
 WILSON NC 27894-1626

CANCELLATION

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

Susan L. Castaneda

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Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	<p>1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)</p> <p>MHCP COLAB LLC</p>	
	<p>2 Business name/disregarded entity name, if different from above.</p>	
	<p>3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input checked="" type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____</p> <p>Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____</p> <p style="text-align: right; font-size: small;">(Applies to accounts maintained outside the United States.)</p>
	<p>3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/></p>	
	<p>5 Address (number, street, and apt. or suite no.). See instructions.</p> <p>5700 Biscayne Blvd Suite CS-1</p>	<p>Requester's name and address (optional)</p>
	<p>6 City, state, and ZIP code</p> <p>Miami, FL 33137</p>	
	<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number													
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> </tr> </table>													
OR													
Employer identification number													
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">2</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">7</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">-</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">1</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">2</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">8</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">6</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">1</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">7</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">1</td> </tr> </table>	2	7	-	1	2	8	6	1	7	1			
2	7	-	1	2	8	6	1	7	1				

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date 5/29/25
------------------	--------------------------	---------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Limited Liability Company

MHCP COLAB, LLC

Filing Information

Document Number L09000051327
FEI/EIN Number 27-1286171
Date Filed 05/27/2009
Effective Date 05/19/2009
State FL
Status ACTIVE
Last Event LC AMENDMENT AND NAME CHANGE
Event Date Filed 09/08/2021
Event Effective Date 09/02/2015

Principal Address

5701 BISCAYNE BLVD
CS-1
MIAMI, FL 33137

Changed: 09/08/2021

Mailing Address

5701 BISCAYNE BLVD
CS-1
MIAMI, FL 33137

Changed: 09/08/2021

Registered Agent Name & Address

HEGE, MELISSA
611 N.E. 55TH STREET
MIAMI, FL 33137

Name Changed: 09/02/2015

Authorized Person(s) Detail

Name & Address

Title MGR

HEGE, MELISSA J
611 N.E. 55TH STREET
MIAMI, FL 33137

Title AMBR

HEGE, MATTHEW
5701 BISCAYNE BLVD
CS-1
MIAMI, FL 33137

Annual Reports

Report Year	Filed Date
2022	04/14/2022
2023	05/01/2023
2024	04/24/2024

Document Images

04/24/2024 -- ANNUAL REPORT	View image in PDF format
05/01/2023 -- ANNUAL REPORT	View image in PDF format
04/14/2022 -- ANNUAL REPORT	View image in PDF format
09/08/2021 -- LC Amendment and Name Change	View image in PDF format
04/17/2021 -- ANNUAL REPORT	View image in PDF format
06/07/2020 -- ANNUAL REPORT	View image in PDF format
04/10/2019 -- ANNUAL REPORT	View image in PDF format
03/29/2018 -- ANNUAL REPORT	View image in PDF format
04/26/2017 -- ANNUAL REPORT	View image in PDF format
03/29/2016 -- ANNUAL REPORT	View image in PDF format
09/02/2015 -- REINSTATEMENT	View image in PDF format
04/19/2011 -- ANNUAL REPORT	View image in PDF format
01/05/2010 -- ANNUAL REPORT	View image in PDF format
05/27/2009 -- Florida Limited Liability	View image in PDF format



Event # 410-2

Name: Capital Improvement Master Plan for the Central City CRA

Description: The City of Fort Lauderdale is seeking proposals from qualified firm to develop a comprehensive Capital Improvement Master Plan for the Central City Community Redevelopment Area (CRA) area. The masterplan will identify projects related to roadway, pedestrian, bicycle, transit and stormwater infrastructure, as well as estimate cost and construction schedule. The masterplan will be used to prioritize capital improvement projects based on urgency, impact and availability of funds.

Buyer: HEMMINGS TURNER, PAULETTE

Status: Pending Award

Event Type: RFQ

Currency: USD

Sealed Bid: Yes

Respond To All Lines: No

Q & A Allowed: Yes

Number Of Amendments: 2

Display Bid Tabulation: Do Not Display

Event Dates

Preview:

Q & A Open: 01/28/2025 02:00:00 PM

Open: 01/28/2025 02:00:00 PM

Q & A Close: 02/24/2025 05:00:00 PM

Close: 03/10/2025 02:00:00 PM

Dispute Close:

Questions

Question	Response Type	Attachment
Did you sign and attach all the Required Forms?	Yes No	Event 410 - Required Forms.pdf
Kindly acknowledge the Anti-Human Trafficking Affidavit to be completed by contract awardee:	Yes No	Anti-Human Trafficking Affidavit.pdf
<p>Per Florida Statute 787.06 (2024), (13) When a contract is executed, renewed, or extended between a nongovernmental entity and a governmental entity, the nongovernmental entity must provide the governmental entity with an affidavit signed by an officer or a representative of the nongovernmental entity under penalty of perjury attesting that the nongovernmental entity does not use coercion for labor or services as defined in this section. For purposes of this subsection, the term "governmental entity" has the same meaning as in s. 287.138(1).</p>		

Event # 410-2: Capital Improvement Master Plan for the Central City CRA

Attachments

Name	Description	Attachment
Event 410 Capital Improvement Master Plan Solicitation	Event 410 Capital Improvement Master Plan Solicitation	Event 410 CIP Master Plan Solicitation.pdf
Event 410 Sample Agreement	Event 410 Sample Agreement	EVENT 410 AGREEMENT.pdf
Addendum 1	Addendum 1	Addendum 1.pdf
Addendum 2	Addendum 2	Addendum 2.pdf

Contacts

Name	Email Address
PAULETTE HEMMINGS TURNER	pturner@fortlauderdale.gov

Commodity Codes

Commodity Code	Description
906-64	Planning, Urban (Community, Regional, Area wide, and State)
906-66	Planning, Site (Installation and Project)
918	CONSULTING SERVICES
918-92	Urban Planning Consulting
925-61	Land Development and Planning/Engineering
926-72	Planning and Advisory Services, Environmental
961-44	Industrial Development and Planning Services

Line Details

Line 1: CIP Master Plan Solicitation

Description: CIP Master Plan Solicitation

Item: CIP MASTER PLAN SOLICITATION CIP Master Plan Solicitation

Commodity Code: 918 CONSULTING SERVICES

Quantity: 1.0000

Unit of Measure: LS

Require Response: No

Price Breaks Allowed: No

Allow Alternate Responses: No

Add On Charges Allowed: No

Request for Qualifications

RFQ EVENT# 410

CAPITAL IMPROVEMENT MASTER PLAN FOR THE CENTRAL CITY CRA AREA

Pursuant to Section 287.055
Consultants' Competitive Negotiation Act

City of Fort Lauderdale



**PAULETTE HEMMINGS TURNER
SENIOR PROCUREMENT SPECIALIST**

Telephone: (954) 828-5139 E-mail: PTurner@fortlauderdale.gov

SECTION I – INTRODUCTION AND INFORMATION

1.1 Purpose

The City of Fort Lauderdale, FL (City) is actively seeking qualified, experienced, and licensed Consultant to identify projects related to roadway, pedestrian, bicycle, transit and stormwater infrastructure, as well as to provide estimated costs and construction schedules for the Central City Community Redevelopment Agency as further described in Section III – Scope of Services. Those firms which are interested in submitting proposals in response to this Request for Qualifications (RFQ) shall comply with Section IV– Submittal Requirements.

1.2 ONLINE STRATEGIC SOURCING PLATFORM

The City uses an online strategic sourcing platform to administer the competitive solicitation process, including but not limited to soliciting proposals, issuing addenda, posting results and issuing notification of an intended decision. There is no charge to register and download the RFQ from the online strategic sourcing platform. Proposers are strongly encouraged to read the various vendor Guides and Tutorials available in the City's online strategic sourcing platform well in advance of their intention to submit a response to ensure familiarity with the use of the City's online strategic sourcing platform. The City shall not be responsible for a proposer's inability to submit a response by the end date and time for any reason, including issues arising from the use of the City's online strategic sourcing platform. There is no charge to proposers to register and participate in the solicitation process, nor will any fees be charged to the awarded proposer.

It is the sole responsibility of the Proposer to ensure that its qualifications are submitted electronically through the City's online strategic sourcing platform no later than the time and date specified in this solicitation. **PAPER SUBMITTALS WILL NOT BE ACCEPTED. QUALIFICATIONS MUST BE SUBMITTED ELECTRONICALLY VIA** the City's online strategic sourcing platform.

1.3 Electronic Openings

Responses to this solicitation will be opened electronically via the City's online strategic sourcing platform at the date and time indicated in the solicitation. Once the Procurement Specialist opens the qualifications, they may be viewed immediately on a computer, laptop, cell phone, or any other device with WiFi access.

Anyone requesting assistance or having further inquiry in this matter must contact the Procurement Specialist indicated in the solicitation, via the Question and Answer (Q&A) forum on the City's online strategic sourcing platform before the Last Day for Questions indicated in the Solicitation.

1.4 Pre-Proposal Meeting

There will be a pre-proposal meeting on **Friday, February 7, 2025, at 2:00 PM** for this RFQ.

Microsoft Teams

[Join the meeting now](#)

Meeting ID: 224 899 929 75

Passcode: vg3r3TL3

Dial in by phone

[+1 954-686-7296..36900477#](#) United States, Fort Lauderdale

[Find a local number](#)

Phone conference ID: 369 004 77#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)



This meeting is facilitated by the City of Fort Lauderdale. Meeting content may be subject to Florida Statute Chapter 119 concerning public records and subject to disclosure.

1.5 Point of Contact

City of Fort Lauderdale, Procurement Services Division
Attn: Paulette Hemmings Turner – Senior Procurement Specialist
101 NE 3rd Avenue
Fort Lauderdale, FL 33301
Telephone: (954) 828-5139
E-mail: PTurner@fortlauderdale.gov

For all inquiries concerning this RFQ, questions, and requests for additional information, please utilize the Q&A forum provided by the City’s online strategic sourcing platform. Questions of a material nature must be received prior to the cut-off date specified in the RFQ. Material changes, if any, to the scope of services or submittal procedures will only be transmitted by written addendum. **Consultants please note:** Qualifications shall be submitted as stated in PART IV – Submittal Requirements. No part of your submittal can be submitted via FAX. Submission of qualifications will be considered evidence that the proposer has familiarized itself with the nature and extent of the work, and the equipment, materials, and labor required. Qualifications must be submitted in accordance with all requirements contained in this solicitation. The questions and answers submitted on the City’s online strategic sourcing platform shall become part of any contract that is created from this RFQ.

1.6 Debarred or Suspended Bidders or Proposers

The proposer certifies, by submission of a response to this solicitation, that neither it nor its principals and subconsultants are presently debarred or suspended by any federal department or agency.

1.7 Prohibition Against Contracting with Scrutinized Companies

Subject to *Odebrecht Construction, Inc., v. Prasad*, 876 F.Supp.2d 1305 (S.D. Fla. 2012), *affirmed*, *Odebrecht Construction, Inc., v. Secretary, Florida Department of Transportation*, 715 F.3d 1268 (11th Cir. 2013), with regard to the “Cuba Amendment,” the Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in Iran Terrorism Sectors List, created pursuant to Section 215.473, Florida Statutes (2024), as may be amended or revised, and that it does not have business operations in Cuba or Syria, as provided in Section 287.135, Florida Statutes (2024), as may be amended or revised. The Contractor certifies that it is not on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2024), as may be amended or revised, and that it is not engaged in a boycott of Israel. The City may terminate this Agreement at the City’s option if the Contractor is found to have submitted a false certification as provided under subsection (5) of Section 287.135, Florida Statutes (2024), as may be amended or revised, or been placed on the Scrutinized Companies with Activities in Sudan List, or been placed on a list created pursuant to Section 215.473, Florida Statutes (2024), as may be amended or revised, relating to scrutinized active business operations in Iran, or been placed on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2024), as may be amended or revised,

or is engaged in a boycott of Israel, or has been engaged in business operations in Cuba or Syria, as defined in Section 287.135, Florida Statutes (2024), as may be amended or revised.

END OF SECTION

SECTION II – GENERAL TERMS AND CONDITIONS

2.1 Addenda, Changes, and Interpretations

It is the sole responsibility of each firm to notify the point of contact utilizing the Q&A forum provided by the City's online strategic sourcing platform and request modification or clarification of any ambiguity, conflict, discrepancy, omission or other error discovered in this competitive solicitation. Requests for clarification, modification, interpretation, or changes must be received prior to the Q&A deadline. Requests received after this date may not be addressed. Questions and requests for information that would not materially affect the scope of services to be performed or the solicitation process will be answered within the Q&A forum provided by the City's online strategic sourcing platform and shall be for clarification purposes only. Material changes, if any, to the scope of services or the solicitation process will only be transmitted by official written addendum issued by the City and uploaded to as a separate addendum to the RFQ. Under no circumstances shall an oral explanation given by any City official, officer, staff, or agent be binding upon the City, and any such oral explanation should be disregarded. All addenda are a part of the competitive solicitation documents, and each firm will be bound by such addenda. It is the responsibility of each to read and comprehend all addenda issued.

2.2 Changes and Alterations

Consultant may change or withdraw its qualifications at any time prior to the submission deadline; however, no oral modifications will be allowed. Modifications shall not be allowed following the proposal deadline.

2.3 Consultants' Costs

The City shall not be liable for any costs incurred by consultants in responding to this RFQ, including costs incurred in connection with evaluation and award proceedings.

2.4 Mistakes

The consultant shall examine this RFQ carefully. The submission of qualifications shall be prima facie evidence that the consultant 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 consultant from liability and obligations under the Agreement.

2.5 Acceptance of Responses/Minor Irregularities

2.5.1 The City reserves the right to accept or reject any or all responses or parts 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 give a respondent an advantage or benefit not enjoyed by other respondents, does not adversely impact the interests of other firms, or does not affect the fundamental fairness of the solicitation process. The City also reserves the right to reissue a Request for Qualifications.

2.5.2 The City reserves the right to disqualify Consultant 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 Consultant.

2.6 Responsiveness

In order to be considered responsive to the solicitation, the firm's response shall fully conform in all material respects to the solicitation and all of its requirements, including all form and substance.

2.7 Responsibility

In order to be considered as a responsible firm, firm shall be fully capable to meet all of the requirements of the solicitation and subsequent contract, must possess the full capability, including financial and technical, to perform as contractually required, and must be able to fully document the ability to provide good faith performance.

2.8 Minimum Qualifications

Firms shall be in the business of preparing Capital Improvement Masterplans for at least five (5) years, and must possess sufficient financial support, staff, equipment and organization to ensure that it can satisfactorily perform the services if awarded a contract. Firms must demonstrate that they, or the principals assigned to the project, have successfully provided services with similar magnitude to those specified in the scope of services to at least one city similar in size and complexity to the City of Fort Lauderdale or demonstrate that they have the experience with large scale private sector clients and the managerial and financial ability to successfully perform the work.

Firms shall satisfy each of the following requirements cited below. Failure to do so may result in the proposal being deemed non-responsive.

2.8.1 Proposer or principals shall have relevant experience in preparing Master Plans – Transportation Planning. Project manager assigned to the work must have at least Five (5) years' experience in Transportation Planning and must have served as project manager on similar projects as indicated in the scope of work.

2.8.2 Before awarding a contract, the City reserves the right to require that a firm submit such evidence of its qualifications as the City may deem necessary. Further, the City may consider any evidence of the financial, technical, and other qualifications and abilities of a firm or principals, including previous experiences of same with the City and performance evaluation for services, in making the award in the best interest of the City.

2.8.3 Neither Firm nor principals shall have any record of judgments, pending lawsuits against the City or criminal activities involving moral turpitude, or any conflicts of interest that have not been waived by the City Commission.

2.8.4 Neither Firm nor any principal, officer, or stockholder shall be in arrears or in default of any debt or contract involving the City, (as a party to a contract, or otherwise), or have failed to perform faithfully on any previous or current contract with the City.

2.8.5 Consultant(s) must be appropriately licensed and registered in the State of Florida in the required field of service required.

2.9 Lobbyist Ordinance

ALL CONSULTANTS PLEASE NOTE: Any consultant submitting a response to this solicitation must comply, if applicable, with Chapter 2, Article VIII, Lobbying Activities, of the Code of Ordinances of the City of Fort Lauderdale, Florida, which can be viewed at https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH2A

[D_ARTVIIILOAC_S2-260INPU](#), and City of Fort Lauderdale Resolution No. 07-101, which can be viewed at <https://www.fortlauderdale.gov/home/showpublisheddocument/6038/635514782857730000>. Copies may also be obtained from the City Clerk's Office, 1 East Broward Boulevard, Suite 444, Fort Lauderdale, Florida 33301.

2.10 Protest Procedure

2.10.1 Any proposer who is not recommended for award of a contract and who alleges a failure by the City to follow the City's Procurement Ordinance or any applicable law, may follow the protest procedure as found in the City's Procurement Ordinance within five (5) days after a notice of intent to award is posted on the City's web site at the following link:

<https://www.fortlauderdale.gov/government/departments-a-h/finance/procurement-services/notices-of-intent-to-award>

2.10.2 The complete Protest Ordinance may be found at the following link: https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTVFI_DIV2PR_S2-182DIREPRAWINAW

2.11 Public Entity Crimes

In accordance with the Public Crimes Act, Section 287.133, Florida Statutes (2024), as may be amended or revised, a person or affiliate who is a contractor, consultant or other provider, who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to the City, may not submit a bid on a contract with the City for the construction or repair of a public building or public work, may not submit bids on leases of real property to the City, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with the City, and may not transact any business with the City in excess of the threshold amount provided in Section 287.017, Florida Statutes (2024), as may be amended or revised, for category two purchases for a period of thirty-six (36) months from the date of being placed on the convicted vendor list. Violation of this section by Consultant shall result in cancellation of the City purchase and may result in Consultant debarment.

2.12 Subconsultants

2.12.1 A subconsultant (or "subcontractor") is an individual or firm contracted by the Consultant or Consultant's firm to assist in the performance of services required under this RFQ. A subconsultant shall be paid through Consultant or Consultant's firm and not paid directly by the City. Subconsultants are permitted by the City in the performance of the services pursuant to the Agreement. Consultant must clearly reflect in its proposal, the major subconsultant(s) to be utilized in the performance of required services. The City retains the right to accept or reject any subconsultant proposed in the response of successful Consultant(s) or prior to contract execution. Any and all liabilities regarding the use of a subconsultant shall be borne solely by the successful Consultant and insurance for each subconsultant must be maintained in good standing and approved by the City throughout the duration of the contract. Neither successful Consultant nor any of its subconsultants are considered to be employees or agents of the City. Failure to list all subconsultants and provide the required information may disqualify any proposed subconsultant from performing work under this RFQ.

2.12.2 Consultants shall include in their responses the requested subconsultant information and include all relevant information required of the Consultant. In addition, within five (5) working

days after the identification of the award to the successful Consultant(s), the Consultant shall provide a list confirming the subconsultant(s) that the successful Consultant 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 subconsultant, the services subconsultant will provide relative to any contract that may result from this RFQ, subconsultants' hourly rates or fees, any applicable licenses, insurance, references, ownership, and other information required of Consultant.

2.13 Local Business Preference –

2.13.1 Section 2-186, Code of Ordinances of the City of Fort Lauderdale, provides for a local business preference. In order to be considered for a local business preference, a proposer must include the Local Business Preference Certification Statement of this RFQ, as applicable to the local business preference class claimed at the time of Proposal submittal:

Upon formal request of the City, based on the application of a Local Business Preference, the Proposer shall, within ten (10) calendar days, submit the following documentation to the Local Business Preference Class claimed:

- a. Copy of City of Fort Lauderdale current year business tax receipt, or Broward County current year business tax receipt, and
- b. List of the names of all employees of the proposer and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of proposal submittal shall result in the Proposer being found ineligible for the local business preference.

2.13.2 Definitions

- a. The term "Class A business" shall mean any business that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and shall maintain a staffing level for the proposed work of at least fifty percent (50%) who are residents of the City of Fort Lauderdale.
- b. The term "Class B business" shall mean any business that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, or shall maintain a staffing level for the proposed work of at least fifty percent (50%) who are residents of the City of Fort Lauderdale.
- c. The term "Class C business" shall mean any business that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of Broward County.
- d. The term "Class D business" shall mean any business that does not qualify as a Class A, Class B, or Class C business.

The complete local business preference ordinance may be found on the City's web site at the following link:

https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodemd=COOR_CH2AD_ART_VFI_DIV2PR_S2-186LOBUPR

2.14 Disadvantaged Business Enterprise Preference –

2.14.1 Section 2-185, Code of Ordinances of the City of Fort Lauderdale, provides for a disadvantaged business preference. In order to be considered for a disadvantaged business preference, a proposer must include a certification from a government agency, as applicable to the disadvantaged business preference class claimed at the time of Proposal submittal:

Upon formal request of the City, based on the application of a Disadvantaged Business Preference the Proposer shall within ten (10) calendar days submit the following documentation to the Disadvantaged Business Enterprise Preference Class claimed:

- a. Copy of City of Fort Lauderdale current year business tax receipt, or the Tri-County (Broward, Dade, West Palm Beach) current year business tax receipt, or proof of active Sunbiz status and
- b. List of the names of all employees of the proposer and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or the Tri-County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of Proposal submittal shall result in the Proposer being found ineligible for the Disadvantaged Business Enterprise Preference business preference.

The complete Disadvantaged Business Preference ordinance may be found on the City's website at the following link: <https://www.fortlauderdale.gov/home/showpublisheddocument?id=56883>

2.15 Insurance Requirements

As a condition precedent to the effectiveness of this Agreement, during the term of this Agreement and during any renewal or extension term of this Agreement, Consultant shall, at its sole expense, provide insurance of such types and with such terms and limits as noted below. Providing proof of and maintaining adequate insurance coverage are material obligations of Consultant. Consultant shall provide the City a certificate of insurance evidencing such coverage. Consultant's insurance coverage shall be primary insurance for all applicable policies, in respect to the City's interests for this Agreement. The limits of coverage under each policy maintained by Consultant shall not be interpreted as limiting Consultant's liability and obligations under this Agreement. All insurance policies shall be through insurers authorized or eligible to write policies in the State of Florida and possess an A.M. Best rating of A-, VII or better, subject to approval by the City's Risk Manager.

The coverages, limits, and/or endorsements required herein protect the interests of the City, and these coverages, limits, and/or endorsements shall in no way be relied upon by Consultant for assessing the extent or determining appropriate types and limits of coverage to protect Consultant against any loss exposures, whether as a result of this Agreement or otherwise. The requirements contained herein, as well as the City's review or acknowledgement, are not intended to and shall

not in any manner limit or qualify the liabilities and obligations assumed by Consultant under this Agreement.

The following insurance policies and coverages are required:

Commercial General Liability

Coverage must be afforded under a Commercial General Liability policy with limits not less than:

- \$1,000,000 each occurrence and \$2,000,000 aggregate for Bodily Injury, Property Damage, and Personal and Advertising Injury
- \$1,000,000 each occurrence and \$2,000,000 aggregate for Products and Completed Operations

Policy must include coverage for contractual liability and independent contractors.

The City, a Florida municipality, its officials, employees, and volunteers are to be included as an additional insured with a CG 20 26 04 13 Additional Insured – Designated Person or Organization Endorsement or similar endorsement providing equal or broader Additional Insured Coverage with respect to liability arising out of activities performed by or on behalf of Consultant. The coverage shall contain no special limitation on the scope of protection afforded to the City, its officials, employees, and volunteers.

Professional Liability

Coverage must be afforded for Wrongful Acts in an amount not less than \$1,000,000 each claim and \$2,000,000 aggregate.

Consultant must keep the professional liability insurance in force until the third anniversary of expiration or early termination of this Agreement or the third anniversary of acceptance of work by the City, whichever is longer, which obligation shall survive expiration or early termination of this Agreement.

Business Automobile Liability

Proof of coverage must be provided for all Owned, Hired, Scheduled, and Non-Owned vehicles for Bodily Injury and Property Damage in an amount not less than the State of Florida required minimums unless a different amount is required by City Ordinance(s).

If Consultant does not own vehicles, Consultant shall maintain coverage for Hired and Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Workers' Compensation and Employer's Liability

Coverage must be afforded per Chapter 440, Florida Statutes. Any person or entity performing work for or on behalf of the City must provide Workers' Compensation insurance. Exceptions and exemptions will be allowed by the City's Risk Manager, if they are in accordance with Florida Statute.

Consultant waives, and Consultant shall ensure that Consultant's insurance carrier waives, all subrogation rights against the City, its officials, employees, and volunteers for all losses or damages. The City requires the policy to be endorsed with WC 00 03 13 Waiver of our Right to Recover from Others or equivalent.

Consultant must be in compliance with all applicable State and federal workers' compensation laws.

Insurance Certificate Requirements

- a) Consultant shall provide the City with valid Certificates of Insurance (binders are unacceptable) no later than ten (10) days prior to the start of work contemplated in this Agreement.
- b) Consultant shall provide to the City a Certificate of Insurance having a thirty (30) day notice of cancellation; ten (10) days' notice if cancellation is for nonpayment of premium.
- c) In the event that the insurer is unable to accommodate the cancellation notice requirement, it shall be the responsibility of Consultant to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested, and addressed to the certificate holder.
- d) In the event the Agreement term or any surviving obligation of Consultant following expiration or early termination of the Agreement goes beyond the expiration date of the insurance policy, Consultant shall provide the City with an updated Certificate of Insurance no later than ten (10) days prior to the expiration of the insurance currently in effect. The City reserves the right to suspend the Agreement until this requirement is met.
- e) The Certificate of Insurance shall indicate whether coverage is provided under a claims-made or occurrence form. If any coverage is provided on a claims-made form, the Certificate of Insurance must show a retroactive date, which shall be the effective date of the initial contract or prior.
- f) The City shall be included as an Additional Insured on all liability policies, with the exception of Workers' Compensation and Professional Liability.
- g) The City shall be granted a Waiver of Subrogation on Consultant's Workers' Compensation insurance policy.
- h) The title of the Agreement, Bid/Contract number, or other identifying reference must be listed on the Certificate of Insurance.

The Certificate Holder should read as follows:

City of Fort Lauderdale
401 SE 21st Street
Fort Lauderdale, FL 33316

Consultant has the sole responsibility for all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the application of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for including the City as an Additional Insured shall be at Consultant's expense.

If Consultant's primary insurance policy/policies do not meet the minimum requirements as set forth in this Agreement, Consultant may provide evidence of an Umbrella/Excess insurance policy to comply with this requirement.

Consultant's insurance coverage shall be primary insurance in respect to the City's interests for this Agreement, its officials, employees, and volunteers. Any insurance or self-insurance maintained by the City shall be non-contributory.

Any exclusion or provision in any insurance policy maintained by Consultant that excludes coverage required in this Agreement shall be deemed unacceptable and shall be considered breach of contract.

All required insurance policies must be maintained until the Agreement work has been accepted by the City, or until this Agreement is terminated, whichever is later. Any lapse in coverage may be considered breach of contract. In addition, Consultant must provide to the City confirmation of coverage renewal via an updated certificate of insurance should any policies expire prior to the expiration of this Agreement. The City reserves the right to review, at any time, coverage forms and limits of Consultant's insurance policies.

Consultant shall provide notice of any and all claims, accidents, and any other occurrences associated with this Agreement to Consultant's insurance company or companies and the City's Risk Management office as soon as practical.

It is Consultant's responsibility to ensure that any and all of Consultant's independent contractors and subcontractors comply with these insurance requirements. All coverages for independent contractors and subcontractors shall be subject to all of the applicable requirements stated herein. Any and all deficiencies are the responsibility of Consultant. The City reserves the right to adjust insurance limits from time to time at its discretion with notice to Consultant.

NOTE: CITY PROJECT NUMBER, PROJECT NAME AND RFQ EVENT NUMBER MUST APPEAR ON EACH CERTIFICATE, AND THE CITY OF FORT LAUDERDALE MUST BE NAMED ON THE CERTIFICATE AS AN "ADDITIONAL INSURED" ON REQUIRED LIABILITY POLICIES.

A Sample Insurance Certificate shall be included with the proposal to demonstrate the firm's ability to comply with insurance requirements. Provide a previous certificate or other evidence listing the insurance companies' names for all required coverage, and the dollar amounts of the coverage.

2.16 Insurance – Subconsultants

Consultant shall require all of its subconsultants to provide the aforementioned coverage as well as any other coverage that the Consultant may consider necessary, and any deficiency in the coverage or policy limits of said subconsultants will be the sole responsibility of the Consultant.

2.17 Award of Contract

A Contract (the "Agreement") will be awarded in accordance with Florida Statutes, by the City Commission. The City reserves the right to execute or not execute, as applicable, a contract with the Consultant(s) that is determined to be in the City's best interests. The draft/sample agreement is provided herein as an attachment to this RFQ. The City reserves the right to award a contract to more than one Consultant as is in the City's best interest.

2.18 Modification of Services

2.18.1 While this contract is for services provided to the department referenced in this RFQ, the City may require similar work for other City departments. Successful Proposer agrees to take on such work unless such work would not be considered reasonable or become an undue burden to the successful Proposer.

2.18.2 The City reserves the right to delete any portion of the work at any time without cause, and if such right is exercised by the City, the total fee shall be reduced in the same ratio as

the estimated cost of the work deleted bears to the estimated cost of the work originally planned. If work has already been accomplished and approved by the City on any portion of a contract resulting from this RFQ, the successful Proposer shall be paid for the work completed on the basis of the estimated percentage of completion of such portion to the total project cost.

2.18.3 The City may require additional items or services of a similar nature, but not specifically listed in the contract. The successful Proposer agrees to provide such items or services, and shall provide the City prices on such additional items or services. If the price(s) offered are not acceptable to the City, and the situation cannot be resolved to the satisfaction of the City, the City reserves the right to procure those items or services from other vendors, or to cancel the contract upon giving the successful Proposer thirty (30) days written notice.

2.18.4 If the successful Proposer and the City agree on modifications or revisions to the task elements after the City has approved work to begin on a particular task or project, and a budget has been established for that task or project, the successful Proposer will submit a revised budget to the City for approval prior to proceeding with the work.

2.19 No Exclusive Contract

Proposer agrees and understands that the contract shall not be construed as an exclusive arrangement and further agrees that the City may, at any time, secure similar or identical services from another vendor at the City's sole option.

2.20 Contract Agreement

Any subsequent contract will be subject to the Agreement included as an attachment and made a part of this RFQ.

2.21 Contract Period

The contract term shall commence upon date of award by the City.

2.22 Unauthorized Work

The successful Consultant(s) shall not begin work until a Contract has been awarded by the City Commission and a notice to proceed has been issued. Consultant(s) agree and understand that a Purchase Order or a Task Order or both shall be issued and provided to the Consultant(s) following Commission award.

2.23 Payment Method The City shall make payment to the Consultant through utilization of the City's P-Card Program. The City has implemented a Purchasing Card (P-Card) Program utilizing the MasterCard and Visa networks. Purchases from this contract will be made utilizing the City's Purchasing Card. Consultant will receive payment from the purchasing card in the same manner as other credit card purchases.

Accordingly, Consultant must presently have the ability to accept these credit cards or take whatever steps necessary to implement the ability before the start of the contract term, or contract award by the City. All costs associated with the Consultant's participation in this purchasing program shall be borne by the Consultant. The City reserves the right to revise this program as necessary.

2.24 Payment Card Industry (PCI) Compliance

Consultant agrees to comply with all applicable state, federal and international laws, as well as industry best practices, governing the collection, access, use, disclosure, safeguarding and destruction of Protected Information.

Consultant and any subconsultant that handles credit card data must be, and remain, PCI compliant under the current standards and will provide documentation confirming compliance upon request by the City of Fort Lauderdale. Failure to produce documentation could result in termination of the contract.

2.25 Prohibition Against Contingent Fees

The architect (or registered surveyor and mapper or professional engineer, as applicable) warrants that he or she has not and will not employ or retain any company or person, other than a bona fide employee working solely for the architect (or registered surveyor and mapper, or professional engineer, as applicable) to solicit or secure an agreement pursuant to this competitive solicitation and that he or she has not and will not pay or agree to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the architect (or registered surveyor and mapper or professional engineer, as applicable) any fee, commission, percentage, gift, or other consideration contingent upon or resulting from an award or making of an agreement pursuant to this competitive solicitation.

2.26 Indemnity/Hold Harmless Agreement

The Consultant shall indemnify and hold harmless the City, 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 Consultant and other persons employed or utilized by the design professional in the performance of the contract.

2.27 Substitution of Personnel

It is the intention of the City that the Proposer's personnel proposed for the contract will be available for the contract term. In the event the Proposer wishes to substitute personnel, the Proposer shall propose personnel of equal or higher qualifications and all replacement personnel are subject to City approval. In the event substitute personnel are not satisfactory to the City and the matter cannot be resolved to the satisfaction of the City, the City reserves the right to cancel the Contract for cause.

2.28 Ownership of Work

The City shall have full ownership and the right to copyright, otherwise limit, reproduce, modify, sell, or use all of the work or product produced under this Contract without payment of any royalties or fees to the Consultant above the agreed hourly rates and related costs.

2.29 Canadian Companies

In the event Consultant is a corporation organized under the laws of any province of Canada or is a Canadian federal corporation, the City may enforce in the United States of America or in Canada or in both countries, a judgment entered against the Consultant. The Consultant waives any and all defenses to the City's enforcement in Canada of a judgment entered by a court in the United States of America. All monetary amounts set forth in this Contract are in United States dollars.

2.30 Instructions

Careful attention must be given to all requested items contained in this RFQ. Proposers are invited to submit responses in accordance with the requirements of this RFQ. Please read the entire solicitation before submitting a proposal. Firms must provide a response to each requirement of the RFQ. Responses should be prepared in a concise manner with an emphasis on completeness and clarity. Firm's notes and comments may be rendered on an attachment, provided the same format of this RFQ text is followed. All responses shall be submitted electronically through the City's online strategic sourcing platform as stated in Section 4.1.

2.31 Discrepancies, Errors and Omissions

Any discrepancies, errors, or ambiguities in the RFQ or addenda should be reported in writing to the City's Procurement Services Division. Should it be necessary, a written addendum will be incorporated into the RFQ. The City will NOT be responsible for any oral instructions, clarifications, or other communications.

2.32 Non-Discrimination

The Consultant shall not discriminate against its employees based on the employee's race, color, religion, gender, gender identity, gender expression, marital status, sexual orientation, national origin, age, disability, or any other protected classification as defined by applicable law.

1. The Consultant certifies and represents that the Consultant offers the same health benefits to the domestic partners of its employees as are offered its employees' spouses or offers its employees the cash equivalent of such health benefits because it is unable to provide health benefits to its employees' domestic partners, and that the Consultant will comply with Section 2-187, Code of Ordinances of the City of Fort Lauderdale, Florida, (2024), as may be amended or revised, ("Section 2-187"), during the entire term of this Agreement.
2. The failure of the Consultant to comply with Section 2-187 shall be deemed to be a material breach of this Agreement, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.
3. The City may terminate this Agreement if the Consultant fails to comply with Section 2-187.
4. The City may retain all monies due or to become due until the Consultant complies with Section 2-187.
5. The Consultant may be subject to debarment or suspension proceedings. Such proceedings will be consistent with the procedures in section 2-183 of the Code of Ordinances of the City of Fort Lauderdale, Florida.

2.33 E-Verify

As a condition precedent to the effectiveness of this Agreement, pursuant to Section 448.095, Florida Statutes (2024), as may be amended or revised, the Consultant and its subcontractors shall register with and use the E-Verify system to electronically verify the employment eligibility of newly hired employees.

1. The Consultant shall require each of its subconsultants, if any, to provide the Consultant with an affidavit stating that the subconsultant does not employ, contract with, or subcontract with an unauthorized alien. The Consultant shall maintain a copy of the

subconsultant's affidavit for the duration of this Agreement and in accordance with the public records requirements of this Agreement.

2. The City, the Consultant, or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Subsection 448.09(1), Florida Statutes (2024), as may be amended or revised, shall terminate the contract with the person or entity.
3. The City, upon good faith belief that a subcontractor knowingly violated the provisions of Subsection 448.095(5), Florida Statutes (2024), as may be amended or revised, but that the Consultant otherwise complied with Subsection 448.095(5), Florida Statutes (2024), as may be amended or revised, shall promptly notify Consultant and order the Consultant to immediately terminate the contract with the subcontractor, and the Consultant shall comply with such order.
4. A contract terminated under Subparagraph 448.095(5)(c)1. or 2., Florida Statutes (2024), as may be amended or revised, is not a breach of contract and may not be considered as such. If the City terminates this contract under Paragraph 448.095(5)(c), Florida Statutes (2024), as may be amended or revised, the Consultant may not be awarded a public contract for at least one year after the date on which the contract was terminated. The Consultant is liable for any additional costs incurred by the City as a result of termination of this Agreement.
5. Consultant shall include in each of its subcontracts, if any, the requirements set forth in this Section 2.33, including this subparagraph, requiring any and all subcontractors, as defined in Subsection 448.095(1)(e), Florida Statutes (2024), as may be amended or revised, to include all of the requirements of this Section 2.33 in their subcontracts. Consultant shall be responsible for compliance by any and all subcontractors, as defined in Subsection 448.095(1)(e), Florida Statutes (2023), as may be amended or revised, with the requirements of Section 448.095, Florida Statutes (2024), as may be amended or revised.

2.34 ANTI-HUMAN TRAFFICKING, KIDNAPPING, CUSTODY AND RELATED OFFENSES

Bidder, proposer, quoter, or any other respondent to any City solicitation/notice or serving as a City consultant, contractor, vendor or otherwise entering into any contract (including, without limitation, contract renewal, extension, amendment as applicable) with the City affirms and stipulates that it is not in violation of Section 787.06(13) of the 2024 Florida Statutes entitled "Kidnapping; Custody Offenses; Human Trafficking and Related Offenses." The entity (which includes any business entity however formed/ incorporated) intending to provide goods or services by submitting a response to a city solicitation further affirms to the City as a governmental entity defined in Section 287.138(1) of the 2024 Florida Statutes that it does not use coercion for labor or services as defined in Section 787.06 of the 2024 Florida Statutes.

END OF SECTION

SECTION III - SCOPE OF SERVICES

3.1 Purpose

The City is seeking the services of a qualified consulting firm to provide Professional Services related to a contract for Capital Improvement Master Plan consultancy services. The following is a list of services that may be required. This list shall not be construed as an exclusive list of activities that successful firm(s) may be engaged in. City 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 architects, engineers, and surveyors pursuant to Section 287.055 Florida Statutes, and for which the firm(s) are experienced, qualified, and able to perform:

3.2 Scope of Services

3.2.1 Consultant Expectations:

Meet with City staff to kick-off, develop, coordinate, discuss project approach and public outreach, finalize project timelines, and confirm key aspects of the process. Monthly progress meetings with Staff and prepare a summary of key decisions and follow-up action items throughout the life of the project is expected.

The CONSULTANT shall conduct a comprehensive review of all existing streetscape and infrastructure plans that the City has in place; past and present transportation, land use studies, and traffic count studies impacting the area. Research shall also include a list of ongoing and completed site development and public and private infrastructure project and adjacent to the area in order to consider the connections and impact of surrounding area. The consultant shall consult city-adopted documents for consistency.

The CONSULTANT shall gather and analyze relevant data to understand the current state of the streetscape and infrastructure. Conduct site visits and surveys to assess the current conditions of streets, sidewalks, public spaces, lighting, signage and other infrastructure elements. Identify areas of concern, such as unsafe intersections, deteriorating infrastructure, or lacking amenities. Documentation may include photographing, documenting and creating inventory of current assets.

The CONSULTANT shall prepare a public participation plan that outlines the public involvement process throughout the course of the study and provide adequate opportunity for community engagement across the entire CRA area. The consultant shall quantify the methods and frequency of public involvement efforts; including but not limited to: project initiation, data analysis results, alternative concepts, and recommendations. There are six neighborhood groups in this area. Expect to present initial findings, gather feedback and discuss potential project before the Central City Redevelopment Advisory Board and the CRA Board of Commissioners. Staff will coordinate contact with neighborhood association and assist with scheduling meetings.

The CONSULTANT shall prepare an interactive mapping website to gather additional public comments. Additionally, a web-based survey will be created to gather additional information from community members. Survey shall be reviewed by City staff prior to dissemination and shall be at minimum include livability questions to better understand neighbor needs and interest in improving mobility and what is important to them.

- **LIST OF RECOMMENDED IMPROVEMENT PROJECTS:** Using the data collected and analysis efforts conducted, the CONSULTANT shall develop prioritized, time-constraint, list of implementable recommendations. Planning-level capital cost estimates shall be developed for the recommendations. The recommendations should be categorized by short-term, mid-term, and long-term measures. Recommendations should consider constraints and opportunities such as availability of right-of-way and jurisdiction of the road.
- **MAP OF RECOMMENDED IMPROVEMENT PROJECTS.** The CONSULTANT shall utilize database management and mapping techniques in portraying analysis results.
- **GRAPHIC RENDERINGS OF RECOMMENDED IMPROVEMENTS PROJECTS:** The CONSULTANT shall create graphic renderings (such as before and after photos or plans) to further demonstrate key improvements of the overall CIP Master Plan as determined by the City Staff and the CONSULTANT.
- **IMPROVEMENT PRIORITIZATION:** The CONSULTANT shall perform a high-level improvement prioritization process with input from the community. Prioritized projects, however, shall not be binding to the community, and shall be sensitive to future infrastructure improvement needs and funding opportunities. After adoption of the plan, the community shall work together to create the final prioritization as they see fit.
- **FINAL REPORT/MASTER PLAN:** The CONSULTANT shall prepare a final report/master plan that is easily viewable by all readers and provides a clear plan of action for the vision of the Central City Area with a strong emphasis on implementation. The report shall address up two (2) combined sets of comments from City staff.
- **POST FINAL PLAN PRIORITIZATION ASSISTANCE & IMPLEMENTATION** The CONSULTANT shall prepare a final report/master plan that is easily viewable by all readers and provides a clear plan of action for the vision of the neighborhood with a strong emphasis on implementation. The report shall address up two (2) combined sets of comments from City staff.
- **REIMBURSABLE PROJECT EXPENSES:**
 1. Up to five (5) 30"x42" copies of the study area basemap to be used at the Issues and Opportunities meeting.
 2. Five (5) 30"x42" copies of the study area basemap; five (5) 30"x42" copies of the issues and opportunities board; and up to ten (10) 30"x42" boards describing recommended and not recommended strategies to be used at the Data Analysis Findings meeting.
 3. Up to five (5) 30"x42" copies each of the draft internal streets Master Plan and external streets Master Plan posters and six (6) 24"x36" copies of the draft cost estimate poster to be used at the Recommendations meeting.
 4. Up to five (5) 30"x42" copies each of the Final internal streets Master Plan and external streets Master Plan posters, mounted, to be used at the Final Master Plan meeting.
 5. Up to twenty-five (25) copies of the final Master Plan (200 pages assumed), bound to be given to the City, the CRA Board, and the neighborhoods within the CRA boundary.
 6. Up to five (5) 30" x 42" copies of the Master Plan poster with the prioritized

list of improvements for presentation at the Prioritization meeting.

Tasks

1. Task 1: Kick-Off Meeting with City Staff

The consultant shall meet with City staff to kick-off, develop, coordinate, discuss project approach and public outreach, finalize project timelines, and confirm key aspects of the process.

1.1. City Services

- 1.1.1. Provide copies of existing documents, plans.
- 1.1.2. Review deliverable and provide comment.

1.2. Consultant deliverables

- 1.2.1. Prepare detailed project schedule outlining all tasks, milestones, and deadlines for review by staff.
- 1.2.2. Prepare meeting summary, with action items.
- 1.2.3. Submit final project schedule based upon City staff review and comment.

2. Task 2: Initial Research & Analysis

The objective is to research, review and analyze exiting plans, zoning codes, and development plans that may impact the project.

2.1. Understand Existing Plans, relevant site studies and documents: Conduct a comprehensive review of all existing streetscape and infrastructure plans that the City has in place; past and present transportation and land use studies and traffic count studies impacting the area. Research shall also include a list of ongoing and completed site development and public and private infrastructure project and adjacent to the are in order to consider the connections and impact of surrounding area. The consultant shall consult city-adopted documents for consistency.

2.2. Data Collection, Inventory and Analysis: Gather and analyze relevant data to understand the current state of the streetscape and infrastructure. Conduct site visits and surveys to assess the current conditions of streets, sidewalks, public spaces, lighting, signage and other infrastructure elements. Identify areas of concern, such as unsafe intersections, deteriorating infrastructure, or lacking amenities. Documentation may include photographing, documenting and creating inventory of current assets.

2.3. Assemble Base Maps. Scale base maps or survey for the site that indicates existing conditions, such as existing built structures, significant features both above and below ground, environmental constraints, drainage analysis, utility locations, and any other physical limitations of concern. Maps will serve as foundation for all subsequent analysis and workshop meetings with the public. This information should be available in digital format.

2.3.1. Relevant site studies and documents, including previous zoning or land use studies, soils maps, stormwater analysis, environmental studies, mitigation plans, topographic analysis, traffic studies, parking studies, infrastructure studies, and market feasibility studies for the site and its surroundings, including, but not limited to the existing bicycle network, relevant ordinances and street design guidelines; as well as other appropriate documentation of the site, such as

background on any existing buildings, historical information, archaeological studies, current or proposed development programs.

2.3.2. Aerial photographs that depict the site and its surroundings in plan view, preferably in color, and at the largest possible scale. (1 inch= 100 feet or larger). This information should be in a digital format, if available.

2.3.3. Current land development regulations that affect the site, particularly those that constrain zoning, land use, or development envisioned by the project. This includes zoning approvals and restrictive covenants that may relate to the site.

2.4. Coordination: Monthly progress meetings with City staff throughout the life of the project are assumed. For each meeting, the consultant shall prepare a summary of key decisions and follow-up action items and report on project progress, analysis results, and recommendations.

2.5. City Services:

2.5.1. To provide documents upon request by the consultant.

2.5.2. Schedule meeting with consultant and City staff as necessary.

2.6. Consultant Deliverables:

2.6.1. Comprehensive Report -provide documentation support of the data, inventory and analysis, including but not limited to map, aerial photographs.

2.6.2. Presentation Materials

3. Task 3: Community Outreach and Engagement

The consultant shall prepare a public participation plan that outlines the public involvement process throughout the course of the study and provide adequate opportunity for community engagement across the entire CRA area.

Public participation efforts shall be held at convenient times and locations at each project's milestone. Ideas, comments, and concurrence from residents shall be utilized as input into the Plan's analysis and recommendations. Organize public workshops to present initial findings, gather feedback, and facilitate discussions on issues, potential design concepts, and potential projects.

The consultant shall quantify the methods and frequency of public involvement efforts; including but not limited to: project initiation, data analysis results, alternative concepts, and recommendations.

3.1. Public Involvement Website & Survey: The consultant shall prepare an interactive mapping website to gather additional public comments. Additionally, a web-based survey will be created to gather additional information from community members. Survey shall be reviewed by City staff prior to dissemination and shall be a minimum include livability questions to better understand neighbor needs and interest in improving mobility and what is important to them.

3.2. Presentation to Neighborhood Associations: Organize and conduct meetings with neighborhood associations in the area to present initial findings, gather feedback, and discuss potential projects.

3.2.1. Engage with local community groups or hold public consultations to gather additional perspectives on potential needs and improvements. The various neighborhoods within the

area will likely have their own master plan, if available, consult plans for consistency. A minimum of 1 meeting per stakeholder group shall be necessary at the onset. Throughout the life of the project, follow-up meeting will be required to gather additional feedback on findings. Anticipate up to 12 Meetings, 2 per neighborhood association.

3.2.2. The neighborhood and interest group are:

1. Lauderdale Manors HOA	2. Poinsettia Heights Civic Association
3. South Middle River Civic Association	4. Lake Ridge Residents Association
5. Middle River Terrace Association	6. Central City Alliance

3.3. Presentation to the Central City Redevelopment Advisory Board (CCRAB): Prepare and deliver presentations up to five (5) presentations to the CCRAB to ensure alignment with redevelopment goals and redevelopment plan. Expect to present initial findings, gather feedback and discuss potential projects.

3.4. Presentation to the City Commission: Prepare and deliver up to five (5) presentations to the City Commission, including presentations that outline progress, key findings, and proposed projects.

3.5. City Services:

- 3.5.1.** Provide neighborhood leadership contact information.
- 3.5.2.** Attend all public meetings and assist with facilitating the meetings.
- 3.5.3.** Coordinate meetings with the CCRAB and City Commission as necessary.

3.6. Consultant Deliverables:

- 3.6.1.** Prepare presentations for all public meetings. Include maps for engagement purposes.
- 3.6.2.** Attend public meetings and answer questions.
- 3.6.3.** Provide documentation and summary of public meetings, including action items.

4. Task 4: Edits, Renderings and Finalization of Design Guidelines and Standard Concepts

Based on the data collected and community input, the consultant shall develop streetscape design concepts that address the area’s needs. Ensure that the design concepts include consideration for sustainable infrastructure.

- 1.1. Develop Streetscape Standards and guidelines:** Organize guidelines into phases that can be prioritized with stakeholder groups, starting with vertical elements, such as trees and light poles; then surface elements like stormwater management, curbs and gutter.
- 1.2. Compile list of Projects:**
- 1.3. Renderings** - visual renderings, conceptual drawings, and design narratives to clearly communicate the proposed concepts.
- 1.4. Presentation:** Present the design concepts to stakeholders and the public for review and feedback.
- 1.5. City Services:**

- 1.5.1. Provide documents as requested.
- 1.5.2. Schedule meetings with neighborhood groups, CCRAB and City Commission as necessary.
- 1.5.3. Attend public meetings and answer questions as necessary.

1.6. Consultant Deliverables:

- 1.6.1. Comprehensive Report
- 1.6.2. Presentation Materials
- 1.6.3. Digital copies and hard copies

5. Task 4: Identification of Potential Streetscapes and Infrastructure Projects

The consultant shall conduct a thorough review of current plans, collecting data, and identifying additional projects that are not yet included.

5.1. City Services

- 5.1.1. Provide documents as requested.
- 5.1.2. Schedule meetings with neighborhood groups, CCRAB and City Commission as necessary.

5.2. Consultant Deliverables

- 5.2.1. Provide a workplan that prioritizes the project, including detailed timeline, scope of services, and cost estimates.
- 5.2.2. Presentation: Present the design concepts to stakeholders and the public for review and feedback.

6. Task 6: Plan Prioritization Assistance & Implementation

- 6.1. Refine selected design concepts based on feedback from the community and stakeholders.
- 6.2. Recommendations: Inform and discuss the proposed short, mid and long-term recommendations. This will include an interactive work session to determine any additional issues or opportunities.
- 6.3. Consultant Deliverables:
 - 6.3.1. Comprehensive report
 - 6.3.2. Presentation Materials

END OF SECTION

SECTION IV – SUBMITTAL REQUIREMENTS

4.1 Instructions

4.1.1 The City uses an online strategic sourcing platform to administer the competitive solicitation process, including but not limited to soliciting proposals, issuing addenda, responding to questions/requests for information. There is no charge to register and download the RFQ from the online strategic sourcing platform. Proposers are strongly encouraged to read the various vendor Guides and Tutorials available in the online strategic sourcing platform well in advance of their intention to submit a proposal to ensure familiarity with the use of the system. The City shall not be responsible for a proposer's inability to submit a proposal by the end date and time for any reason, including issues arising from the use of the online strategic sourcing platform.

All proposals must be submitted electronically.

4.1.2 Careful attention must be given to all requested items contained in this RFQ. Consultants are invited to submit proposals in accordance with the requirements of this RFQ. Please read the entire solicitation before submitting a proposal. Proposers must provide a response to each requirement of the RFQ. Proposals should be prepared in a concise manner with an emphasis on completeness and clarity. Consultant's notes, exceptions, and comments may be rendered on an attachment, provided the same format of this RFQ text is followed.

4.1.3 All information submitted by proposer shall be typewritten or provided as otherwise instructed to in the RFQ. Proposers shall use and submit any applicable or required forms provided by the City and attach such to its response. Failure to use the forms may cause the proposal to be rejected and deemed non-responsive.

The Proposer understands that the information contained in its proposal pages is to be relied upon by the City in awarding the proposed Agreement, and such information is warranted by the proposer to be true. The Proposer agrees to furnish such additional information, prior to acceptance of any proposal, relating to the qualifications of the proposer, as may be required by the City.

4.1.4 Proposals shall be submitted by an authorized representative of the firm. Proposals must be submitted in the business entity's name by the President, Partner, Officer or Representative authorized to contractually bind the business entity. Proposals shall include an attachment evidencing that the individual submitting the proposal does in fact have the required authority stated herein.

4.1.5 All proposals are the property of the City. Subject to certain statutory exemptions, all records made or received by the City in connection with this RFQ, including the Proposer's response to this RFQ, are public records subject to public inspection and copying. Any language contained in the Proposer's response to the RFQ purporting to require confidentiality of any portion of the Proposer's response to the RFQ, except to the extent that certain information is, in the City's opinion, a trade secret or otherwise exempt from disclosure or confidential pursuant to Florida law, shall be void. In the event the Proposer submits any documents or other information to the City which the Proposer claims is a trade secret or otherwise exempt from disclosure or confidential pursuant to Florida, the Proposer must clearly indicate that it is

asserting that the document or information is exempt from disclosure or confidential. The Proposer must specifically identify the statutory authority for the exemption claimed. The City shall be the final arbiter of whether any information contained in the Proposer's response to the RF constitutes a trade secret or is otherwise exempt from disclosure or confidential. The City's determination of whether an exemption applies shall control, and the Proposer agrees to defend, indemnify, and hold harmless the city and the city's officers, employees, and agents from and against any loss or damages incurred by any person or entity as a result of the City's treatment of any information submitted by the Proposer as a trade secret or otherwise exempt from disclosure or confidential and the City's treatment of any information submitted by the Proposer as public record. Proposals purporting to be subject to copyright protection in full or in part will be rejected. EXCEPT FOR CLEARLY MARKED PORTIONS THAT ARE BONA FIDE TRADE SECRETS OR OTHERWISE CONFIDENTIAL PURSUANT TO FLORIDA LAW, DO NOT MARK YOUR RESPONSE TO THE RFQ AS PROPRIETARY OR CONFIDENTIAL. DO NOT MARK YOUR RESPONSE TO THE RFQ OR ANY PART OF YOUR RESPONSE TO THE RFP AS COPYRIGHTED.

4.1.6 IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES (2024), TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT PRRCONTRACT@FORTLAUDERDALE.GOV, 954-828-5002, CITY CLERK'S OFFICE, 1 EAST BROWARD BOULEVARD, SUITE 444, FORT LAUDERDALE, FLORIDA 33301.

Consultant shall:

1. Keep and maintain public records required by the City in order to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of 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 (2024), as may be amended or revised, 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 this Agreement if the Consultant does not transfer the records to the City.
4. Upon completion of the Agreement, transfer, at no cost, to the City all public records in possession of the Consultant or keep and maintain public records required by the City to perform the service. If the Consultant transfers all public records to the City upon completion of this Agreement, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of this Agreement, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

- 4.1.7 By submitting a response, Proposer is confirming that the firm has not been placed on the convicted vendors list as described in Section 287.133(2)(a), Florida Statutes; that the only person(s), company or parties interested in the proposal as principals are named therein; that the proposal is made without collusion with any other person(s), company or parties submitting a proposal; that it is in all respects fair and in good faith, without collusion or fraud; and that the signer of the proposal has full authority to bind the firm.

4.2 Contents of the Proposal

The City 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 RFQ. The City prefers that responses be no more than 100 pages in one complete pdf document. The proposals should be organized, divided and indexed into the sections indicated herein. These are not inclusive of all the information that may be necessary to properly evaluate the proposal and meet the requirements of the scope of work and/or specifications. Additional documents and information should be provided as deemed appropriate by the respondent in response to specific requirements of the RFQ.

Note: Do not include pricing - Compensation will be requested and considered only during the competitive negotiations process.

4.2.1 Table of Contents

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.

4.2.2 Executive Summary

Each proposer must submit an executive summary that identifies the business entity, its background, main office(s), and office location that will service this contract. Identify the officers, principals, supervisory staff and key individuals who will be directly involved with the work and their office locations. The executive summary should also summarize the key elements of the proposal.

4.2.3 Firm Qualifications and Experience

Respondents must provide documentation that demonstrates their ability to satisfy all of the minimum qualification requirements. A Standard Form 330 may be used to provide this information. Indicate the firm's number of years of experience in providing the professional services as it relates to the work contemplated. Provide details of past projects for agencies of similar size and scope, including information on your firm's ability to meet time and budget requirements. Indicate the firm's initiatives towards its own sustainable business practices that demonstrate a commitment to conservation. Indicate business structure, i.e. Corp., Partnership, LLC. Firm should be registered as a legal entity in the State of Florida; Minority or Woman owned Business (if applicable); company address, phone number, fax number, e-mail address, web site, contact person(s), etc. Relative size of the firm, including management, technical and support staff; licenses and any other pertinent information shall be submitted.

Provide verification, qualifications and experience in meeting the Broward County Business Enterprise Program (CBE) requirements.

Provide information on your firm's/team's experience in Broward County Transportation System Surtax projects.

Provide a comprehensive summary of the experience and qualifications of the individual(s) who will be selected to serve as the project manager(s) for the City.

4.2.4 Qualifications of the Project Team

List the members of the project team (**may be on a Standard Form 330 if you choose**). Provide a list of the personnel to be used on each project and their qualifications. Providing this information on an organizational chart is recommended. A brief résumé, including education, experience, licenses, and any other pertinent information shall be included for each team member, including subconsultants to be assigned to each project. Explain how each project team member will contribute to the project, in what capacity, and the level of involvement they will have. Each résumé should not exceed two (2) pages in length. Provide any other documentation that demonstrates their ability to satisfy all of the minimum qualification requirements. Submittals that do not contain such documentation may be deemed non-responsive.

4.2.5 Approach to Scope of Work

- Provide in concise narrative form, your understanding of the City's needs, goals and objectives as they relate to the scope of services and overall project, and your overall approach to accomplishing the project.
- Give an overview of your proposed vision, ideas and methodology. Describe your proposed approach to the project. As part of the project approach, the firm shall propose a scheduling methodology (timeline) for effectively managing and executing the work in the optimum time.
- Also provide information on your firm's current workload and how this project will fit into your workload. Describe the firm's current and anticipated workload. Include a summary of current projects and anticipated completion timeframes. Describe how City tasks will be prioritized within your organization, and the availability of the project team to commit towards this project.
- Describe available facilities, technological capabilities and other available resources you offer for the project.
- Provide a proposed (realistic) schedule from Notice to Proceed until the construction drawings are issued. The City expects this project to be completed expeditiously and the City reserves the right to make adjustments to this schedule as necessary.

4.2.6 References

Provide at least three references, preferably government agencies, for projects with similar scope as listed in this RFQ. Information should include:

- Client Name, address, contact person telephone and e-mail address (E-mail will be primary means of contact).
- Description of work (types of projects completed).
- Your firm's involvement in the projects

- Year(s) the projects were completed.
- Total cost of the construction estimated and actual.

Note: Do not include City of Fort Lauderdale work or staff as references to demonstrate your capabilities. The Committee is interested in work experience and references from other than the City.

4.2.7 Minority/Women (M/WBE) Participation

If your firm is a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985, provide copies of your certification(s). If your firm is not a certified M/WBE, describe your company's previous efforts, as well as planned efforts in meeting M/WBE procurement goals under Florida Statutes 287.09451.

4.2.8 Subconsultants

Consultant must clearly identify any subconsultants that may be utilized during the term of this contract.

4.2.9 Required Forms

a. Sample Insurance Certificate

Demonstrate your firm's ability to comply with insurance requirements. Provide a previous certificate or other evidence listing the Insurance Companies' names for both Professional Liability and General Liability, and the dollar amounts of the coverage.

b. Local Business Preference Certification

c. Disadvantaged Business Enterprise Preference Certification

d. Non-Collusion Statement

e. Non-Discrimination Certification Form

f. E-Verify Affirmation Statement

g. Contract Payment Method

Proposers must presently have the ability to accept these credit cards or take whatever steps necessary to implement acceptance of a card before the start of the contract term, or contract award by the City.

h. Bid/Proposal Certification

i. Affidavit of Compliance with Foreign Entity Laws

j. Anti-Human Trafficking Affidavit

k. Reference Form

- 4.3** By submitting a proposal, each firm is confirming that the firm has not been placed on the convicted vendors list as described in Section 287.133(2)(a), Florida Statutes.

- 4.4** Before awarding a contract, the City reserves the right to require that a firm submit such evidence of its qualifications as the City may deem necessary. Further, the City may consider any evidence of the financial, technical, and other qualifications and abilities of a firm or principals, including previous experiences of same with the City and performance evaluation for services, in making the award in the best interest of the City.

END OF SECTION

SECTION V - EVALUATION AND AWARD

5.1 Evaluation Procedure

- 5.1.1** Evaluation of the submittals will be conducted by an Evaluation Committee, consisting of a minimum of three members of City staff or other persons selected by the City Manager or designee. All committee members must be present at scheduled evaluation meetings. Submittals shall be evaluated based upon the information and references contained in the proposal as submitted. Evaluation procedures shall be governed by the Consultants' Competitive Negotiation Act, Section 287.055, Florida Statutes (2024), as may be amended or revised. Any firm(s) involved in a joint venture in its proposal will be evaluated individually, as each firm of the joint venture would have to stand on its own merits.
- 5.1.2** The Committee shall short list no fewer than three (3) submittals, assuming that three or more submittals have been received, that it deems best satisfy the weighted criteria set forth herein and attempt to select the best qualified firm(s) for the particular discipline. The Committee shall then hold discussions, conduct interviews, and/or require oral presentations with all short-listed firms. The Committee shall then re-rank the short-listed firms based upon the information provided in interviews and/or presentations, the materials presented, the firm's responses to the RFQ, and deliberations of the Evaluation Committee at publicly advertised evaluation meetings. The City may request, and the firm shall provide, additional information deemed necessary by the Evaluation Committee to conduct evaluations.
- 5.1.3** If the City manager or his/her designee is unable to negotiate a satisfactory contract with the first ranked firm, negotiations with that firm shall be formally terminated. Upon termination of said negotiations, negotiations shall then be undertaken with the second ranked firm, with this process being repeated until an agreement is reached which is then recommended and formally approved by the City Commission or until the short-list is exhausted in which case a new Request for Qualifications may be undertaken.

5.2 Evaluation Criteria

- 5.2.1** In accordance with Section 287.055, Florida Statutes (2024), in determining whether a firm is qualified, the agency shall consider such factors as the ability of professional personnel; whether a firm is a certified minority business enterprise; past performance; willingness to meet time and budget requirements; location; recent, current, and projected workloads of the firms; and the volume of work previously awarded to each firm by the City, with the object of effecting an equitable distribution of contracts among qualified firms, provided such distribution does not violate the principle of selection of the most highly qualified firms. The City may request, accept, and consider proposals for the compensation to be paid under the contract only during competitive negotiations under Subsection 287.055(5), Florida Statutes (2024).
- 5.2.2** The City uses a mathematical formula to determine the scoring for each individual responsive and responsible firm based on the weighted criteria stated herein. Each evaluation committee member will rank each firm by criteria, giving their first ranked firm as number 1, the second ranked firm a number 2, and so on. The City shall average the ranking for each criterion, for all evaluation committee members, and then multiply that average ranking by the weighted criteria identified herein. The lowest average final ranking score will determine the recommendation by the evaluation committee to the City Manager.

5.2.3 Weighted Criteria

<u>Criteria</u>	<u>Percentage</u>
Firms Qualification & Experience	25
Qualification of Project Team	25
Approach to Scope	30
Reference	5
Projects of similar size and scope	15
Total	100

5.3 Contract Award

5.3.1 The City reserves the right to award a contract to that Consultant who will best serve the interest of the City. The City reserves the right, based upon its deliberations and in its opinion, to accept or reject any or all submittals. The City also reserves the right to waive minor irregularities or variations of the submittal requirements and RFQ process.

5.3.2 Upon award of a Contract by the City Commission, the City Manager is authorized to execute the Contract on behalf of the City.

5.3.3 The City Manager shall appoint a contract administrator or project manager for the contract to assure compliance with the contract and applicable law. The contract administrator or project manager shall review all pay requests or deny same as required prior to approval by the City Manager.

END OF SECTION

AGREEMENT

between

City of Fort Lauderdale

and

XXXXXXXXXXXX

for

(RFQ)

RFQ Event No. xxxx

AGREEMENT

THIS IS AN AGREEMENT made and entered into this ____day of _____, 202__, by and between:

CITY OF FORT LAUDERDALE, a Florida municipality, (hereinafter referred to as "CITY")

and

_____,
a Florida corporation (hereinafter referred to as "CONSULTANT")

WHEREAS, the City Commission of the City of Fort Lauderdale, Florida at its meeting of _____, 202__, authorized by motion the execution of this Agreement between CONSULTANT and CITY authorizing the performance of _____, RFQ No. _____, incorporated herein, (the "Agreement"); and

WHEREAS, the CONSULTANT is willing and able to render professional services for such project for the compensation and on the terms hereinafter set forth;

NOW, THEREFORE, in consideration of the mutual covenants, agreements, terms, and conditions contained herein, the Parties hereto, do agree as follows:

ARTICLE 1 DEFINITIONS AND IDENTIFICATIONS

For the purposes of this Agreement and the various covenants, conditions, terms and provisions which follow, the DEFINITIONS and IDENTIFICATIONS set forth below are assumed to be true and correct and are therefore agreed upon by the Parties.

- 1.1 AGREEMENT: Means this document between the CITY and CONSULTANT dated _____, 202__, and any duly authorized and executed Amendments to Agreement.
- 1.2 BASIC SERVICES: Services performed by CONSULTANT for authorized scope of work for the Project phase described in this Agreement and listed in Exhibit "A," Scope of Services.
- 1.3 CONSULTANT'S PERIODIC ESTIMATE FOR PAYMENT: A statement by CONSULTANT based on observations at the site and on review of documentation submitted by the Contractor that by its issuance recommends that CITY pay identified amounts to the Contractor for services performed by the Contractor on the Project.

- 1.4 CHANGE ORDER: A written order executed by both Parties to the CONSULTANT approved by the CITY authorizing a revision of this Agreement between the CITY and CONSULTANT that is directly related to the original scope of work or an adjustment in the original contract price or the contract time directly related to the original scope of work, issued on or after the effective date of this Agreement.
- 1.5 CITY: The City of Fort Lauderdale, a Florida municipality.
- 1.6 CITY MANAGER: The City Manager of the City of Fort Lauderdale, Florida.
- 1.7 COMMISSION: The City Commission of the City of Fort Lauderdale, Florida, which is the governing body of the CITY government.
- 1.8 CONSTRUCTION COST: The total construction cost to CITY of all elements of the Project designed or specified by CONSULTANT.
- 1.9 CONSTRUCTION COST LIMIT: A maximum construction cost limit established by the CITY defining the maximum budget amount to which the final construction documents should be designed so as not to exceed.
- 1.10 CONSTRUCTION DOCUMENTS: Those working drawings and specifications and other writings setting forth in detail and prescribing the work to be done, the materials, workmanship and other requirements for construction of the entire Project, including any bidding information.
- 1.11 CONSULTANT: KIMLEY-HORN AND ASSOCIATES, INC., the CONSULTANT selected to perform professional services pursuant to this Agreement.
- 1.12 CONTRACT ADMINISTRATOR: The (Department) Director for the City of Fort Lauderdale, or his designee. In the administration of this Agreement, as contrasted with matters of policy, all parties may rely upon instructions or determinations made by the Contract Administrator.
- 1.13 CONTRACTOR: One or more individuals, firms, corporations, or other entities identified as such by a written agreement with CITY ("Contract for Construction") to perform the construction services required to complete the Project.
- 1.14 DEPARTMENT DIRECTOR: The (Department) Director for the City of Fort Lauderdale.
- 1.15 ERROR: A mistake in design, plans and/or specifications that incorporates into those documents an element that is incorrect and is deficient from the standard of care that a professional engineer in similar circumstances, working on a similar project and location would have exercised. Also includes mistakes in design, plans, specifications and/or shop drawings review that lead to materials and/or equipment being ordered and/or delivered where additional costs are incurred.

- 1.16 FINAL STATEMENT OF PROBABLE CONSTRUCTION COSTS: A final cost estimate prepared by CONSULTANT during the Final Design Phase of the Project, based upon the final detailed Construction Documents of the Project.
- 1.17 NOTICE TO PROCEED: A written Notice to Proceed with the Project issued by the Contract Administrator.
- 1.18 OMISSION: A scope of work missed by CONSULTANT that is necessary for the Project, including a quantity miscalculation, which was later discovered and added by Change Order and which is deficient from the standard of care that a professional engineer in similar circumstances, working on a similar project and location would have exercised. Also includes design that was wrong, but was corrected after award to the Contractor, but before the construction process was materially affected.
- 1.19 ORIGINAL CONTRACT PRICE: The original bid and/or contract price as awarded to a Contractor based upon CONSULTANT's final detailed Construction Documents of the Project.
- 1.20 PLANS AND SPECIFICATIONS: The documents setting forth the final design plans and specifications of the Project, including architectural, civil, structural, mechanical, electrical, communications and security systems, materials, lighting equipment, site and landscape design, and other essentials as may be appropriate, all as approved by CITY as provided in this Agreement.
- 1.21 PRELIMINARY PLANS: The documents prepared by CONSULTANT consisting of preliminary design drawings, renderings and other documents to fix and describe the size and character of the entire Project, and the relationship of Project components to one another and existing features.
- 1.22 PROJECT: An agreed scope of work for accomplishing a specific plan or development. This may include, but is not limited to, planning, architectural, engineering, and construction support services. The services to be provided by CONSULTANT shall be as defined in this Agreement and further detailed in Task Orders for individual projects or combinations of projects. The Project planning, design and construction may occur in separate phases and Task Orders at the CITY's discretion.
- 1.23 SPECIFICATIONS: The specifications referred to in this Agreement are the CONSTRUCTION STANDARDS AND SPECIFICATIONS, Office of the City Engineer, City of Fort Lauderdale, January 1982, including any revisions.
- 1.24 STATEMENT OF PROBABLE PROJECT COSTS: A document to be prepared by CONSULTANT that shall reflect a detailed statement of the total probable costs.

- 1.25 TASK ORDER: A document setting forth a negotiated detailed scope of services to be performed by CONSULTANT at fixed contract prices in accordance with this Agreement between the CITY and CONSULTANT.
- 1.26 TIME OF COMPLETION: Time in which the entire work shall be completed for each Task Order.

ARTICLE 2 PREAMBLE

In order to establish the background, context and frame of reference for this Agreement and to generally express the objectives and intentions of the respective parties hereto, the following statements, representations and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions of this Agreement which follow and may be relied upon by the parties as essential elements of the mutual considerations upon which this Agreement is based.

- 2.1 Pursuant to Section 287.055, Florida Statutes (2023), CITY has formed a Committee to evaluate CONSULTANT's statement of qualifications and performance data to ensure that CONSULTANT has met the requirements of the Consultants' Competitive Negotiation Act, as set forth in Section 287.055, Florida Statutes (2023), and has selected CONSULTANT to perform services hereunder.

ARTICLE 3 SCOPE OF SERVICES

- 3.1 The CONSULTANT shall perform the following professional services: Professional Engineering Services as more specifically described in Exhibit "A," Scope of Services, attached hereto and incorporated herein, and shall include, but not be limited to, services as applicable and authorized by individual Task Orders for the individual projects in accordance with Article 6 herein. CONSULTANT shall provide all services set forth in Exhibit "A" including all necessary, incidental and related activities and services required by the Scope of Services and contemplated in CONSULTANT's level of effort. CONSULTANT will perform the Services in accordance with standard industry practices, with the care, knowledge and skill expected of similar engineering firms. No other warranties, express or implied are made or intended.
- 3.2 CITY and CONSULTANT acknowledge that the Scope of Services does not delineate every detail and minor work tasks required to be performed by CONSULTANT to complete the Project. If, during the course of the performance of the services included in this Agreement, CONSULTANT determines that work should be performed to complete the Project which is in CONSULTANT's opinion, outside the level of effort originally anticipated, whether or not the Scope of Services identifies the work items, CONSULTANT shall notify Contract Administrator and obtain written approval by the CITY in a timely manner before proceeding with the

work. Notice to Contract Administrator does not constitute authorization or approval by CITY to perform the work. The CITY shall not pay for any work that is not approved by the Contract Administrator in writing. If CONSULTANT proceeds with said work without notifying the Contract Administrator, said work shall be deemed to be within the original level of effort, whether specifically addressed in the Scope of Services. Notice to Contract Administrator does not constitute authorization or approval by CITY to perform the work. Performance of work by CONSULTANT outside the originally anticipated level of effort without prior written CITY approval is at CONSULTANT's sole risk.

ARTICLE 4 GENERAL PROVISIONS

- 4.1 Negotiations pertaining to the rates for professional services to be performed by CONSULTANT have been undertaken between CONSULTANT and CITY representatives pursuant to Section 287.055, Florida Statutes (2023), and this Agreement incorporates the results of such negotiation.
- 4.2 CONSULTANT shall include CITY's specific Task Order number as part of the heading on all correspondence, invoices and drawings. All correspondence shall be directed specifically to the Contract Administrator.

ARTICLE 5 PRIORITY OF PROVISIONS

- 5.1 The Contract Documents are intended to include all items necessary for the proper execution and completion of the work by CONSULTANT. Any labor, services, materials, supplies, equipment or documentation that may reasonably be inferred from the Contract Documents or trade usage from prevailing custom as being required to produce the indicated result will be provided whether or not specifically called for, at no additional cost to CITY. The Contract Documents are complementary, and wherever possible the provisions of the Contract Documents shall be construed in such manner as to avoid conflicts between provisions of the various Contract Documents. In the event of any inconsistency in the Contract Documents, where such inconsistency is not clarified by change order, addendum or amendment, the Contract Documents shall be construed according to the following priorities:

First priority: Approved Change Orders, Addenda or Amendments to all related documents.

Second priority: Specifications (quality) and Drawings (location and quantity) of CONSULTANT.

Third priority: This AGREEMENT.

Fourth priority: City of Fort Lauderdale Request for Qualifications No. RFQ _____.

Fifth priority: CONSULTANT's response to City of Fort Lauderdale Request for Qualifications No. RFQ ____.

- 5.2 Anything shown on the drawings and not mentioned in the specifications and now shown on the drawings, shall have the same effect as if shown or mentioned respectively in both. In the event of a conflict among the Contract Documents, the latest, most stringent, and more technical requirement(s), including, but not limited to, issues of quantities or cost of the Work shall control.

Reference to standard specifications, manuals, rules, regulations, ordinances, laws or codes of any governmental authority, whether such reference be specific or by implication, shall mean the latest standard specification, manual, rule, regulation, ordinance, law or code in effect at the time of permit submittal.

ARTICLE 6 TASK ORDERS

- 6.1 The Project will be divided into "Tasks."
- 6.2 Task Orders shall be jointly prepared by the CITY and CONSULTANT defining the detailed scope of services to be provided for the particular Project. Each Task Order shall be separately numbered and approved in accordance with this Agreement and all applicable CITY code requirements.

ARTICLE 7 TERM OF AGREEMENT; TIME FOR PERFORMANCE

- 7.1 CONSULTANT shall perform the basic services described in Exhibit "A". The Project Activities and Time Schedule shall be automatically incorporated into this Agreement. Said time periods shall commence from the date of the Notice to Proceed for such services.
- 7.2 Prior to beginning the performance of any services under this Agreement, CONSULTANT must receive a Notice to Proceed. CONSULTANT must receive written approval from the Contract Administrator prior to beginning the performance of services in any subsequent phases of the Agreement. Prior to granting approval for CONSULTANT to proceed to a subsequent phase, the Contract Administrator may, at his or her sole option, require CONSULTANT to submit itemized deliverables for the Contract Administrator's review.
- 7.3 In the event CONSULTANT is unable to complete the above services because of delays resulting from untimely review by CITY or other governmental authorities having jurisdiction over the Project, and such delays are not the fault of CONSULTANT, or because of delays which were caused by factors outside the control of CONSULTANT, CITY shall grant a reasonable extension of time for

completion of the services and shall provide reasonable compensation, if appropriate. It shall be the responsibility of the CONSULTANT to notify CITY promptly in writing whenever a delay in approval by a governmental agency is anticipated or experienced, and to inform CITY of all facts and details related to the delay.

- 7.4 In the event Contractor fails to substantially complete the Project on or before the substantial completion date specified in the project schedule with CITY or if Contractor is granted an extension of time beyond said substantial completion date, and CONSULTANT's services are extended beyond the substantial completion date, through no fault of CONSULTANT, CONSULTANT shall be compensated in accordance with Article 7 for all services rendered by CONSULTANT beyond the substantial completion date.
- 7.5 The time for the performance of services described in the Task Orders Scope of Services and supplemental Task Orders shall be negotiated by the CITY and CONSULTANT as the services are requested and authorized by the CITY.
- 7.6 The term of this Agreement shall be limited to the time duration required to complete the basic services of the aforementioned project and any additional project related Task Orders for additional services.

ARTICLE 8 COMPENSATION AND METHOD OF PAYMENT

8.1 AMOUNT AND METHOD OF COMPENSATION

8.1.1 Not-To-Exceed Amount Compensation

CITY agrees to pay CONSULTANT as compensation for performance of all services as related to each Task Order under the terms of this Agreement a Not to Exceed Amount as agreed upon per Task Order. This compensation does not include Reimbursables as described in Section 8.2. It is agreed that the method of compensation is that of "Not to Exceed Amount" which means that CONSULTANT shall perform all services set forth in each Task Order for total compensation in the amount of or less than that stated total. The hourly rate-billing schedule to be used in negotiating each Task Order is attached as Exhibit "B" to this Agreement. As described in Section 9.1, no modification, amendment, or alteration to Exhibit "B" shall be effective unless contained in a written document prepared with the same formality as this Agreement and executed by the CITY and CONSULTANT.

A not to exceed proposal shall be accompanied by the CONSULTANT's estimate. The estimate shall detail the direct labor costs by categories of employees, work hours, and hourly rate; overhead; direct non-salary

expenses including reimbursables; and profit, or as required by individual Task Order.

8.2 REIMBURSABLES

8.2.1 Direct non-salary expenses, entitled Reimbursables, directly attributable to the Project will be charged at actual cost. Reimbursable expenses are in addition to the compensation for basic services and include actual expenditures made by the CONSULTANT and the CONSULTANT's employees directly attributable to the Project and will be charged at actual cost, without reference to the professional service fees above. CITY shall not withhold retainage from payments for Reimbursable Expenses. CONSULTANT shall be compensated for Reimbursables associated with a particular Task Order only up to the amount allocated for such Task Order. Any reimbursable or portion thereof which, when added to the Reimbursables related to a particular Task Order previously billed, exceeds the amount allocated for such Task Order shall be the responsibility of the CONSULTANT unless otherwise agreed to in writing by the Contract Administrator. Travel and subsistence expenses for the CONSULTANT, his staff and subconsultants and communication expenses, long distance telephone, courier and express mail between CONSULTANT's and subconsultants' various offices are not reimbursable under this Agreement. Reimbursables shall include only the following listed expenses:

A. Cost of reproduction, postage and handling of drawings and specifications which are required to deliver services set forth in this Agreement, excluding reproductions for the office use of the CONSULTANT. Reimbursable printing and photocopying expenses shall include only those prints or photocopies of original documents which are (i) exchanged among CONSULTANT, CITY and other third parties retained or employed by any of them or (ii) submitted to CITY for review, approval or further distribution. Documents, which are reproduced for CONSULTANT's internal drafts, reviews, or other purposes, are not eligible for reimbursement.

B. Identifiable testing costs and special inspections approved by Contract Administrator.

C. All permit fees paid to regulatory agencies for approvals directly attributable to the Project. These permit fees do not include those permits required for the construction Contractor.

D. Overnight Delivery/Courier Charges (when CITY requires/requests this service).

8.2.2 Reimbursable subconsultant expenses are limited to the items described above when the subconsultant agreement provides for reimbursable expenses. A detailed statement of expenses must accompany any request

for reimbursement. Local travel to and from the Project site or within the Tri-County Area will not be reimbursed.

- 8.2.3 It is acknowledged and agreed to by CONSULTANT that the dollar limitation set forth in each Task Order is a limitation upon, and describes the maximum extent of CITY's obligation to reimburse CONSULTANT for direct, non-salary expenses, but does not constitute a limitation, of any sort, upon CONSULTANT's obligation to incur such expenses in the performance of services hereunder. If CITY or Contract Administrator requests CONSULTANT to incur expenses not contemplated in the amount for Reimbursables, CONSULTANT shall notify Contract Administrator in writing before incurring such expenses. Any such expenses shall be reviewed and approved by CITY prior to incurring such expenses.

8.3 METHOD OF BILLING

8.3.1 Not-To-Exceed Amount Compensation

CONSULTANT shall submit billings, which are identified by the specific project number in a timely manner for all salary costs attributable to the Project. These billings shall identify the nature of the work performed for each phase, subtask, deliverable and item identified in the Exhibit "A" Scope of Services or Task Order, the total hours of work performed and the employee category of the individuals performing same. The statement shall show a summary of salary costs with accrual of the total and credits for portions paid previously. Subconsultant fees must be documented by copies of invoices or receipts, which describe the nature of the expenses and contain a project number or other identifier, which clearly indicates the expense, as identifiable to the Project. Except for meals and travel expenses, it shall be deemed unacceptable for CONSULTANT to modify the invoice or receipt by adding a project number or other identifier. Internal expenses must be documented by appropriate CONSULTANT's cost accounting forms with a summary of charges by category. When requested, CONSULTANT shall provide backup for past and current invoices that records hours and salary costs by employee category and subconsultant fees on a task basis, so that total hours and costs by task may be determined.

8.4 METHOD OF PAYMENT

- 8.4.1 CITY shall pay CONSULTANT in accordance with the Florida Prompt Payment Act. To be deemed proper, all invoices must comply with the requirements set forth in this Agreement and must be submitted on the form and pursuant to instructions prescribed by Contract Administrator.
- 8.4.2 CITY will review CONSULTANT's invoices and, if inaccuracies or errors are discovered in said invoice, CITY will inform CONSULTANT within ten (10)

working days by fax and/or by email of such inaccuracies or errors and request that revised copies of all such documents be re-submitted by CONSULTANT to CITY.

8.4.3 Payments are scheduled to be made by CITY to CONSULTANT using a credit card/CITY Procurement Card (P-Card). Payment will be made to CONSULTANT at:

(CONSULTANT's ADDRESS – include name of President etc., title, company name, address, telephone, e-mail)

ARTICLE 9 AMENDMENTS AND CHANGES IN SCOPE OF SERVICES

- 9.1 No modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written Amendment prepared with the same formality as this Agreement and executed by the CITY and CONSULTANT.
- 9.2 CITY or CONSULTANT may request changes that would increase, decrease, or otherwise modify the Scope of Services to be provided under a Task Order. Such changes must be contained in a written amendment, executed by the Parties hereto, with the same formality and of equal dignity herewith, prior to any deviation from the terms of the Task Order including the initiation of any additional services. CITY shall compensate CONSULTANT for such additional services as provided in Article 7.
- 9.3 In the event a dispute between the Contract Administrator and CONSULTANT arises over whether requested services constitute additional services and such dispute cannot be resolved by the Contract Administrator and CONSULTANT, such dispute shall be promptly presented to the City Manager for resolution. The City Manager's decision shall be final and binding on the Parties for amounts in the aggregate under \$100,000. In the event of a dispute in an amount over \$100,000, the Parties agree to use their best efforts to settle such dispute. To this effect, they shall consult and negotiate with each other, in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both Parties. If they do not reach such solution within a period of sixty (60) days, then upon notice to the other, either Party may commence litigation to resolve the dispute in Broward County, Florida. Any resolution shall be set forth in a written document in accordance with Section 9.2 above. During the pendency of any dispute, CONSULTANT shall promptly perform the disputed services.

ARTICLE 10 CONSULTANT'S RESPONSIBILITIES

- 10.1 The CONSULTANT, following the CITY's approval of the Construction Documents

and of the Final Statement of Probable Construction Costs, shall, when so directed and authorized by the CITY, assist the CITY in estimating construction costs, reviewing proposals, and assist in awarding contracts for construction. If requested, CONSULTANT shall review and analyze the proposals received by the CITY and shall make a recommendation for any award based on the City of Fort Lauderdale Procurement Ordinance.

- 10.2 Estimates, opinions of probable construction or implementation costs, financial evaluations, feasibility studies or economic analyses prepared by CONSULTANT will represent its best judgment based on its experience and available information. The CITY recognizes that CONSULTANT has no control over costs of labor, materials, equipment or services furnished by others or over market conditions or CONSULTANT's methods of determining prices, and that any evaluation of a facility to be constructed or work to be performed is speculative. Accordingly, CONSULTANT does not guarantee that proposals, bids or actual costs will not vary from opinions, evaluations or studies submitted by CONSULTANT.
- 10.3 Should the lowest responsible, responsive proposal exceed the Final Statement of Probable Construction Costs by ten percent (10%) or more, CONSULTANT shall, at the CITY's direction, redesign each Project and/or work with the CITY to reduce the costs to within the Final Statement of Probable Construction Costs at no additional expense to the CITY. In such a circumstance, the CITY may at its sole discretion, exercise any one or more of the following options:
- CONSULTANT shall be required to amend at the sole cost and expense of CONSULTANT, the Construction Drawings, Technical Specifications and Supplemental Conditions to enable the project to conform to a maximum of ten percent (10%) above the Estimated Construction Costs of the Project, such amendments to be subject to the written final acceptance and approval of same by the CITY;
 - CONSULTANT shall be required to provide at the cost and expense of CONSULTANT re-bidding services and related items (including costs associated with regulatory review and approval of revised documents) as many times as requested by the CITY until the base bid of at least one "best value" bid falls within the factor of ten percent (10%) of the Estimated Construction Cost of the Project;
 - The CITY may approve an increase in the Estimated Construction Cost of the Project;
 - The CITY may reject all bids or proposals and may authorize re-bidding;
 - The CITY may if permitted, approve a renegotiation of the Project within a reasonable time;
 - The CITY may abandon the project and terminate CONSULTANT's work authorization and Services for the Project; or

- The CITY may select as many deductive alternatives as may be necessary to bring the award within ten percent (10%) of the Estimated Construction Costs of the Project.

It is expressly understood and agreed that the redesigning services required to keep the Project within ten percent (10%) of the Estimated Construction Cost shall not be considered additional services and CONSULTANT agrees that it shall not seek compensation from the CITY for such Services.

- 10.4 The CONSULTANT may be requested to provide the CITY with a list of recommended, prospective proposers.
- 10.5 The CONSULTANT may be asked to attend all pre-bid/proposal conferences.
- 10.6 The CONSULTANT shall recommend any addenda, through the Contract Administrator, as appropriate to clarify, correct, or change proposal/bid documents.
- 10.7 If pre-qualification of proposers is required as set forth in the request for proposal, CONSULTANT shall assist the CITY, if requested, in developing qualification criteria, review qualifications and recommend acceptance or rejection of the proposers. If requested, CONSULTANT shall evaluate proposals and proposers, and make recommendations regarding any award by the CITY.
- 10.8 The CITY shall make decisions on claims regarding interpretation of the Construction Documents, and on other matters relating to the execution and progress of the work after receiving a recommendation from CONSULTANT. CONSULTANT may also assist in approving progress payments to the Contractor based on each Project Schedule of Values and the percentage of work completed.
- 10.9 The CITY shall maintain a record of all Change Orders which shall be categorized according to the various types, causes, etc. that it may be determined are useful or necessary for its purpose. Among those shall be Change Orders identified as architectural/engineering Errors or Omissions.
 - 10.9.1 Unless otherwise agreed by both Parties in writing, it is specifically agreed that any change to the work identified as an Error on the part of CONSULTANT shall be considered for purposes of this Agreement to be an additional cost to the CITY which would not be incurred without the Error. Errors on the part of the CONSULTANT shall be rectified by the CONSULTANT with no additional cost to the CITY.
 - 10.9.2 Unless otherwise agreed by both Parties in writing, it is further specifically agreed for purposes of this Agreement that fifteen percent (15%) of the cost of Change Orders for any item categorized as an Omission shall be considered an additional cost to the CITY which would not be incurred without the Omission. So long as the total of those two numbers (Change Order costs of Errors plus fifteen percent (15%) of Omissions) remains less

than two percent (2%) of the total Construction Cost of the Project, the CITY shall not look to CONSULTANT for reimbursement for Errors and Omissions.

10.9.3 Should the sum of the two as defined above (cost of Errors plus fifteen percent (15%) of the cost of Omissions) exceed two percent (2%) of the Construction Cost, the CITY shall recover the full and total additional cost to the CITY as a result of CONSULTANT's Errors and Omissions from CONSULTANT, that being defined as the cost of Errors plus fifteen percent (15%) of the cost of Omissions above two percent (2%) of the Construction Cost.

10.9.4 To obtain such recovery, the CITY shall deduct from CONSULTANT's fee a sufficient amount to recover all such additional cost to the CITY.

10.9.5 In executing this Agreement, CONSULTANT acknowledges acceptance of these calculations and to the CITY's right to recover same as stated above. The recovery of additional costs to the CITY under this paragraph shall not limit or preclude recovery for other separate and/or additional damages which the CITY may otherwise incur.

10.9.6 The Contract Administrator's decision as to whether a Change Order is caused by an Error or caused by an Omission, taking into consideration industry standards, shall be final and binding on both Parties for amounts in the aggregate under \$100,000 per project, subject to Section 9.3. In the event of a dispute in an amount over \$100,000, the Parties agree to use their best efforts to settle such dispute. To this effect, they shall consult and negotiate with each other, in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both Parties. If they do not reach such solution within a period of sixty (60) days, then upon notice to the other, either Party may commence litigation to resolve the dispute in Broward County, Florida.

ARTICLE 11 CITY'S RESPONSIBILITIES

11.1 CITY shall assist CONSULTANT by placing at CONSULTANT's disposal, all information CITY has available pertinent to the Project including previous reports and any other data relative to design or construction of the Project.

11.2 CITY shall arrange for access to, and make all provisions for, CONSULTANT to enter upon public and private property as required for CONSULTANT to perform its services.

11.3 CITY shall review the itemized deliverables/documents identified per Task Order.

11.4 CITY shall give prompt written notice to CONSULTANT whenever CITY observes

or otherwise becomes aware of any development that affects the scope or timing of CONSULTANT's services or any defect in the work of the CONSULTANT.

ARTICLE 12 MISCELLANEOUS

12.1 OWNERSHIP OF DOCUMENTS

All documents including, but not limited to, drawings, renderings, models, and specifications prepared or furnished by CONSULTANT, its dependent professional associates and consultants, pursuant to this Agreement shall be owned by the CITY.

Drawings, specifications, designs, models, photographs, reports, surveys and other data prepared in connection with this Agreement are and shall remain the property of the CITY whether the Project for which they are made is executed or not and are subject to reuse by the CITY in accordance with Section 287.055(10), Florida Statutes (2023). They are not intended or represented to be suitable for reuse by the CITY or others on extensions of this Project or on any other project without appropriate verification or adaptation. Any reuse, except for the specific purpose intended hereunder, will be at the CITY's sole risk and without liability or legal exposure to CONSULTANT or its subconsultants. This does not, however, relieve CONSULTANT of liability or legal exposure for errors, omissions, or negligent acts made on the part of CONSULTANT in connection with the proper use of documents prepared under this Agreement. Any such verification or adaptation may entitle CONSULTANT to further compensation at rates to be agreed upon by the CITY and CONSULTANT. This shall not limit the CITY's reuse of preliminary or developmental plans or ideas incorporated therein, should the Project be suspended or terminated prior to completion.

12.2 TERMINATION

12.2.1 Termination for Cause. It is expressly understood and agreed that the CITY may terminate this Agreement at any time for cause in the event that the CONSULTANT (1) violates any provisions of this Agreement or performs same in bad faith or (2) unreasonably delays the performance of the services or does not perform the services in a timely and satisfactory manner upon written notice to the CONSULTANT. Notice of termination shall be provided in accordance with Section 12.27. In the case of termination by the CITY for cause, the CONSULTANT shall be first granted a 10-working day cure period after receipt of written notice from the CITY. In the event that the Agreement is terminated, the CONSULTANT shall be entitled to be compensated for the services rendered and accepted by the CITY from the date of execution of the Agreement up to the time of termination. Such compensation shall be based on the fee as set forth above, wherever possible. For those portions of services rendered to which the applicable fee cannot be applied, payment shall be based upon the appropriate rates for

the actual time spent on the Project. In the event that the CONSULTANT abandons this Agreement or through violation of any of the terms and conditions of this Agreement, causes it to be terminated, CONSULTANT shall indemnify the CITY against any and all loss pertaining to this termination.

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by CONSULTANT shall become the property of CITY and shall be delivered by CONSULTANT to the CITY within five (5) days of CITY's request. Upon payment of such sum by CITY to CONSULTANT, CITY shall have no further duties or obligations pursuant to or arising from this Agreement.

This Agreement may also be terminated by CITY upon such notice as CITY deems appropriate in the event CITY or Contract Administrator determines that termination is necessary to protect the public health, safety, or welfare.

Notice of termination shall be provided in accordance with Section 12.27, NOTICES, except that Contract Administrator may provide a prior verbal stop work order if the Contract Administrator deems a stop work order of this Agreement in whole or in part is necessary to protect the public's health, safety, or welfare. A verbal stop work order shall be promptly confirmed in writing as set forth in Section 12.27, NOTICES.

12.2.2 Termination for Convenience. In the event this Agreement is terminated for convenience, CONSULTANT shall be paid for any services performed and accepted by the CITY to the date the Agreement is terminated. Compensation shall be withheld until all documents specified in Section 11.3 of this Agreement are provided to the CITY. Upon being notified of CITY's election to terminate, CONSULTANT shall refrain from performing further services or incurring additional expenses under the terms of this Agreement. Under no circumstances shall CITY make payment for services which have not been performed.

12.2.3 Termination by CONSULTANT. CONSULTANT shall have the right to terminate this Agreement upon substantial breach by the CITY of its obligation under this Agreement as to unreasonable delay in payment or non-payment of undisputed amounts. CONSULTANT shall have no right to terminate this Agreement for convenience of the CONSULTANT.

12.3 AUDIT RIGHT AND RETENTION OF RECORDS

CITY shall have the right to audit the books, records, and accounts of CONSULTANT that are related to this Project. CONSULTANT shall keep such books, records, and accounts as may be necessary in order to record complete and correct entries related to the Project.

CONSULTANT shall preserve and make available, at reasonable times and upon prior written notice for examination and audit by CITY all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for the required retention period of the Florida Public Records Act (Chapter 119, Florida Statutes), if applicable, or, if the Florida Public Records Act is not applicable, for a minimum of three (3) years after termination of this Agreement. If any audit has been initiated and audit findings have not been resolved at the end of the retention period or three (3) years, whichever is longer, the books, records, and accounts shall be retained until resolution of the audit findings. If the Florida Public Records Act is determined by CITY to be applicable to CONSULTANT's records, CONSULTANT shall comply with all requirements thereof; however, no confidentiality or non-disclosure requirement of either federal or state law shall be violated by CONSULTANT. Any incomplete or incorrect entry in such books, records, and accounts shall be a basis for CITY's disallowance and recovery of any payment upon such entry.

12.4 NON-DISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND AMERICANS WITH DISABILITIES ACT

CONSULTANT shall not unlawfully discriminate against any person in its operations and activities in its use or expenditure of the funds or any portion of the funds provided by this Agreement and shall affirmatively comply with all applicable provisions of the Americans with Disabilities Act (ADA) in the course of providing any services funded in whole or in part by CITY, including Titles I and II of the ADA (regarding nondiscrimination or the basis of disability), and all applicable regulations, guidelines, and standards.

CONSULTANT's decisions regarding the delivery of services under this Agreement shall be made without regard to or consideration of race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation, or any other factor which cannot be lawfully or appropriately used as a basis for service delivery.

CONSULTANT shall comply with Title I of the Americans with Disabilities Act regarding nondiscrimination on the basis of disability in employment and further shall not discriminate against any employee or applicant for employment because of race, age, religion, color, gender, sexual orientation, national origin, marital status, political affiliation, or physical or mental disability. In addition, CONSULTANT shall take affirmative steps to ensure nondiscrimination in employment against disabled persons. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay, other forms of compensation, terms and conditions of employment, training (including apprenticeship), and accessibility.

CONSULTANT shall take affirmative action to ensure that applicants are employed, and employees are treated without regard to race, age, religion, color,

gender, sexual orientation, national origin, marital status, political affiliation, or physical or mental disability during employment. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay, other forms of compensation, terms and conditions of employment, training (including apprenticeship), and accessibility.

12.5 MINORITY PARTICIPATION

Historically, the CITY has been able to achieve participation levels of approximately twelve percent (12%) by MBE/WBE firms in CITY projects, and in the purchase of goods and services. The CONSULTANT shall make a good faith effort to help the CITY maintain and encourage MBE/WBE participation levels consistent with such historical levels and market conditions. The CONSULTANT will be required to document all such efforts and supply the CITY with this documentation at the end of the Project, or in cases where projects are longer than one year, each CITY fiscal year.

12.6 PUBLIC ENTITY CRIMES ACT

In accordance with the Public Crimes Act, Section 287.133, Florida Statutes (2023), as may be amended or revised, a person or affiliate who is a contractor, consultant or other provider, who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to the CITY, may not submit a bid on a contract with the CITY for the construction or repair of a public building or public work, may not submit bids on leases of real property to the CITY, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with the City, and may not transact any business with the CITY in excess of the threshold amount provided in Section 287.017, Florida Statutes (2023), as may be amended or revised, for category two purchases for a period of thirty-six (36) months from the date of being placed on the convicted vendor list. Violation of this section by CONSULTANT shall result in cancellation of the City purchase and may result in CONSULTANT debarment.

12.7 SUBCONSULTANTS

12.7.1 CONSULTANT may subcontract certain items of work to subconsultant. The Parties expressly agree that the CONSULTANT shall submit pertinent information regarding the proposed subconsultant, including subconsultant's scope of work and fees, for review and approval by the CITY prior to subconsultants proceeding with any work.

12.7.2 CONSULTANT shall utilize the subconsultants identified in the proposal that were a material part of the selection of CONSULTANT to provide the services for this Project. CONSULTANT shall obtain written approval of the Contract

Administrator prior to changing or modifying the list of subconsultants submitted by CONSULTANT.

The list of subconsultants submitted is as follows:

12.8 ASSIGNMENT AND PERFORMANCE

Neither this Agreement nor any interest herein shall be assigned, transferred, or encumbered without the written consent of the other Party, and CONSULTANT shall not subcontract any portion of the work required by this Agreement except as authorized pursuant to Section 12.7.

CONSULTANT represents that all persons delivering the services required by this Agreement have the knowledge and skills, either by training, experience, education, or a combination thereof, to adequately and competently perform the duties, obligations, and services set forth in the Scope of Services and to provide and perform such services to CITY's satisfaction for the agreed compensation.

CONSULTANT shall perform its duties, obligations, and services under this Agreement in a skillful and respectable manner. The quality of CONSULTANT's performance and all interim and final product(s) provided to or on behalf of CITY shall meet all professional standards of the State of Florida.

12.9 INDEMNIFICATION OF CITY

12.9.1 CONSULTANT shall indemnify and hold harmless CITY, 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 intentional misconduct of CONSULTANT and persons employed or utilized by CONSULTANT in the performance of this Agreement. These indemnifications shall survive the term of this Agreement. In the event that any action or proceeding is brought against CITY by reason of any such claim or demand, CONSULTANT shall, upon written notice from CITY, resist such action or proceeding by counsel approved by the CITY.

12.9.2 To the extent considered necessary by Contract Administrator and CITY, any sums due the CONSULTANT under this Agreement may be retained by CITY until all of the CITY's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved, and any amount withheld shall not be subject to payment of interest by CITY.

12.10 LIMITATION OF CITY'S LIABILITY

The CITY desires to enter into this Agreement only if in so doing the CITY can place a limit on the CITY's liability for any cause of action arising out of this Agreement, so that the CITY's liability for any breach never exceeds the sum of

\$1,000.00. For other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the CONSULTANT expresses its willingness to enter into this Agreement with the knowledge that the CONSULTANT's recovery from the CITY to any action or claim arising from the Agreement is limited to a maximum amount of \$1,000.00 less the amount of all funds actually paid by the CITY to the CONSULTANT pursuant to this Agreement. Accordingly, and notwithstanding any other term or condition of this Agreement that may suggest otherwise, the CONSULTANT agrees that the CITY shall not be liable to the CONSULTANT for damages in an amount in excess of \$1,000.00, which amount shall be reduced by the amount actually paid by the CITY to the CONSULTANT pursuant to this Agreement, for any action or claim arising out of this Agreement. Nothing contained in this paragraph or elsewhere in this Agreement is in any manner intended either to be a waiver of the limitation placed upon the CITY's liability as set forth in Section 768.28, Florida Statutes (2023), or to extend the CITY's liability beyond the limits established in said Section 768.28 (2023); and no claim or award against the CITY shall include attorney's fees, investigative costs, extended damages, expert fees, suit costs or pre-judgment interest. Notwithstanding the foregoing, the Parties agree and understand that the provisions of this Article 12.10 do not apply to monies owed, if any, for services rendered to CONSULTANT by the CITY under the provisions of this Agreement.

12.11 INSURANCE

As a condition precedent to the effectiveness of this Agreement, during the term of this Agreement and during any renewal or extension term of this Agreement, CONSULTANT shall, at its sole expense, provide insurance of such types and with such terms and limits as noted below. Providing proof of and maintaining adequate insurance coverage are material obligations of CONSULTANT. CONSULTANT shall provide the City a certificate of insurance evidencing such coverage. CONSULTANT's insurance coverage shall be primary insurance for all applicable policies, in respect to the City's interests for this Agreement. The limits of coverage under each policy maintained by CONSULTANT shall not be interpreted as limiting CONSULTANT's liability and obligations under this Agreement. All insurance policies shall be through insurers authorized or eligible to write policies in the State of Florida and possess an A.M. Best rating of A-, VII or better, subject to approval by the City's Risk Manager.

The coverages, limits, and/or endorsements required herein protect the interests of the City, and these coverages, limits, and/or endorsements shall in no way be relied upon by CONSULTANT for assessing the extent or determining appropriate types and limits of coverage to protect CONSULTANT against any loss exposures, whether as a result of this Agreement or otherwise. The requirements contained herein, as well as the City's review or acknowledgement, are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by CONSULTANT under this Agreement.

The following insurance policies and coverages are required:

Commercial General Liability

Coverage must be afforded under a Commercial General Liability policy with limits not less than:

- \$1,000,000 each occurrence and \$2,000,000 aggregate for Bodily Injury, Property Damage, and Personal and Advertising Injury
- \$1,000,000 each occurrence and \$2,000,000 aggregate for Products and Completed Operations

Policy must include coverage for contractual liability and independent contractors.

The City, a Florida municipality, its officials, employees, and volunteers are to be included as an additional insured with a CG 20 26 04 13 Additional Insured – Designated Person or Organization Endorsement or similar endorsement providing equal or broader Additional Insured Coverage with respect to liability arising out of activities performed by or on behalf of CONSULTANT. The coverage shall contain no special limitation on the scope of protection afforded to the City, its officials, employees, and volunteers.

Professional Liability

Coverage must be afforded for Wrongful Acts in an amount not less than \$1,000,000 each claim and \$2,000,000 aggregate.

CONSULTANT must keep the professional liability insurance in force until the third anniversary of expiration or early termination of this Agreement or the third anniversary of acceptance of work by the City, whichever is longer, which obligation shall survive expiration or early termination of this Agreement.

Business Automobile Liability

Proof of coverage must be provided for all Owned, Hired, Scheduled, and Non-Owned vehicles for Bodily Injury and Property Damage in an amount not less than the State of Florida required minimums unless a different amount is required by City Ordinance(s).

If CONSULTANT does not own vehicles, CONSULTANT shall maintain coverage for Hired and Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Workers' Compensation and Employer's Liability

Coverage must be afforded per Chapter 440, Florida Statutes. Any person or entity performing work for or on behalf of the City must provide Workers' Compensation insurance. Exceptions and exemptions will be allowed by the City's Risk Manager, if they are in accordance with Florida Statute.

CONSULTANT waives, and CONSULTANT shall ensure that CONSULTANT's insurance carrier waives, all subrogation rights against the City, its officials, employees, and volunteers for all losses or damages. The City requires the policy to be endorsed with WC 00 03 13 Waiver of our Right to Recover from Others or equivalent.

CONSULTANT must be in compliance with all applicable State and federal workers' compensation laws.

Insurance Certificate Requirements

- a) CONSULTANT shall provide the City with valid Certificates of Insurance (binders are unacceptable) no later than ten (10) days prior to the start of work contemplated in this Agreement.
- b) CONSULTANT shall provide to the City a Certificate of Insurance having a thirty (30) day notice of cancellation; ten (10) days' notice if cancellation is for nonpayment of premium.
- c) In the event that the insurer is unable to accommodate the cancellation notice requirement, it shall be the responsibility of CONSULTANT to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested, and addressed to the certificate holder.
- d) In the event the Agreement term or any surviving obligation of CONSULTANT following expiration or early termination of the Agreement goes beyond the expiration date of the insurance policy, CONSULTANT shall provide the City with an updated Certificate of Insurance no later than ten (10) days prior to the expiration of the insurance currently in effect. The City reserves the right to suspend the Agreement until this requirement is met.
- e) The Certificate of Insurance shall indicate whether coverage is provided under a claims-made or occurrence form. If any coverage is provided on a claims-made form, the Certificate of Insurance must show a retroactive date, which shall be the effective date of the initial contract or prior.
- f) The City shall be included as an Additional Insured on all liability policies, with the exception of Workers' Compensation and Professional Liability.
- g) The City shall be granted a Waiver of Subrogation on CONSULTANT's Workers' Compensation insurance policy.
- h) The title of the Agreement, Bid/Contract number, or other identifying reference must be listed on the Certificate of Insurance.

The Certificate Holder should read as follows:

City of Fort Lauderdale
401 SE 21st Street
Fort Lauderdale, FL 33316

CONSULTANT has the sole responsibility for all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the application of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for including the City as an Additional Insured shall be at CONSULTANT's expense.

If CONSULTANT's primary insurance policy/policies do not meet the minimum requirements as set forth in this Agreement, CONSULTANT may provide evidence of an Umbrella/Excess insurance policy to comply with this requirement.

CONSULTANT's insurance coverage shall be primary insurance in respect to the City's interests for this Agreement, its officials, employees, and volunteers. Any insurance or self-insurance maintained by the City shall be non-contributory.

Any exclusion or provision in any insurance policy maintained by CONSULTANT that excludes coverage required in this Agreement shall be deemed unacceptable and shall be considered breach of contract.

All required insurance policies must be maintained until the Agreement work has been accepted by the City, or until this Agreement is terminated, whichever is later. Any lapse in coverage may be considered breach of contract. In addition, CONSULTANT must provide to the City confirmation of coverage renewal via an updated certificate of insurance should any policies expire prior to the expiration of this Agreement. The City reserves the right to review, at any time, coverage forms and limits of CONSULTANT's insurance policies.

CONSULTANT shall provide notice of any and all claims, accidents, and any other occurrences associated with this Agreement to CONSULTANT's insurance company or companies and the City's Risk Management office as soon as practical.

It is CONSULTANT's responsibility to ensure that any and all of CONSULTANT's independent contractors and subcontractors comply with these insurance requirements. All coverages for independent contractors and subcontractors shall be subject to all of the applicable requirements stated herein. Any and all deficiencies are the responsibility of CONSULTANT. The City reserves the right to adjust insurance limits from time to time at its discretion with notice to CONSULTANT.

12.12 REPRESENTATIVE OF CITY AND CONSULTANT

12.12.1 The Parties recognize that questions in the day-to-day conduct of the Project will arise. The Contract Administrator, upon CONSULTANT'S request, shall advise CONSULTANT in writing of one (1) or more CITY employees to whom all communications pertaining to the day-to-day conduct of the Project shall be addressed.

2.12.2 CONSULTANT shall inform the Contract Administrator in writing of CONSULTANT'S representative to whom matters involving the conduct of the Project shall be addressed.

12.13 ALL PRIOR AGREEMENTS SUPERSEDED

This document incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained herein; and the Parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the Parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements whether oral or written.

It is further agreed that no modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

12.14 CONSULTANT'S STAFF

CONSULTANT will provide the key staff identified in its proposal for the Project as long as said key staff are in CONSULTANT's employment.

CONSULTANT will obtain prior written approval of Contract Administrator to change key staff. CONSULTANT shall provide Contract Administrator with such information as necessary to determine the suitability of any proposed new key staff. Contract Administrator will be reasonable in evaluating key staff qualifications.

If Contract Administrator desires to request removal of any of CONSULTANT'S staff, Contract Administrator shall first meet with CONSULTANT and provide reasonable justification for said removal.

12.15 INDEPENDENT CONTRACTOR

CONSULTANT is an independent contractor under this Agreement. Services provided by CONSULTANT shall be subject to the supervision of CONSULTANT. In providing the services, CONSULTANT or its agents shall not be acting and shall

not be deemed as acting as officers, employees, or agents of the CITY. Personnel policies, tax responsibilities, social security and health insurance, employee benefits, purchasing policies and other similar administrative procedures applicable to services rendered under this Agreement shall be those of CONSULTANT. The Parties expressly acknowledge that it is not their intent to create any rights or obligations in any third person or entity under this Agreement.

12.16 THIRD PARTY BENEFICIARIES

Neither CONSULTANT nor CITY intends to directly or substantially benefit a third party by this Agreement. Therefore, the Parties agree that there are no third-party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against either of them based upon this Agreement.

12.17 CONFLICTS

Neither CONSULTANT nor its employees shall have or hold any continuing or frequently recurring employment or contractual relationship that is substantially antagonistic or incompatible with CONSULTANT's loyal and conscientious exercise of judgment related to its performance under this Agreement.

CONSULTANT agrees that none of its officers or employees shall, during the term of this Agreement, serve as expert witness against CITY in any legal or administrative proceeding in which he or she is not a party, unless compelled by court process, nor shall such persons give sworn testimony or issue a report or writing, as an expression of his or her expert opinion, which is adverse or prejudicial to the interests of CITY or in connection with any such pending or threatened legal or administrative proceeding. The limitations of this Section shall not preclude such persons from representing themselves in any action or in any administrative or legal proceeding.

In the event CONSULTANT is permitted to utilize subconsultants to perform any services required by this Agreement, CONSULTANT agrees to prohibit such subconsultants, by written contract, from having any conflicts as within the meaning of this Section.

12.18 CONTINGENCY FEE

CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONSULTANT, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONSULTANT, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For a breach or violation of this provision, the CITY shall have the right to terminate this Agreement without liability at its discretion, or to deduct from the Agreement price or otherwise recover the full amount of such fee, commission,

percentage, gift or consideration.

12.19 WAIVER OF BREACH AND MATERIALITY

Failure by CITY to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement.

CITY and CONSULTANT agree that each requirement, duty, and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof.

12.20 COMPLIANCE WITH LAWS

CONSULTANT shall comply with all applicable federal, state, and local laws, codes, ordinances, rules, and regulations in performing its duties, responsibilities, and obligations related to this Agreement.

12.21 SEVERANCE

In the event this Agreement or a portion of this Agreement is found by a court of competent jurisdiction to be invalid, the remaining provisions shall continue to be effective unless CITY or CONSULTANT elects to terminate this Agreement. The election to terminate this Agreement based upon this provision shall be made within seven (7) days after the findings by the court become final.

12.22 JOINT PREPARATION

Preparation of this Agreement has been a joint effort of CITY and CONSULTANT and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the Parties than any other.

12.23 PRIORITY OF PROVISIONS

If there is a conflict or inconsistency between any term, statement, requirement, or provision of any exhibit attached hereto, any document or events referred to herein, or any document incorporated into this Agreement by reference and a term, statement, requirement, or provision of this Agreement, the term, statement, requirement, or provision contained in Articles 1-12 of this Agreement shall prevail and be given effect.

12.24 APPLICABLE LAW AND VENUE AND WAIVER OF JURY TRIAL

The Agreement shall be interpreted and construed in accordance with, and governed by, the laws of the state of Florida. The Parties agree that the exclusive venue for any lawsuit arising from, related to, or in connection with this Agreement shall be in the state courts of the Seventeenth Judicial Circuit in and for Broward County, Florida. If any claims arising from, related to, or in connection with this

Agreement must be litigated in federal court, the Parties agree that the exclusive venue for any such lawsuit shall be in the United States District Court or United States Bankruptcy Court for the Southern District of Florida. **BY ENTERING INTO THIS AGREEMENT, THE PARTIES HEREBY EXPRESSLY WAIVE ANY AND ALL RIGHTS EITHER PARTY MIGHT HAVE TO A TRIAL BY JURY OF ANY ISSUES RELATED TO THIS AGREEMENT. IF A PARTY FAILS TO WITHDRAW A REQUEST FOR A JURY TRIAL IN A LAWSUIT ARISING OUT OF THIS AGREEMENT AFTER WRITTEN NOTICE BY THE OTHER PARTY OF VIOLATION OF THIS SECTION, THE PARTY MAKING THE REQUEST FOR JURY TRIAL SHALL BE LIABLE FOR THE REASONABLE ATTORNEYS' FEES AND COSTS OF THE OTHER PARTY IN CONTESTING THE REQUEST FOR JURY TRIAL, AND SUCH AMOUNTS SHALL BE AWARDED BY THE COURT IN ADJUDICATING THE MOTION.**

12.25 SOLICITATION AND EXHIBITS

The solicitation, CONSULTANT's response to the solicitation and each Exhibit referred to in this Agreement form an essential part of this Agreement. The Exhibits, if not physically attached, should be treated as part of this Agreement, and are incorporated herein by reference.

12.26 ONE ORIGINAL AGREEMENT

This Agreement shall be executed in one (1) signed Agreement, treated as an original.

12.27 NOTICES

Whenever either Party desires to give notice unto the other, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the Party for whom it is intended, at the place last specified, and the place for giving of notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving of notice, to-wit:

CITY:

With a copy to: City Manager
City of Fort Lauderdale
101 N.E 3rd Avenue,
Suite 2100
Fort Lauderdale, FL 33301
Telephone: (954) 828-5364

City Attorney
City of Fort Lauderdale
1E Broward Boulevard

Suite 1600
Fort Lauderdale, FL 33301
Telephone: (954) 828-5037

CONSULTANT:

12.28 ATTORNEY FEES

If CITY or CONSULTANT incurs any expense in enforcing the terms of this Agreement through litigation, the prevailing party in that litigation shall be reimbursed for all such costs and expenses, including but not limited to court costs, and reasonable attorney fees incurred during litigation.

12.29 PERMITS, LICENSES AND TAXES

CONSULTANT shall, at its own expense, obtain all necessary permits and licenses, pay all applicable fees, and pay all applicable sales, consumer, use and other taxes required to comply with local ordinances, state and federal law. CONSULTANT is responsible for reviewing the pertinent state statutes regarding state taxes and for complying with all requirements therein. Any change in tax laws after the execution of this Agreement will be subject to further negotiation and CONSULTANT shall be responsible for complying with all state tax requirements.

12.30 ENVIRONMENTAL, HEALTH AND SAFETY

CONSULTANT shall maintain a safe working environment during performance of the work. CONSULTANT shall comply, and shall secure compliance by its employees, agents, and subconsultants, with all applicable environmental, health, safety and security laws and regulations, and performance conditions in this Agreement. Compliance with such requirements shall represent the minimum standard required of CONSULTANT. CONSULTANT shall be responsible for examining all requirements and determine whether additional or more stringent environmental, health, safety and security provisions are required for the work. CONSULTANT agrees to utilize protective devices as required by applicable laws, regulations, and any industry or CONSULTANT's health and safety plans and regulations, and to pay the costs and expenses thereof, and warrants that all such persons shall be fit and qualified to carry out the Work.

12.31 STANDARD OF CARE

CONSULTANT represents that it is qualified to perform the work, that CONSULTANT and its subconsultants possess current, valid state and/or local licenses to perform the Work, and that their services shall be performed in a manner consistent with that level of care and skill ordinarily exercised by other qualified consultants under similar circumstances.

12.32 TRUTH-IN-NEGOTIATION CERTIFICATE

Signature of this Agreement by CONSULTANT shall act as the execution of a Truth-in-Negotiation Certificate stating that wage rates and other factual unit costs supporting the compensation of this Agreement are accurate, complete, and current at the time of contracting. The original contract price and any additions thereto shall be adjusted to exclude any significant sums, by which the CITY determines that contract price was increased due to inaccurate, incomplete, or non-current wage rates and other factual unit costs. All such contract adjustments must be made within one (1) year following the end of the contract.

12.33 EVALUATION

The CITY maintains the right to periodically review the performance of the CONSULTANT. This review will take into account the timely execution of Task Orders, the quality of the work performed, the cost to the CITY and the good faith efforts made by the CONSULTANT to maintain MBE/WBE participation in CITY projects. Any deficiencies in performance will be described in writing and an opportunity afforded, where practicable, for the CONSULTANT to address and/or remedy such deficiencies.

12.34 STATUTORY COMPLIANCE

CONSULTANT shall prepare all documents and other materials for the Project in accordance with all applicable rules, laws, ordinances and governmental regulations of the State of Florida, Broward County, the City of Fort Lauderdale, Florida, and all governmental agencies having jurisdiction over the services to be provided by CONSULTANT under this Agreement or over any aspect or phase of the Project.

12.35 SCRUTINIZED COMPANIES

Subject to *Odebrecht Construction, Inc., v. Prasad*, 876 F.Supp.2d 1305 (S.D. Fla. 2012), *affirmed*, *Odebrecht Construction, Inc., v. Secretary, Florida Department of Transportation*, 715 F.3d 1268 (11th Cir. 2013), with regard to the “Cuba Amendment,” the Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and that it does not have business operations in Cuba or Syria, as provided in Section 287.135, Florida Statutes (2024), as may be amended or revised. The Contractor certifies that it is not on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2022), as may be amended or revised, and that it is not engaged in a boycott of Israel. The City may terminate this Agreement at the City’s option if the Contractor is found to have submitted a false certification as provided under subsection (5) of Section 287.135, Florida Statutes (2024), as may be amended or revised, or been placed on the Scrutinized Companies with Activities in Sudan List

or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2023), as may be amended or revised, or is engaged in a boycott of Israel or has been engaged in business operations in Cuba or Syria, as defined in Section 287.135, Florida Statutes (2023), as may be amended or revised.

12.36 PUBLIC RECORDS

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT CITY CLERK'S OFFICE, 100 NORTH ANDREWS AVENUE, FORT LAUDERDALE, FLORIDA, 33301, PHONE: 954-828-5002, EMAIL: PRRCONTRACT@FORTLAUDERDALE.GOV.

CONSULTANT shall:

1. Keep and maintain public records required by the CITY in order to perform the service.
2. Upon request from the CITY's custodian of public records, provide the CITY with a copy of 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 (2024), as may be amended or revised, 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 this Agreement if CONSULTANT does not transfer the records to the CITY.
3. Upon completion of the Agreement, transfer, at no cost to the CITY, all public records in possession of CONSULTANT or keep and maintain public records required by the CITY to perform the service. If CONSULTANT transfers all public records to the CITY upon completion of this Agreement, CONSULTANT shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If CONSULTANT keeps and maintains public records upon completion of this Agreement, CONSULTANT shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the City.

12.37 INTELLECTUAL PROPERTY

CONSULTANT shall protect and defend at CONSULTANT's expense, counsel being subject to the CITY's approval, and indemnify and hold harmless the CITY from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, royalties, expenses, or liabilities, including any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any infringement or allegation of infringement of any patent, copyright, or other intellectual property right in connection with the CONSULTANT's or the CITY's use of any copyrighted, patented or un-patented invention, process, article, material, or device that is manufactured, provided, or used pursuant to this Agreement. If the CONSULTANT uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.

12.38 RIGHTS IN DOCUMENTS AND WORK

Any and all reports, photographs, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of CITY; and CONSULTANT disclaims any copyright in such materials. In the event of and upon termination of this Agreement, any reports, photographs, surveys, and other data and documents prepared by CONSULTANT, whether finished or unfinished, shall become the property of CITY and shall be delivered by CONSULTANT to the CITY's Contract Administrator within seven (7) days of termination of this Agreement by either Party. Any compensation due to CONSULTANT shall be withheld until CONSULTANT delivers all documents to the CITY as provided herein.

12.39 REPRESENTATION OF AUTHORITY

Each individual executing this Agreement on behalf of a Party hereto hereby represents and warrants that he or she is, on the date he or she signs this Agreement, duly authorized by all necessary and appropriate action to execute this Agreement on behalf of such Party and does so with full legal authority.

12.40 NON-DISCRIMINATION

The CONSULTANT shall not, in any of its activities, including employment, discriminate against any individual on the basis of race, color, national origin, age, disability, religion, creed, sex, disability, sexual orientation, gender, gender identity, gender expression, marital status or any other protected classification as defined by applicable law.

1. The CONSULTANT certifies and represents that it will comply with Section 2-187, Code of Ordinances of the City of Fort Lauderdale, Florida, as may be amended or revised, ("Section 2-187").

2. The failure of the CONSULTANT to comply with Section 2-187 shall be deemed to be a material breach of the Agreement, entitling the CITY to pursue any remedy stated below or any remedy provided under applicable law.
3. The CITY may terminate this Agreement if the CONSULTANT fails to comply with Section 2-187.
4. The CITY may retain all monies due or to become due until the CONSULTANT complies with Section 2-187.
5. The CONSULTANT may be subject to debarment or suspension proceedings. Such proceedings will be consistent with the procedures in section 2-183 of the Code of Ordinances of the City of Fort Lauderdale, Florida.

12.41 E-VERIFY

As a condition precedent to the effectiveness of this Agreement, pursuant to Section 448.095, Florida Statutes (2024), as may be amended or revised, the CONSULTANT and its subconsultants shall register with and use the E-Verify system to electronically verify the employment eligibility of newly hired employees.

1. The CONSULTANT shall require each of its subconsultants, if any, to provide the CONSULTANT with an affidavit stating that the subconsultant does not employ, contract with, or subcontract with an unauthorized alien. The CONSULTANT shall maintain a copy of the subconsultant's affidavit for the duration of this Agreement and in accordance with the public records requirements of this Agreement.
2. The CITY, the CONSULTANT, or any subconsultant who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Florida Statutes (2024), as may be amended or revised, shall terminate the Agreement with the person or entity.
3. The CITY, upon good faith belief that a subconsultant knowingly violated the provisions of Section 448.095(5), Florida Statutes (2024), as may be amended or revised, but that the CONSULTANT otherwise complied with Section 448.095(5), Florida Statutes (2024), as may be amended or revised, shall promptly notify CONSULTANT and order the CONSULTANT to immediately terminate the contract with the subconsultant, and the CONSULTANT shall comply with such order.
4. An Agreement terminated under Sections 448.095(5)(c)1. or 2., Florida Statutes (2024), as may be amended or revised, is not a breach of contract and may not be considered as such. If the CITY terminates this Agreement under Section 448.095(5)(c), Florida Statutes (2024), as may be amended or revised, the CONSULTANT may not be awarded a public contract for at

least one year after the date on which the Agreement was terminated. The CONSULTANT is liable for any additional costs incurred by the CITY as a result of termination of this Agreement.

5. CONSULTANT shall include in each of its subcontracts, if any, the requirements set forth in this Section, including this subparagraph, requiring any and all subconsultants, as defined in Section 448.095(1)(e), Florida Statutes (2024), as may be amended or revised, to include all of the requirements of this Section in its subcontracts. CONSULTANT shall be responsible for compliance by any and all subconsultants, as defined in Section 448.095(1)(e), Florida Statutes (2024), as may be amended or revised, with the requirements of Section 448.095, Florida Statutes (2024), as may be amended or revised.

12.42 ANTI-HUMAN TRAFFICKING

As a condition precedent to the effectiveness of this Agreement, the CONSULTANT shall provide the City with an affidavit signed by an officer or a representative of the CONSULTANT under penalty of perjury attesting that the CONSULTANT does not use coercion for labor or services as defined in Section 787.06, Florida Statutes (2024), as may be amended or revised.

[THIS SPACE WAS INTENTIONALLY LEFT BLANK]

IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals the day and year first written above.

CITY

CITY OF FORT LAUDERDALE, a Florida municipal corporation

By: _____
SUSAN GRANT
Acting Executive Director

Date: _____

ATTEST:

By: _____
DAVID R. SOLOMAN
City Clerk

Approved as to Legal Form and correctness:
D'Wayne M. Spence, Interim City Attorney

By: _____
Lynn Solomon
Assistant City Attorney

WITNESSES:

_____,
a Florida corporation/Company.

By: _____

Print Name

Print Name: _____

Title: _____

Print Name

(CORPORATE SEAL)

STATE OF _____:

COUNTY OF _____:

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this ____ day of _____, 202_, by (Name) as (Title) for Name of Company), a Florida corporation/Company).

(Signature of Notary Public - State of Florida)

(Print, Type, or Stamp Commissioned
Name of Notary Public)

Personally Known _____ OR Produced Identification _____

Type of Identification Produced: _____

EXHIBIT A
SCOPE OF SERVICES

EXHIBIT "B"
MAXIMUM BILLING RATES

Event No:

Event Title:

Consultant Name:

Event No:

Event Title:

Sub-Consultant Name:

SAMPLE AGREEMENT

CITY OF FORT LAUDERDALE BID/PROPOSAL CERTIFICATION

Please Note: It is the sole responsibility of the bidder/proposer to ensure that their response is submitted electronically through the [City's on-line strategic sourcing platform](#) prior to the bid opening date and time listed. Paper bid submittals will not be accepted. 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) _____ EIN (Optional): _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone No.: _____ FAX No.: _____ Email: _____

Delivery: Calendar days after receipt of Purchase Order (**section 1.02 of General Conditions**): _____

Total Bid Discount (**section 1.05 of General Conditions**): _____

Check box if your firm qualifies for DBE (**section 1.09 of General Conditions**):

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

VARIANCES: If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, 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 City 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, that in no event shall the City's liability for respondent's direct, 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 exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

Name (printed)

Signature

Date

Title



DISADVANTAGED BUSINESS ENTERPRISE (DBE) PREFERENCE

Section 2-185, Code of Ordinances of the City of Fort Lauderdale, provides for a disadvantaged business preference.

In order to be considered for a DBE Preference, a bidder must include a certification from a government agency, as applicable to the DBE Preference class claimed **at the time of bid submittal**.

Upon formal request of the City, based on the application of a DBE Preference the Bidder shall, within ten (10) calendar days, submit the following documentation to the DBE Class claimed:

A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **or** State of Florida active registration **and/or**

B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the disadvantaged business preference.

THE COMPLETE DBE PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK: <https://www.fortlauderdale.gov/home/showpublisheddocument?id=56883>

Definitions

- a. The term "disadvantaged class 1 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- b. The term "disadvantaged class 2 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business within the limits of the city with a full-time employees and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- c. The term "disadvantaged class 3 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the Tri-County area and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- d. The term "disadvantaged class 4 enterprise" shall mean any disadvantaged business enterprise that does not qualify as a Class A, Class B, or Class C business, but is located in the State of Florida and provides supporting documentation of its disadvantaged certification as established in the City's Procurement Manual.



DISADVANTAGED BUSINESS ENTERPRISE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the disadvantaged business enterprise price preference classification as indicated herein, and further certifies and agrees that it will re-affirm its preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this solicitation. Violation of the foregoing provision may result in contract termination.

(1) is a disadvantaged class 1 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

(2) is a disadvantaged class 2 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business within the limits of the city with a full-time employee(s) and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

(3) is a disadvantaged class 3 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the Tri-County area and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

(4) is a disadvantaged class 4 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that does not qualify as a Class A, Class B, or Class C business, but is located in the State of Florida and provides supporting documentation of its disadvantaged certification as established in the City's Procurement Manual.

Business Name

(5) is not considered a Disadvantaged Enterprise Business as defined in the City of Fort Lauderdale Ordinance Sec.2-185 and does not qualify for DBE Preference consideration.

Business Name

BIDDER'S COMPANY: _____

AUTHORIZED COMPANY PERSON: _____
PRINT NAME SIGNATURE DATE



NON-COLLUSION STATEMENT

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g., ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents, and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

<u>NAME</u>	<u>RELATIONSHIPS</u>
_____	_____
_____	_____

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

Authorized Signature

Title

Name (Printed)

Date



LOCAL BUSINESS PREFERENCE

Section 2-199.2, Code of Ordinances of the City of Fort Lauderdale, (Ordinance No. C-12-04), provides for a local business preference.

In order to be considered for a local business preference, a bidder must include the Local Business Preference Certification Statement of this ITB, as applicable to the local business preference class claimed **at the time of bid submittal**.

Upon formal request of the City, based on the application of a Local Business Preference the Bidder shall, within ten (10) calendar days, submit the following documentation to the Local Business Preference Class claimed:

- A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **and**
- B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the local business preference.

THE COMPLETE LOCAL BUSINESS PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK:

https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodet=COOR_CH2_AD_ARTVFI_DIV2PR_S2-186LOBUPR

Definitions: The term "Business" shall mean a person, firm, corporation or other business entity which is duly licensed and authorized to engage in a particular work in the State of Florida. Business shall be broken down into four (4) types of classes:

1. Class A Business – shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **and** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
2. Class B Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **or** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
3. Class C Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone **and** staffed with full-time employees within the limits of Broward County.
4. Class D Business – shall mean any Business that does not qualify as either a Class A, Class B, or Class C business.



LOCAL BUSINESS PREFERENCE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the local business price preference classification as indicated herein, and further certifies and agrees that it will re-affirm its local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

(1) is a Class A Business as defined in City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the City of Fort Lauderdale current year Business Tax Receipt and a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.

Business Name

(2) is a Class B Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Business Tax Receipt or a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.

Business Name

(3) is a Class C Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.

Business Name

(4) requests a Conditional Class A classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

Business Name

(5) requests a Conditional Class B classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

Business Name

(6) is considered a Class D Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186 and does not qualify for Local Preference consideration.

Business Name

BIDDER'S COMPANY: _____

AUTHORIZED COMPANY PERSON: _____
PRINT NAME SIGNATURE DATE



**CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH
NON-DISCRIMINATION PROVISIONS OF THE CONTRACT**

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

Pursuant to City Ordinance Sec. 2-17(a)(i)(ii), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

- A. Contractors doing business with the City shall not discriminate against their employees based on the employee's race, color, religion, gender (including identity or expression), marital status, sexual orientation, national origin, age, disability, or any other protected classification as defined by applicable law.

Contracts. Every Contract exceeding \$100,000, or otherwise exempt from this section shall contain language that obligates the Contractor to comply with the applicable provisions of this section.

The Contract shall include provisions for the following:

- (i) The Contractor certifies and represents that it will comply with this section during the entire term of the contract.
- (ii) The failure of the Contractor to comply with this section shall be deemed to be a material breach of the contract, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.

Authorized Signature

Print Name and Title

Date



CONTRACT PAYMENT METHOD

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to credit card payments via MasterCard or Visa as part of this program.

This allows you as a vendor of the City of Fort Lauderdale to receive your payments fast and safely. No more waiting for checks to be printed and mailed.

In accordance with the contract, payments on this contract will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, bidders must presently have the ability to accept the credit card or take whatever steps necessary to implement acceptance of a card before the start of the contract term, or contract award by the City.

All costs associated with the Contractor's participation in this purchasing program shall be borne by the Contractor. The City reserves the right to revise this program as necessary.

By signing below, you agree with these terms.

Please indicate which credit card payment you prefer:

____ MasterCard

____ Visa

Company Name

Name (Printed)

Signature

Title

Date



E-VERIFY AFFIRMATION STATEMENT

Solicitation/Bid /Contract No: _____

Project Description:

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- A. all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- B. all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/ Bidder Company Name: _____

Authorized Company Person's Signature: _____

Authorized Company Person's Title: _____

Date: _____

**AFFIDAVIT OF COMPLIANCE WITH FOREIGN ENTITY LAWS
(Florida Statute- §287.138, 692.201, 692.202, 692.203, and 692.204)**

The undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury as follows:

1. Entity is not owned by the government of a foreign country of concern as defined in Section 287.138, Florida Statutes. (Source:§ 287.138(2)(a), Florida Statutes)
2. The government of a foreign country of concern does not have a controlling interest in Entity. (Source:§ 287.138(2)(b), Florida Statutes)
3. Entity is not organized under the laws of, and does not have a principal place of business in, a foreign country of concern. (Source: § 287.138(2)(c), Florida Statutes)
4. Entity is not owned or controlled by the government of a foreign country of concern, as defined in Section 692.201, Florida Statutes. (Source:§ 288.007(2), Florida Statutes)
5. Entity is not a partnership, association, corporation, organization, or other combination of persons organized under the laws of or having its principal place of business in a foreign country of concern, as defined in Section 692.201, Florida Statutes, or a subsidiary of such entity. (Source: § 288.007(2), Florida Statutes)
6. Entity is not a foreign principal, as defined in Section 692.201, Florida Statutes. (Source: § 692.202(5)(a)(l), Florida Statutes)
7. Entity is in compliance with all applicable requirements of Sections 692.202, 692.203, and 692.204, Florida Statutes.
8. **(Only applicable if purchasing real property)** Entity is not a foreign principal prohibited from purchasing the subject real property. Entity is either (a) not a person or entity described in Section 692.204(1)(a), Florida Statutes, or (b) authorized under Section 692.204(2), Florida Statutes, to purchase the subject property. Entity is in compliance with the requirements of Section 692.204, Florida Statutes. (Source:§§ 692.203(6)(a), 692.204(6)(a), Florida Statutes)

The undersigned is authorized to execute this affidavit on behalf of Entity.

Name: _____ Title: _____ Entity: _____

Signature: _____ Date: _____

NOTARY PUBLIC ACKNOWLEDGEMENT SECTION

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me, by means of physical presence or online notarization, this ____ day of _____, 20__, by _____, as _____ for _____, who is personally known to me or who has produced _____ as identification.

Notary Public Signature: _____

(Notary Seal)

Print Name: _____

My commission expires: _____

REFERENCES FORM

The Consultant shall have previous experience in the State of Florida with projects of similar scope and scale (or larger). Complete this form in its entirety. **Note: Do not include proposed team members or parent/subsidiary companies as references in your submittal.**

PRIME BIDDER'S NAME: _____

CLIENT NO. 1 – Name of firm to be contacted: _____

Address: _____

Contact Person: _____

Phone No: _____

Contact E-Mail Address: _____

Project Performance Period: _____ to _____
Dates should be in mm/yy format

Project Name: _____

Location of Project: _____

Description of the overall scope: _____

Description of work that was self-performed by Bidder: _____

REFERENCES FORM

CLIENT NO. 2 – Name of firm to be contacted: _____

Address: _____

Contact Person: _____

Phone No: _____

Contact E-Mail Address: _____

Project Performance Period: _____ to _____
Dates should be in mm/yy format

Project Name: _____

Location of Project: _____

Description of the overall scope: _____

Description of work that was self-performed by Bidder: _____



ANTI-HUMAN TRAFFICKING AFFIDAVIT

Rev Date: 01/13/2025

The undersigned, on behalf of _____,
(Print complete name incorporated with suffix: INC, LLC, LTD, LP, PA, etc.)
a _____ (State corporation is registered) _____ (Type of entity: profit or non-profit),
("Nongovernmental Entity"), under penalty of perjury, hereby deposes and says:

1. My name is _____
(Print complete name of corporate officer/authorized representative)
2. I am an _____ officer or _____ authorized representative (Select one) of the Nongovernmental Entity. My title is: _____
(Print title of corporate officer/authorized representative)
3. I attest that the Nongovernmental Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes (2024), as may be amended or revised.

Under penalties of perjury, I declare that I have read the foregoing Anti-Human Trafficking Affidavit and that the facts stated in it are true.

Signature of Officer or Representative: _____

Office Address: _____

Email Address: _____

Main Phone Number: _____ FEIN No.: _____

STATE OF _____
COUNTY OF _____

Sworn to and subscribed before me by means of physical presence or online notarization, this _____ day of _____, 2025, by _____
(Print name of corporate officer/representative)

(Signature of Notary Public – State of _____)

(NOTARY SEAL)

Print, Type or Stamp Commissioned Name of Notary Public)

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____





RFQ No. 410

TITLE: Capital Improvement Master Plan for the Central City CRA Area

ADDENDUM NO.1

DATE: 02/25/2025

This addendum is being issued to amend Section 4.2.5 Approach to Scope of Work:

Changed From

~~4.2.5 Approach to Scope of Work~~

- ~~○ Provide in concise narrative form, your understanding of the City's needs, goals and objectives as they relate to the scope of services and overall project, and your overall approach to accomplishing the project.~~
- ~~○ Give an overview of your proposed vision, ideas and methodology. Describe your proposed approach to the project. As part of the project approach, the firm shall propose a scheduling methodology (timeline) for effectively managing and executing the work in the optimum time.~~
- ~~○ Also provide information on your firm's current workload and how this project will fit into your workload. Describe the firm's current and anticipated workload. Include a summary of current projects and anticipated completion timeframes. Describe how City tasks will be prioritized within your organization, and the availability of the project team to commit towards this project.~~
- ~~○ Describe available facilities, technological capabilities and other available resources you offer for the project.~~
- ~~○ Provide a proposed (realistic) schedule from Notice to Proceed until the construction drawings are issued. The City expects this project to be completed expeditiously and the City reserves the right to make adjustments to this schedule as necessary.~~

Changed To

4.2.5 Approach to Scope of Work

- Provide in concise narrative form, your understanding of the City's needs, goals and objectives as they relate to the scope of services and overall project, and your overall approach to accomplishing the project.



City of Fort Lauderdale • Procurement Services Division
100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301
954-828-5933 Fax 954-828-5576
purchase@fortlauderdale.gov

- Give an overview of your proposed vision, ideas and methodology. Describe your proposed approach to the project. As part of the project approach, the firm shall propose a scheduling methodology (timeline) for effectively managing and executing the work in the optimum time.
- Also provide information on your firm’s current workload and how this project will fit into your workload. Describe the firm’s current and anticipated workload. Include a summary of current projects and anticipated completion timeframes. Describe how City tasks will be prioritized within your organization, and the availability of the project team to commit towards this project.
- Describe available facilities, technological capabilities and other available resources you offer for the project.

All other terms, conditions and specifications remain unchanged.

Paulette Hemmings Turner
Snr. Purchasing Specialist

Company Name: _____
(Please print)

Bidder’s Signature: _____

Date: _____



City of Fort Lauderdale • Procurement Services Division
100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301
954-828-5933 Fax 954-828-5576
purchase@fortlauderdale.gov

RFQ No. 410

**TITLE: Capital Improvement Master Plan for the Central City
CRA Area**

ADDENDUM NO.2

DATE: 02/03/2025

This addendum is being issued to extend bid close date:

Bid close date extended to **Monday, March 10, 2025**

All other terms, conditions and specifications remain unchanged.

Paulette Hemmings Turner
Snr. Purchasing Specialist

Company Name: _____
(Please print)

Bidder's Signature: _____

Date: _____

Executive Summary Report

of

Event: 410-2 - Capital Improvement Master Plan for the Central City CRA

Buyer: PAULETTE HEMMINGS TURNER

Date Range: 01/28/2025 02:00:00 PM - 03/10/2025 02:00:00 PM

All Suppliers 5
Responding:

Suppliers Responding

Supplier	Contact	Phone Number	E Mail	City	State Or Province	Total Bid Amount	Total Awarded	Response Attachment Exists
The Corradino Group, Inc.	Larry Johnson	3055940735	ljohnson@corradino.com	Miami	FL	1.00	0.00	Yes
Keith and Associates, Inc.	Yazmin Bryant	954-788-3400	marketing@keithteam.com	Fort Lauderdale	FL	0.00	0.00	No
Kimley-Horn	Erin Athas	4072333683	florida.marketing@kimley-horn.com	Orlando	FL	1.00	0.00	Yes
Alta Planning + Design, Inc.	Rachel Pitner	7654323907	EastBids@AltaGo.com	Boca Raton	FL	1.00	0.00	Yes
Kittelson & Associates, Inc.	Venssen Paniagua	5400555	vpaniagua@kittelson.com	Orlando	FL	0.00	0.00	Yes

Event Lines And Responses

Item	Description	Unit of Measure	Quantity
CIP MASTER PLAN SOLICITATION-	CIP Master Plan Solicitation	LS	1.0000

continued...

Responses				
Supplier	Bid Quantity	Unit of Measure	Unit Price	Award Amount
The Corradino Group, Inc.	1.0000	LS	1.000	0.00
Keith and Associates, Inc.	1.0000	LS	0.000	0.00
Kimley-Horn	1.0000	LS	1.000	0.00
Alta Planning + Design, Inc.	1.0000	LS	1.000	0.00
Kittelson & Associates, Inc.	1.0000	LS	0.000	0.00

Header Questions And Responses

QUESTION

Did you sign and attach all the Required Forms?

Kindly acknowledge the Anti-Human Trafficking Affidavit to be completed by contract awardee:

Per Florida Statute 787.06 (2024), (13) When a contract is executed, renewed, or extended between a nongovernmental entity and a governmental entity, the nongovernmental entity must provide the governmental entity with an affidavit signed by an officer or a representative of the nongovernmental entity under penalty of perjury attesting that the nongovernmental entity does not use coercion for labor or services as defined in this section. For purposes of this subsection, the term “governmental entity” has the same meaning as in s. 287.138(1).

Contacts

Name	Email
PAULETTE HEMMINGS TURNER	pturner@fortlauderdale.gov

Q And A

continued...

Supplier	Question	Answer
The Corradino Group, Inc.	Form J—Anti-Human Trafficking Affidavit is provided as a sample. Could you please guide us in obtaining the finalized version of this form for inclusion in our submission?	The signed Anti-Human Trafficking Form is not required at submission. The form will be signed upon the execution of a contract with the awarded vendor.
The Corradino Group, Inc.	Regarding our proposal materials, may we submit resumes, projects, etc., in our standard format, or would the city prefer the SF 330 format? We would like to clarify if including an SF 330 is optional.	Submission in the standard format is acceptable.
Kimley-Horn	Can the City clarify if the System Surtax projects experience requirement applies to this RFP? Additionally, what the percentage required would be that Consultants need to meet?	No, Surtax Projects Experience Requirement does not apply to this project.
Alta Planning + Design, Inc.	Can the City share the names/titles of the Evaluation Committee members?	Please submit a Public Records request for the requested information.
Alta Planning + Design, Inc.	Are subconsultants required to complete the required forms a-k (separately from the prime consultant)?	No, only the Prime is required to submit the forms.
Alta Planning + Design, Inc.	If a subconsultant on the team qualifies for the local business price preference classification would that preference apply for the prime's proposal?	No, Subcontractors do not qualify for Local Business Preference.
The Corradino Group, Inc.	Section 4.2.5 of the RFQ states: "Provide a proposed (realistic) schedule from Notice to Proceed until the construction drawings are issued." Can you confirm what construction drawings the city is looking to receive?	Section 4.2.5 has been amended - See Addendum 1
Kimley-Horn	Would the City please consider providing the required forms in the attachment section? Or how should Consultants go about seeking the forms required for this submittal?	The required forms are to be downloaded from the question tabs and the completed forms are to be attached using the same question tab.
Kimley-Horn	Please see attachment as word count does not allow for full question to be displayed.	Please refer to the City of Fort Lauderdale Bid/Proposal Certification Form, Section: Variances. All exceptions relation to the solicitation and agreement should be duly noted on the mentioned form and submitted with proposal.
Keith and Associates, Inc.	Would the City be able to provide the contract value?	The budget is approximately \$200,000.
Alta Planning + Design, Inc.	Can the City provide an estimated budget for this plan?	The budget is approximately \$200,000.

continued...

Supplier	Question	Answer
Kittelson & Associates, Inc.	To satisfy the request in 4.2.4 of this RFQ to 'Provide any other documentation that demonstrates their ability to satisfy all of the minimum qualification requirements,' will the City accept copies of all relevant professional licenses?	Yes, as long as the documentation satisfies the minimum qualification.
Kittelson & Associates, Inc.	If the City accepts all relevant professional licenses as per the previous question, will the city also accept these licenses in an appendix?	Yes, as long as they are included in the proposal.
Kittelson & Associates, Inc.	Will the City accept personnel resumes in an appendix?	Yes, as long as the resumes are included in the proposal.
Kittelson & Associates, Inc.	Please see the attached questions about the provided Event 410 Sample Agreement.	This information as previously stated should be attached to the City of Fort Lauderdale Bid/Proposal Certification Form at the time of proposal submission. Please note the instructions listed under Section denoted Variance



RFQ #410

Capital Improvement Master Plan for the Central City CRA Area

City of Ft. Lauderdale

MARCH 3, 2025

PREPARED BY **ALTA PLANNING + DESIGN, INC.**

IN ASSOCIATION WITH
DRMP
ISC
WGI

alta

Re: Capital Improvement Master Plan For The Central City CRA Area

Dear Ms. Turner and Members of the Selection Committee:

On behalf of Alta Planning + Design, Inc. (Alta), I am pleased to submit our proposal for the City's Central City CRA Capital Improvement Master Plan (CIMP). The CIMP will serve as the area's roadmap to providing needed infrastructure improvements for enhanced quality of life and economic development. Undertaking the CIMP requires a multi-disciplinary team that understands the community, translates their needs, and applies cutting edge practices that maximize the City and CRA's resources for implementation.

Alta's mission centers on supporting and enabling community efforts to promote, encourage, and provide safer and more comfortable transportation facilities for all modes of travel. Our team members, DRMP, WGI, and ISC, are local experts in stormwater management, land use regulations, and community engagement. Our team is uniquely qualified to support the City in this effort for the following reasons:

- **We have unparalleled multimodal transportation expertise:** Alta has led hundreds of transportation plans across the United States, including in Florida. We will combine our national expertise with our deep local knowledge to deliver an implementable CIMP. Our truly integrated multidisciplinary team of planners, engineers, and landscape architects will bring forward a comprehensive list of infrastructure projects that consider all modes, stormwater impacts, land use patterns, at-grade rail crossings, and sustainable practices like green infrastructure.
- **Our approach integrates land use and transportation:** Our approach will focus on implementing CIP projects with co-benefits. Building upon planned investments within the Central City CRA area, our integrated land use and transportation approach will leverage the Sidewalk Master Plan, CRA Rezoning Project, and Fortify Initiative to foster mixed-use environments and multimodal transportation options. We will connect existing and planned infrastructure into a cohesive network, removing transportation barriers and enhancing safety and mobility through the CIMP project list. Specifically, we will maximize CIP project benefits by incorporating multiple infrastructure goals into each project—including underground utilities, stormwater management, green infrastructure, complete streets, pedestrian safety, accessibility, and streetscape enhancements. This efficient, cost-effective strategy will accelerate infrastructure improvements and can serve as a citywide model for building out capital improvements.
- **We will apply our award-winning community engagement tools to build consensus:** We will apply innovative public outreach tools to deploy a multi-faceted public outreach process. We will also engage stakeholders and the business community through interviews, walk audits, and focus groups to capture needs. The goal is to deliver a plan that lets the community know we heard their voices, and that their feedback is reflected in the recommendations and projects.
- **We will leverage our knowledge of Fort Lauderdale, Broward County, and Southeast Florida:** We will work with the City and the CRA to align the CIMP with current, programmed, and planned City, County and FDOT efforts. We will make sure that the CIMP aligns with Fast Forward Fort Lauderdale 2035 Vision Plan and Press Play Fort Lauderdale. Additionally, our team has extensive experience working in the Tri-County area, which means we will be ready to hit the ground running from day one. We have led the Tamarac Multimodal Transportation Master Plan, the West Palm Beach Downtown Mobility Master Plan and its current update, the Boca Raton Downtown Mobility Study (currently underway), Miami Beach's Meridian Avenue Protected Bike Lanes (first in the City), and helped create the Broward MPO Complete Streets Master Plan, among other projects.

We are eager to assist you in delivering this impactful plan that will enhance livability and advance economic vitality. Should you have any questions, please do not hesitate to contact me. We greatly appreciate your time and consideration and look forward to hearing from you.

Sincerely,



Ryan Sharp, PP, AICP
Principal-in-Charge
ryansharp@altago.com
(561) 208-6785

433 PLAZA REAL SUITE 275, BOCA RATON, FL 33432

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4.2.2

Executive Summary

Executive Summary

ALTA PLANNING + DESIGN, INC.

Business Structure

Corporation
FL Business #F09000003824

Local Office

433 Plaza Real, Suite 275
Boca Raton, FL 33432

Corporate Office

101 SW Main Street, Suite 2000
Portland, OR 97204
www.altago.com

Supervisory Staff

Katie Mangle | Vice President, authorized to bind firm
Portland, OR

Ryan Sharp, PP, AICP | Principal-in-Charge
Boca Raton, FL

Alia Awwad, PE | Principal - Project Manager
Boca Raton, FL

Stephanie Garcia | Assistant Project Manager
Boca Raton, FL

Key Elements

Alta has assembled a team that offers critical local knowledge of the City's community character, regulatory framework, design guidelines, and land use development patterns. Members of our team either live in the city or have worked for the City. Through our work with the City and partner agencies including the County, MPO, and FDOT, we have our pulse on local and regional challenges and opportunities. We also understand the development community and will engage them for this important project.

We combine this knowledge with our unparalleled national expertise in visioning, designing, and implementing innovative multimodal infrastructure that stands the test of time. We do this by engaging the community early and often, liaising with stakeholders and public and private partners to gain consensus, and offering a solid technical foundation for the proposed improvements. Our team has civil, roadway, stormwater, and structural engineers, technical planners, visionary landscape architects, and outreach specialists on deck who together will bring the City and CRA the most desirable outcomes.

Our approach to the Capital Improvement Master Plan (CIMP) is one that focuses on creating a safer, healthier, and more resilient community. We will build off transformative efforts such as the NE 13th Street project and the Sunrise Gateway project and leverage development opportunities to advance infrastructure improvements. Our research, data collection, and

analysis process will focus on assigning the most efficient and effective techniques to the specialty team members for different subtasks, including compiling GIS data, conveying the zoning landscape, and establishing a comprehensive, cohesive set of both above- and below-surface infrastructure information. Our community engagement approach will focus on deploying diverse outreach tools, with the goal of reaching everyone in the community; a metric of a successful CIMP is one that the community helped create.

Additionally, we strongly believe that a picture is worth a thousand words, and this is represented in the intricate renderings and photo simulations that we produce to sell compelling multimodal streetscape designs. These designs have unique attention to detail that will leverage opportunities for urban cooling, placemaking, upgrading stormwater infrastructure, and cutting costs. Finally, our implementation approach is one that will map out not only project costs and phases, but also specific funding streams that will lead to implementation. We have successfully done this for communities in Broward County, other parts of Florida, and across the country. Part of this project's success will be identifying matching grant opportunities. Our team has helped communities secure over \$1 billion in grant funding through "telling the story" of the community and the project(s). By the end of the CIMP, the City and the CRA will have a clear, practical, and feasible blueprint to enhance infrastructure in the Central City CRA.

4.2.3

Firm Qualifications and Experience



Alta is a sustainable transportation consulting firm dedicated to creating active, healthy communities through planning, landscape architecture, engineering, and education/encouragement programs.

Our work brings about positive change by creating places that are geared towards moving people, connecting community members to daily needs, and empowering every person to live an active, healthy life.

Alta was founded in 1996, when cities and communities were calling for safer streets for all road users. We pioneered the field of active transportation and evolved into a visionary multimodal practice. As a global leader in mobility innovation, we are dedicated to working across disciplines to address social justice, safety, and environmental resilience.

SUSTAINABLE BUSINESS PRACTICES

Alta is committed to the development of a sustainable global community by enhancing transportation options and reducing our own carbon footprint. Our environmentally conscious business practices are demonstrated by these three examples, which were implemented when we were founded in 1996:

- Alta’s in-house “Green Team” strategizes new and innovative ways to reduce waste, cut costs, and develop a culture of sustainability.
- To promote non-driving commutes, Alta provides transit and local bike share pass reimbursement and bike tune-ups to employees, as well as secure bicycle parking and shower facilities.
- Alta locates offices strategically throughout the country to reduce the required travel distances and related environmental impacts. Alta is also committed to the creative use of technology to minimize the need for travel; our clients have reported satisfaction with our use of video conferences and webinars for certain types of meetings.



The cycle track along the Hampline (Broad Avenue corridor) connects two major parks in Memphis, TN and has been the centerpiece of the revitalization of the Broad Avenue Arts District.

ALTA PLANNING + DESIGN, INC.

Years of Experience

29 years

Business Structure

Corporation
FL Business #F09000003824

Size of Firm

230 Employees
20 Offices

Local Office

433 Plaza Real, Suite 275
Boca Raton, FL 33432

Corporate Office

101 SW Main Street, Suite 2000
Portland, OR 97204

www.altago.com

Point of Contact

Alia Awwad, PE | Principal
(561) 287-6179
aliaawwad@altago.com

Experience with Broward County Transportation System Surtax Projects

- ✓ Tamarac Multimodal Transportation Connectivity Master Plan

Firm Qualifications

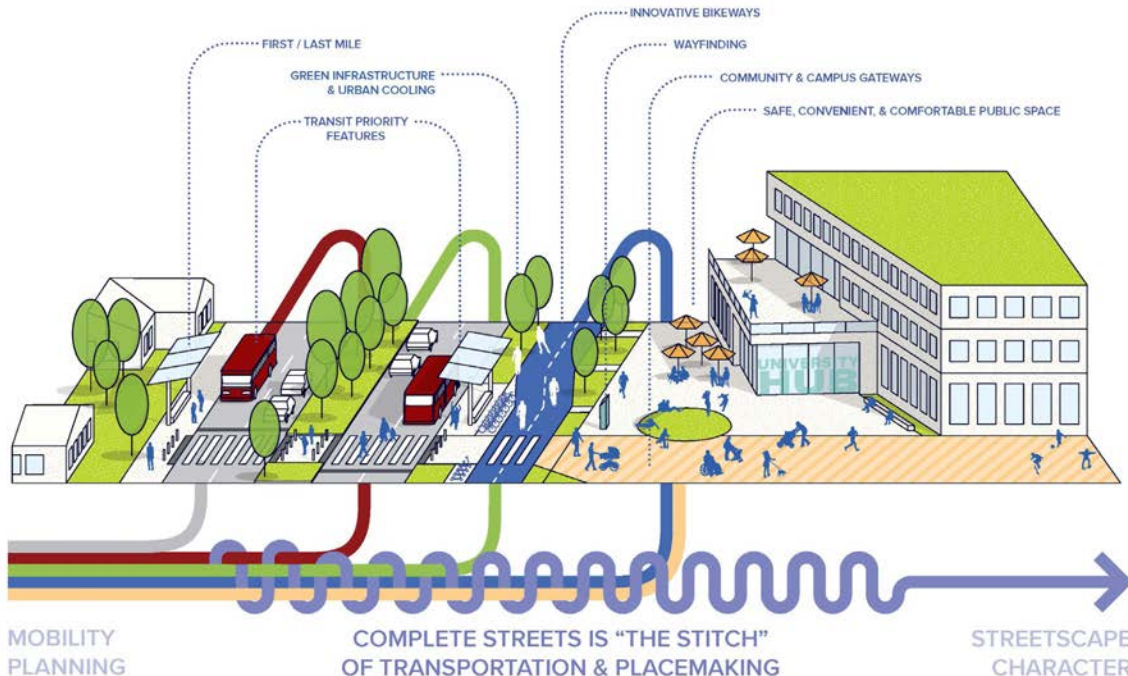
MULTIMODAL STREET DESIGN

We are dedicated to fostering and prototyping innovative mobility concepts to advance sustainable, equitable, safe, and connected transportation. Alta is a leader in the research, design, and advancement of progressive multimodal facility design. Our staff has specialized expertise in traffic calming, on-street bikeways, context-sensitive design, Safe Routes to School, Complete Streets, transit corridors, access, circulation, urban design, new mobility integration, and many other aspects of creating safe and intuitive on-street facilities that work seamlessly with adjacent sidewalk and trail systems. Our team of civil engineers, traffic engineers, and landscape architects understands how to create multi-modal streets that respond to the 21st century needs of pedestrians, bicyclists, transit users, and motorists.

URBAN DESIGN

Alta's Landscape Architects and Urban Designers use our unique expertise in active transportation planning and design to strengthen the identities of cities, towns, and corridors, while making them more livable, people-focused, and vibrant. We use an engaging public input process to guide design options and our experience with NACTO, CNU/ITE, AASHTO, MUTCD, and ADA standards and guidelines to see that the project implementation reflects the intent of the design. Our specialties include:

- **Streetscapes and Urban Spaces:** We understand the opportunities, challenges, funding and management mechanisms, and maintenance standards specific to developing urban spaces. Our streetscape, placemaking, and urban designs enhance opportunities for increased livability and vitality. These investments are aimed at producing both economic and quality of life benefits.
- **Community Spaces:** Alta designs corridors and alleys to be livable, people-focused, and vibrant. Our Complete Streets approach creates opportunities for people to choose how they move through a public space, while enhancing the function and character of spaces through traffic calming, streetscape elements, and green infrastructure. Alta has brought this design approach to alleys, downtowns, neighborhoods, schools, and trailheads.
- **Complete Streets:** Our Complete Streets approach creates opportunities for people to choose how they move through a community, while enhancing the function and character of a street through traffic calming, streetscape elements, and green infrastructure. Alta is experienced with addressing technical and community issues, seeing that applicable standards are met, the intended users are well served, and conflicts and impacts are avoided.
- **Green Infrastructure and Best Management Practices:** Alta blends ecological function with landscape aesthetics by incorporating best management practices, durable materials, and green infrastructure elements into our designs. Our planting,



grading, and irrigation concept plans are intertwined to create durable landscapes that conserve water resources and require low maintenance.

- **Resilient Landscape Architecture:** The public right-of-way is one of a city’s most valuable assets. We find ways to better utilize sidewalks, streets, and alleys, which often represent the vast majority of a city’s public space, by designing them to have co-benefits for pedestrians, communities, and the ecosystem. We help communities determine the cost-benefits of implementing green infrastructure, and prioritizing elements like tree coverage and stormwater capture. These create an abundance of positive impacts including more resilient urban canopies, pollinator and wildlife habitats, and water conservation.
- **Wayfinding, Gateway, and Signage Systems:** Alta’s wayfinding, gateway, and signage systems are inventive and reflect an area’s identity while addressing the needs of pedestrians, bicyclists, drivers, and transit riders. We understand the key elements of creating systems that are safe, navigable, and accessible. Our thorough and specialized understanding of federal and state MUTCD, DOT, and ADA standards allows us to be creative while meeting specific requirements.
- **Design Guidelines:** Alta regularly develops user-friendly local and national guidelines for the implementation of bicycle and pedestrian facilities based on our 25+ years of experience planning, designing, and implementing these facilities. We develop visual descriptions of how to implement traditional and progressive bicycle and pedestrian improvements based on a review of existing bicycle and pedestrian master infrastructure and policy recommendations, existing conditions, and our best practices knowledge. Alta staff develop site-appropriate cross-sections, enlarged plans, and 3D visual simulations to clearly layout guidelines tailored to districts, cities, regions, states, or countries.

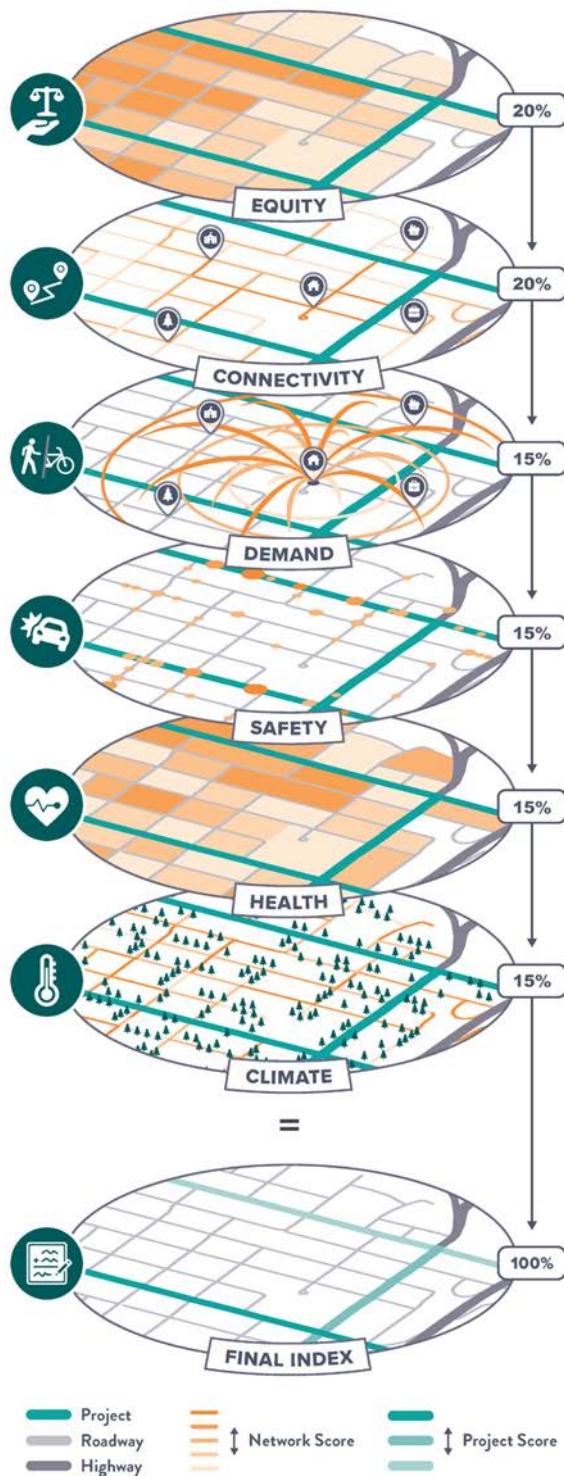
PRIORITIZATION AND EVALUATION

Alta specializes in navigating methods to prioritize and evaluate projects and programs that allow communities to get the biggest bang for their buck on multimodal investments and enable a more performance-based practice.

Transportation investments are increasingly expected to address a range of community goals, such as improved mobility, economic development, equity, environmental justice, supporting recreation and healthy habits, and mitigating climate change. Alta’s strategies, tools, and frameworks help communities transform their goals into

metrics they can use to prioritize projects and evaluate progress into the future. Whether creating custom web-based applications to identify infrastructure buildout phasing or evaluating prevailing speeds after a traffic calming project using location-based services, Alta helps communities evaluate projects and programs to gain greater value on multimodal investments and enable a performance-based practice.

Prioritization: Where Community Goals & Data Meet





DATA COLLECTION

Understanding where people walk and bike is critical to improving local networks. Collecting counts, conducting surveys, and developing inventories of field conditions by way of on-the-ground efforts or online engagement tools can provide insights into collision data, help track the performance of infrastructure projects and programs, and inform decision making processes. Alta combines a deep understanding of available data sources, data collection methods, and public engagement to create community-specific performance measures. Whether it's setting up a process to evaluate progress towards statewide active transportation goals or measuring the day-to-day influence of a tactical urbanism project, we can help your community measure the performance of bicycle and pedestrian projects.

WEBSITE DESIGN AND DEVELOPMENT

Alta's in-house web design and development team creates websites built on top of an easy-to-use content management system. We can work with existing branding or graphics materials or create a look and feel from scratch. We can build websites that are mostly for pushing information out, or we can include interactive features like input maps, virtual open houses, story maps, surveys, and interactive graphics. All our products are mobile-friendly and ADA accessible, and we can add SEO value as well. Our websites feature an adaptive/responsive single-page template that allows for a range of content to be accessible across all devices and major browsers. The website allows Alta and project staff to easily update key site

information and allows the public to easily interact with and view posted information and resources. Our team can also develop advanced sites to host more robust and complex content and display it in creative and interactive designs.

RENDERINGS

Alta creates graphically compelling maps, photo-simulations, cross-sections, 3D models, videos, and plans to explain conceptual designs and help agencies, elected officials, stakeholders, and the public envision their community with new improvements. Our skilled planners and designers use these tools to facilitate discussions about what design is most appropriate for a particular site by allowing people to see it from different perspectives.

NEIGHBORHOOD (RE) DEVELOPMENT

Alta has a unique practice that is centered on Complete Streets and bicycle and pedestrian facilities. Because of this specialization, we have the expertise needed to resolve transportation, urban design, and land-use issues to create connected, vibrant, and livable communities. We excel in planning and designing solutions that result in economic growth for business districts and create environmental, social, and health benefits for the community. Our staff have specialized expertise in areas such as land-use planning, traffic calming, context-sensitive design, Complete Streets, Main Streets, transit corridors and access, multi-modal design, and urban design that will result in a holistic vision and effective business district plans.

Minimum Qualifications

2.8.1 - Proposer or principals shall have relevant experience in preparing Master Plans – Transportation Planning. Project manager assigned to the work must have at least Five (5) years' experience in Transportation Planning and must have served as project manager on similar projects as indicated in the scope of work.

Alta Project Manager Alia Awwad, PE, exceeds these qualifications. Please see our **Project Manager Spotlight on page 12** for details.

2.8.2 - Before awarding a contract, the City reserves the right to require that a firm submit such evidence of its qualifications as the City may deem necessary. Further, the City may consider any evidence of the financial, technical, and other qualifications and abilities of a firm or principals, including previous experiences of same with the City and performance evaluation for services, in making the award in the best interest of the City.

Alta can provide any further information necessary as deemed by the City.

2.8.3 - Neither Firm nor principals shall have any record of judgments, pending lawsuits against the City or criminal activities involving moral turpitude, or any conflicts of interest that have not been waived by the City Commission.

Neither Alta Planning + Design, Inc. nor its Principals have any record of judgments, pending lawsuits against the City or criminal activities involving moral turpitude, or any conflicts of interest that have not been waived by the City Commission.

2.8.4 - Neither Firm nor any principal, officer, or stockholder shall be in arrears or in default of any debt or contract involving the City, (as a party to a contract, or otherwise), or have failed to perform faithfully on any previous or current contract with the City.

Neither Alta Planning + Design, Inc. nor its Principals, officers or stockholders are in arrears or in default of any debt or contract involving the City, (as a party to a contract, or otherwise), or have failed to perform faithfully on any previous or current contract with the City.

2.8.5 - Consultant(s) must be appropriately licensed and registered in the State of Florida in the required field of service required.

Alta Planning + Design, Inc. is licensed and registered in the State of Florida for Landscape Architecture and Engineering (#31108). Alta is registered as a Corporation in Florida (#F09000003824).



Project Manager Spotlight



Alta's Project Manager, Alia Awwad, PE,

brings over **23 years of experience** managing projects that help communities implement innovative multimodal mobility options. As proposed Project Manager, Alia will apply seamless project initiation and execution, which centers on maintaining a clear and consistent line of communication throughout the project. This will be spelled out in a robust and detailed project schedule, regular meetings, and troubleshooting any issues that may arise.

Alia will also ensure that team member coordination is timely and efficient, utilizing the diverse skill sets on the team in a cross-collaborative manner that best serves the City to execute the Capital Improvement Master Plan. Recognizing that this effort will define planning and implementation in the region for years to come, Alia will ensure that strategies are community-focused, targeted, and implementable.

Alia's planning perspective is grounded in engineering and feasibility. Alia's portfolio includes designing urban streets and intersections, overseeing traffic operations and analysis, and leading numerous transportation planning projects and initiatives. Her unique background as a "plangineer" allows her to transect industries and understand the language of diverse audiences.

Additionally, having worked in both the public and private sectors, Alia is intimately familiar with the nuances that must be navigated to get to the ultimate outcome of zero traffic deaths.

Alia has worked throughout South Florida, including as the City of Fort Lauderdale's Traffic Engineer. While charged with multiple responsibilities at the City, including managing redevelopment project mobility and parking traffic mitigation impacts, Alia's ability in communicating complex technical issues has helped the City advance many of its efforts and initiatives. This includes enabling the City to gain unanimous Broward County Commission approval for Downtown Fort Lauderdale's Land Use Planning Amendment (LUPA). The LUPA required a creative approach to analyzing traffic impacts of adding residential density to Downtown. Multiple conversations with the BMPO, County, Land Use Planning Council, and FDOT ultimately led to building trust, and ultimately, consensus.

Alia is a registered Professional Engineer in FL (#76279); GA (#035234); AL (#2954); DC (#PE923247); NJ (#24GE05623300).

KEY RESPONSIBILITIES

As Project Manager, Alia will be responsible for the following key functions:

- Coordinate with the City to maintain consistency
- Monitor team performance and quality
- Manage technical resources and resolve project issues
- Create opportunity to bring added value to the project, including time and cost-savings
- Participate in community outreach
- Resolve internal/external conflicts in a timely manner

"Alia and her team at Alta have provided highly professional, flexible, and responsive consulting services throughout our planning process... The team helped build and maintain support for the project from elected officials, partner agencies, and throughout the community."

— **JONATHAN D. RAICHE, AICP, PLANNING & DEVELOPMENT SERVICES DIRECTOR**

City of Kirkland Vision Zero Action Plan

"Alta, with Alia as Project Manager, did a great job navigating Nashville's needs and evolving direction during the project. Alta was responsive and creative, setting Nashville up for emerging opportunities for federal funding pursuits and other implementation tasks."

— **ANNA DEARMAN, AICP, NDOT WALKING & BIKING MANAGER**

City of Nashville and Davidson County Vision Zero Action Plan

Subconsultants



DRMP, Inc. (DRMP) was established in 1977 by a team of engineers and

surveyors who saw a growing demand for integrated professional services. Through collaboration, they provided clients with consistent and reliable project outcomes. This collaboration led to the formation of a single, full-service company with a strategic plan for expanding its services, geographic reach, and workforce.

Today, DRMP operates 23 offices across Florida, Georgia, North Carolina, South Carolina, and Virginia. The firm is consistently ranked in Engineering News-Record's "Southeast Top Design Firms" and "Top 500 Design Firms" in the United States. DRMP remains committed to the core principles it was founded on: expertise, quality, leadership, trust, and respect.

Their diverse portfolio spans community parks, streetscape improvements, utility upgrades, stormwater infrastructure, and site designs, showcasing their understanding of coordinating with multiple agencies and seamlessly integrating environmental considerations, pedestrian safety, and aesthetic spatial requirements into their designs. They place a strong emphasis on transparency in municipal improvement projects, engaging with government officials, civic organizations, special interest groups, and the public to ensure a fair and open decision-making process. In the Review of Engineering Plans, DRMP offers comprehensive expertise, conducting plans review for both municipal capital improvement projects and private sector developments. Through direct coordination with city staff, they address code requirements and intricate design elements, providing detailed proposals for services ranging from construction documents to construction closeout.



Infinite Source Communications (ISC) is a DBE- and WBE-certified firm that has successfully led public involvement efforts for numerous transportation projects across Broward, Palm

Beach, and the Treasure Coast, ensuring that community feedback directly informs project decisions. Their outreach for the Next Stop Fort Lauderdale Boulevard projects fostered meaningful public dialogue through meetings and in-person engagement. Similarly,

their efforts for the SW 10th Street Connector PD&E Study helped build consensus among residents, while personalized outreach for the SR 93/I-75 Interchange project strengthened local support. Additionally, their partnerships with municipalities for safety campaigns, such as the Be Rail Smart Campaign, have demonstrated the power of collaboration in promoting public awareness.

From managing public involvement for major initiatives like FDOT's 75 Express Managed Lanes and Miami-Dade TPO's S.M.A.R.T. Map 2050 Long Range Transportation Plan to coordinating community engagement for projects in Miami-Dade and Monroe Counties, ISC remains a trusted leader in outreach. Our deep-rooted relationships with local agencies, municipalities, and community leaders enable them to foster transparency, build trust, and ensure the public has a voice in the decision-making process.



WGI is a national design and professional services firm headquartered in south Florida. Their firm is already

in the field employing advanced technology-based solutions to construct public and private infrastructure and real estate development. WGI is an industry leader in incorporating trends and solutions into plans that create successful and sustainable communities.

WGI holds an advantage of convening multiple disciplines within one company with the ability to assess the multifaceted aspects planning, design, and implementation. This is critical for anticipating possible disruptions and quickly responding to issues that involve civil and structural engineering, the environment, parking, land use and zoning, mixed use communities, open space, stormwater management, utilities, land use and zoning, mixed use communities, open space, and stormwater management. Their experience with multiple sectors offers a wide range of expertise where institutional, public, and private interests coincide.

As the ability to collect, fuse, analyze, and communicate data becomes commonplace within the planning and engineering industry, WGI continues to be future-ready, auditing and assessing conditions and gaps, right-sizing data strategies to support goals and objectives, aligning plans at various scales to include health, economic development, and equity, and matching traditional and new funding to projects and phased planning for faster, adaptable project design.

Similar Past Experience

Tamarac Multimodal Transportation Connectivity Master Plan

TAMARAC, FL | 2023-2024

Alta developed the Multimodal Transportation Connectivity Master Plan for the City of Tamarac. This comprehensive plan evaluates the current state of biking, walking, transit, and road networks, and identifies effective strategies, network enhancements, and safety improvements. The plan encompasses policy and program short, medium, and long-term recommendations. This prioritized list of projects will guide the city's future infrastructure investments.



REFERENCE

Please see Section 4.2.6

SCHEDULE

Completed on time

BUDGET

Completed on budget

KEY STAFF

- ✓ Alia Awwad, Principal
- ✓ Stephanie Garcia, Project Manager
- ✓ David Wasserman, Civic Analytics

West Palm Beach Mobility Plan

WEST PALM BEACH, FL | 2017-2020

The City of West Palm Beach made a commitment to create a community that is economically vibrant and competitive, environmentally sustainable, and socially just and accessible. This has led to expanded transportation options such as local circulators and SkyBike (bikeshare) services. Alta worked with the City of West Palm Beach to develop a collaborative and innovative approach to transportation planning, design, and implementation, leveraging current and new mobility technology and strategies.

Alta focused on how to align competing demands for space in the public right-of-way to plan, prioritize, and implement a high-quality transportation network of on-street bikeways, walkways, trails, transit service, and vehicular routes. Included in this effort are mobility hubs that integrate options for future mobility technology such as electric vehicles and autonomous shuttles, public transit, bikeshare, car share, and placemaking strategies. The Alta team also made recommendations and policy guidance for autonomous shuttles and bus services.

Alta conducted four studies as part of this plan: a Citywide transit study, a Downtown Parking and Transportation Demand Management Study, the Okeechobee Corridor Study, and the Tamarind Avenue Vision Study. Alta is now working on an update to the plan.



REFERENCE

Please see Section 4.2.6

SCHEDULE

Completed on time

BUDGET

Completed on budget

KEY STAFF

- ✓ Alia Awwad, Project Manager
- ✓ Stephanie Garcia, Project Manager

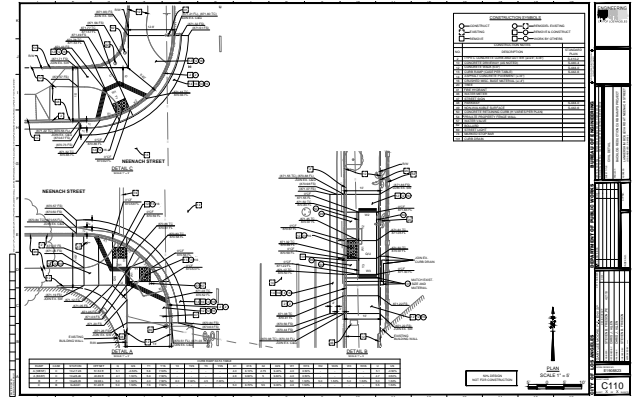
Civil Engineering On-Call Services

LOS ANGELES, CA | 2019-ONGOING

Alta is working with LABOE on prioritized infrastructure improvements that promote efficient modes of travel that focus on safety, inclusion, and sustainability. This five-year on-call utilizes Measure M and local funds and has resulted in several design and design support services during construction, including:

- Phase 1 South Bay MSP Program
- Phase 2 Backlog Reduction Program
- Phase 3 Vision Zero Program

Alta is managing and designing 182 intersection quadrants to meet ADA compliance across the City of Los Angeles. We are conducting site visits, preparing PS&E, and providing utility and stakeholder coordination throughout the engagement.



REFERENCE

Please see Section 4.2.6

SCHEDULE

On time to date

BUDGET

On budget to date

Tucson Mobility Master Plan

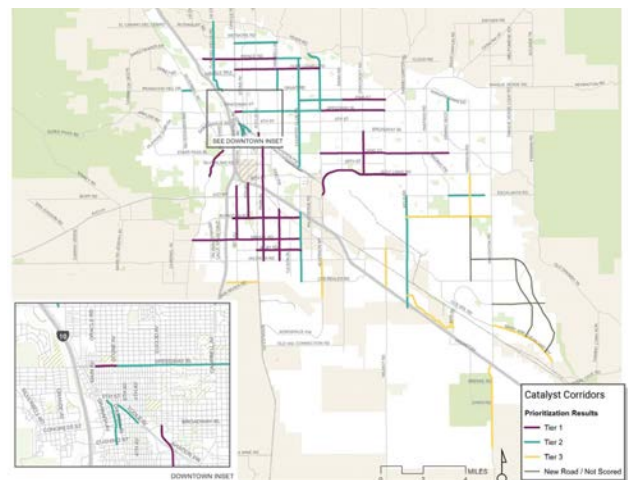
TUCSON, AZ | 2019-2021

Alta led Move Tucson, a comprehensive, multimodal transportation master plan. The plan included a robust public engagement program, which responded to the challenges of outreach during the COVID-19 pandemic. Most notably, Alta developed a prioritization process that accounts for multimodal projects, including transit and motor vehicles.

The plan included more than 230 projects and over \$5.7 billion of possible improvements. The prioritization uses a multi-step approach to understand network needs, score projects, and refine the results based on project performance. Some projects focused on a single mode (i.e., sidewalk improvements, greenways, or high-capacity transit routes), and others address the needs of all modes, including new sidewalks, improved bikeways, and upgraded traffic signals. It is a bold vision that requires innovative and flexible approaches to implementation.

Alta’s dynamic approach to prioritization means the City can reassess over time utilizing the underlying network scores. This creates opportunities to account for shifting project extents, changing network conditions, and shifting funding opportunities. Additionally, Alta developed an interactive online tool that allows agency staff and stakeholders to easily navigate through recommendations to identify projects to implement as specific funding becomes available or as a part of routine maintenance or synergistic projects.

Project completed on time and on budget.



Brookhaven Multimodal Study

BROOKHAVEN, GA | 2022-2024

Alta led a complete refresh of the original 2016 Bike and Ped Plan for the City of Brookhaven, while also including a micromobility mode study. The plan features an interdisciplinary approach to assess challenges and develop strategies on how to best retrofit a city developed primarily for vehicular travel. Using cutting-edge data analytics, Alta evaluated the demand for bike and pedestrian facilities around the city and conducted a comfortability and gap analysis. These results were verified and supplemented by field observations. Initial insights were vetted and refined by robust public engagement, with interviews with the city council, the mayor, other key stakeholders, and public events, such as a pop-up event and more traditional public meetings.

The study included a proposed multi-modal network, informed by feedback from public engagement, along with feasibility analyses to organize projects into short-term and long-term priorities, along with cost estimates and a funding toolbox. Alta also provided organizational, programmatic and policy recommendations to encourage more walking and biking among users of all backgrounds abilities, with a balanced focus on both aspirational, as well as swiftly attainable solutions.

Project completed on time and on budget.



Glendora Sustainable Multimodal Improvements (People Movement Project)

GLENDORA, CA | 2024-ONGOING (EST. 2026)

Alta is delivering the final design for the People Movement Project, which is part of the City of Glendora Sustainable Multimodal Improvement Project (SMIP) Phase 1 (contracted through the San Gabriel Valley Council of Governments). This phase of the People Movement Project is comprised of two projects: Glendora Avenue Project and Little Dalton Wash Project, which together will deliver key first/last mile connectivity improvements to the Metro A Line and fully develop the Glendora Urban Trail System.

The Glendora Avenue project requires the construction of a half mile of raised Class IV protected bikeway and pedestrian improvements. The Little Dalton Wash project consists of 1.7 miles of Class I bicycle and pedestrian facilities to provide connectivity between the Colby Trail and Dinkbiner Park. The design includes intersection crossing improvements, an on-street Class III bike route due to tight right-of-way constraints, native landscaping, and park amenities.

Project on time and on budget to date.



Fort Meyers Downtown Streetscapes and Utilities Improvements

FORT MEYERS, FL | 2003-ONGOING

DRMP provided professional engineering services for the Downtown Utility & Streetscape Improvements. The project focus was on streetscape and utility improvements and upgrades within the downtown core business district.

DRMP oversaw infrastructure improvements to City-owned utilities (including water, wastewater and reuse water) and implemented a downtown master plan developed by renowned architect and urban planner Andres Duany. The project required a master plan for utilities for the entire downtown district, to accommodate future growth predicted along the Caloosahatchee River, as well as conceptual planning and design of new sidewalks and pedestrian amenities.

Permitting was completed for the South Florida Water Management District (SFWMD), City of Fort Myers, Florida Department of Environmental Protection (FDEP) and the Florida Department of Transportation (FDOT).

In partnership with Andres Duany and Kraft Construction, DRMP designed and created a downtown area with updated infrastructure and utilities. These enhancements preserve the historical feel of the Fort Myer's downtown area while promoting the city's tourism.



Palm Coast Citywide Model and Stormwater Master Plan

PALM COAST, FL | 2018-2023

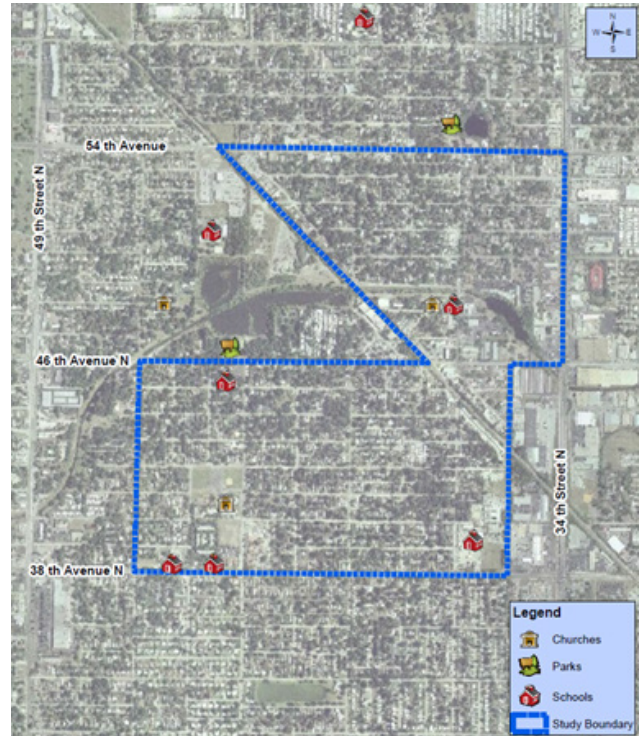
The City has identified growing needs for maintenance, repair, and upgrades to stormwater infrastructure throughout the 55-square mile City service area. **DRMP** has developed a Citywide surface water model in ICPR, version 4, focusing on the City canal system with 35 major control structures. This comprehensive model was utilized as the basis for development of a master plan in 2019 by DRMP to address widespread flooding and performance issues of the drainage systems. The task assignments have involved issues including canal control structure replacements, adding flood storage, canal dredging/restoration of design section, improved drawdown control of canals, replacement/upgrades to culverts and storm sewers, groundwater seepage affecting roadways, ditch maintenance program improvements, improvements to stormwater program management, and budgeting.



Lealman Neighborhood Preliminary Engineering Report

PINELLAS COUNTY, FL | 2011-2017

The Lealman Central Area Improvements project involves a Preliminary Engineering Study aimed at enhancing the community’s infrastructure, including sidewalks, trails, bike lanes, and connectivity to community facilities. **DRMP** focused the study on replacing open ditches with curb and gutter to improve safety and aesthetics. Key tasks include project management, public meetings and community outreach, facility inventory, facility evaluation and improvement recommendations, prioritization and cost estimates, and the preparation of a preliminary engineering report. The project area spans from 40th Ave. N. to 54th Ave. N. and from 46th Street to 34th Street and aims to create a safer, more enjoyable environment for walking, biking, commuting, and outdoor recreation in the Lealman community, transforming it into a vibrant and welcoming intermodal area of Pinellas County.



West Palm Beach Downtown Complete Street Network

WEST PALM BEACH, FL | 2018-2024

West Palm Beach is building out its downtown multi-modal network in anticipation of a new hospital, university campus, and over 1 million square feet of development in the pipeline. Diversifying the mobility mix is a top priority. To achieve a more balanced mix of modes, the city is constructing a network of sidewalks and trails. **WGI** has led design on three prominent segments: Banyan Boulevard, Okeechobee Boulevard at the Kravis Center gateway, and the Clear Lake Trail. The notable features of these projects include:

- An urban side path design in a constrained urban environment that provides separation between motorists and the side path, as well as separation between cyclists and pedestrians, even in this complex and constrained urban environment.

- A trail linking downtown to two large commercial and residential centers designed to protect West Palm Beach’s drinking water supply (Clear Lake)
- Street redesign enhancement to promote safety and placemaking features including public art, traffic and trail calming, tree canopy & landscaping, stormwater management, and infrastructure design to support transit, biking and walking.



Sarasota Countywide Sidewalk Assessment

SARASOTA COUNTY, FL | 2022-ONGOING

Sarasota County selected **WGI** to provide automated data collection and analysis for pavement, sidewalks, pavement markings, trees, and traffic safety-related assets. The 2,328 lane miles of maintained roadway included thousands of County assets. Sarasota County wanted to map and assess these assets correctly, relying on WGI's expertise in technology-based project approaches.

Focusing on sidewalk assessments, WGI utilized an SSI sidewalk profiler to collect data on 650 miles of County-maintained sidewalks. The system allowed the team to collect data on 36 miles per day on average. Then use the collected data to check for compliance with the Americans with Disabilities Act (ADA) and calculate an Overall Condition Index (OCI) to facilitate county maintenance programming. The OCI score is developed by categorizing defects such as crack width and depth and excessive cross and running slopes, to name a few. Weight factors are applied to the score based on the determined severity of the defect.

WGI also integrated a backpack lidar sensor in the collection process to capture additional data on ADA curb ramps and roadside assets as an added value to the County. The wearable sensor provided a dense point cloud and a rear-facing camera to verify observed defects. The point cloud data was used to detail high-priority areas such as intersections and ADA ramps.

The Sidewalk Profiler allowed for a safe and efficient approach that yielded repeatable, defensible data at a lower cost to the County over traditionally labor-intensive and subjective methods. WGI developed a customizable GIS-based toolset to calculate OCI over the entire project area quickly. This differentiator allows clients to adjust defect weights and quickly see the impact on the OCI, ensuring results from adjusted weights align with maintenance programming priorities.



Cherry Road TPA Grant

PALM BEACH COUNTY, FL | 2019-2020

WGI was retained to prepare a project feasibility report and provide grant writing assistance for the 2020 Palm Beach County Transportation Agency (TPA) Transportation Alternatives Program grant cycle. The project location, Cherry Road, connects a residential community with a commercial corridor and is heavily traveled by pedestrians and transit users but has disconnected sidewalks and no bicycle facilities. WGI prepared a master plan graphic, designed typical cross-section alternatives and cost estimates for pedestrian safety improvements, which included a 10' multi-use path, traffic calming, additional landscape, pedestrian-scale lighting, and a protected mid-block crossing. WGI staff was also involved with public outreach and meeting with stakeholders. The project was awarded a \$1 million grant from the TPA grant program.



Westgate Avenue Corridor Streetscape Plan

PALM BEACH COUNTY, FL | 2017-2018

The Westgate CRA was awarded a grant by the Department of Economic Opportunity to further a study on the streetscape design of the Westgate Avenue Corridor in Palm Beach County, Florida. The streetscape study involved an evaluation of the existing conditions based upon the CRA's and community's vision for the corridor. The goal of the study was to promote walkability, multimodal transportation, and beautification of the corridor with the intent to attract new investment and foster economic vitality.

The **WGI** team worked closely with CRA staff and Palm Beach County officials to complete the streetscape study and corridor design. In addition, to gain community support and input, the WGI team conducted a two-part charrette to gather input to inform the vision for the corridor and final recommendations. WGI's services included the creation of an existing conditions

report, evaluation of the land use regulatory framework governing redevelopment along the corridor, and a final report delineating development recommendations. In addition to the written reports, WGI created a GIS map/dataset and series of GIS maps and two complete street streetscape designs for the corridor. WGI was retained by the Westgate CRA to prepare the grant application and refine the corridor designs to meet County and FDOT requirements. The designs created for the report were refined and used to apply for FDOT's 2018 TPA grant. The CRA was awarded \$2.4M in 2018 to fund construction of the recommendations.



Next Stop Fort Lauderdale

CITY OF FORT LAUDERDALE, FL | 2018-2019

ISC partnered with the City of Fort Lauderdale and Kittelson to lead comprehensive public involvement efforts for the Master Plan. The team developed and managed the project website, crafted surveys, and executed targeted email marketing campaigns to ensure consistent communication with residents and stakeholders. We facilitated presentations and interactive workshops with homeowner associations citywide, creating opportunities for direct engagement and meaningful discussions.

In addition to formal meetings, ISC expanded outreach by actively participating in community events, such as farmers markets and local festivals, to connect with residents in an informal setting. These efforts allowed us to engage thousands of community members and collect valuable feedback that helped shape the study's recommendations. By integrating both digital and in-person outreach strategies, the project team ensured broad public participation and meaningful input throughout the planning process.

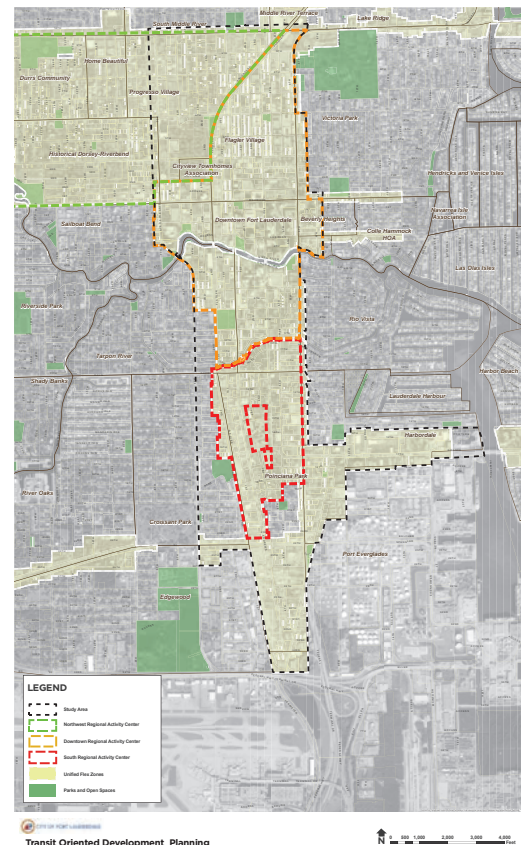














Image: www.fortlauderdale.gov













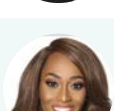
4.2.4

Qualifications of the Project Team

Team Member Roles

An exceptional team has been assembled to best serve the City. Team member roles and level of involvement are shown in the chart below, and **full resumes are included starting on page 25**.

STAFF NAME AND TITLE	ROLE	LEVEL OF INVOLVEMENT
 <p>RYAN SHARP, PP, AICP Principal-In-Charge <i>Alta</i></p>	Project oversight, best practices, issue resolution, technical guidance, and schedule/budget accountability	50%
 <p>ALIA AWWAD, PE Project Manager <i>Alta</i></p>	Main point of contact, focusing on client satisfaction, clear and consistent communication, technical guidance, and forward-thinking project management and development	75%
 <p>STEPHANIE GARCIA Assistant Project Manager <i>Alta</i></p>	Task management and administration, coordination, community engagement, and technical review	80%
 <p>SPENCER FINCH, PE QA/QC Manager <i>Alta</i></p>	Quality control and assurance, resiliency and stormwater technical review	40%
 <p>BRITT STORCK, ASLA, PLA Landscape Architecture Advisor <i>Alta</i></p>	Streetscapes, green infrastructure, and placemaking elements guidance	40%
 <p>JEAN CROWTHER, AICP Innovative Mobility Advisor <i>Alta</i></p>	New mobility, micromobility, mobility hubs and policy guidance	45%
 <p>DAVID WASSERMAN, AICP Civic Analytics Lead <i>Alta</i></p>	Analytics oversight and technical guidance	70%
 <p>KIM VOROS, GISP GIS Manager <i>Alta</i></p>	GIS data collection, database management, and quality control	75%
 <p>TOM NATWICK, PE Senior Engineering Associate <i>Alta</i></p>	Streetscape design principles, guidelines and Complete Streets engineering advisor	75%
 <p>RICHARD VIRGO, PE, RSP1 Engineering Designer <i>Alta</i></p>	Streetscape design principles, guidelines, complete streets, safety, and traffic operations production	80%
 <p>CYRUS CHIMENTO Civic Data Analyst <i>Alta</i></p>	Analytics and mapping production	80%
 <p>CHELSEA COLE Landscape Designer <i>Alta</i></p>	Landscape Architect, graphics and renderings production	75%

STAFF NAME AND TITLE		ROLE	LEVEL OF INVOLVEMENT
	AUDREY CABAY Planner Alta	Policy, writing, community engagement, and analysis planning production	85%
	RYAN A. JOHNSON Web Developer Alta	Web development, survey, interactive maps and deployment	65%
	SCOTT GARTH, PE Stormwater Engineer DRMP	Stormwater modeling, analysis, and implementation guidance	40%
	CHRISTINE DALICKAS, PE Traffic Engineering DRMP	Stormwater production engineer	75%
	PATSY FUSCHETTO, PE Traffic Engineer DRMP	Traffic engineering and operations project needs	65%
	SAMIR FARRA OTERO, PE Stormwater Engineer DRMP	Stormwater production and cost estimating	75%
	ANGELA BIAGI, PLA Planning Director WGI	Policy and land use technical guidance	60%
	ERIC ORNDORFF, PSM Survey & Data Engineer WGI	Topographic survey data collection and technical review	60%
	JOHN CERRETA, PE Roadway Engineer WGI	Multimodal roadway design engineering technical advisor	55%
	KRISTEN NOWICKI, AICP Planner WGI	Development and land use expert	70%
	LISA NISENSEN New Mobility/Connected Communities Planner WGI	Mobility and parking expert	60%
	MONICA DIAZ Senior Community Outreach Specialist ISC	Outreach manager	70%
	WALNA CALIXTE Senior Community Outreach Specialist ISC	Day-to-day outreach specialist	80%

Organizational Chart

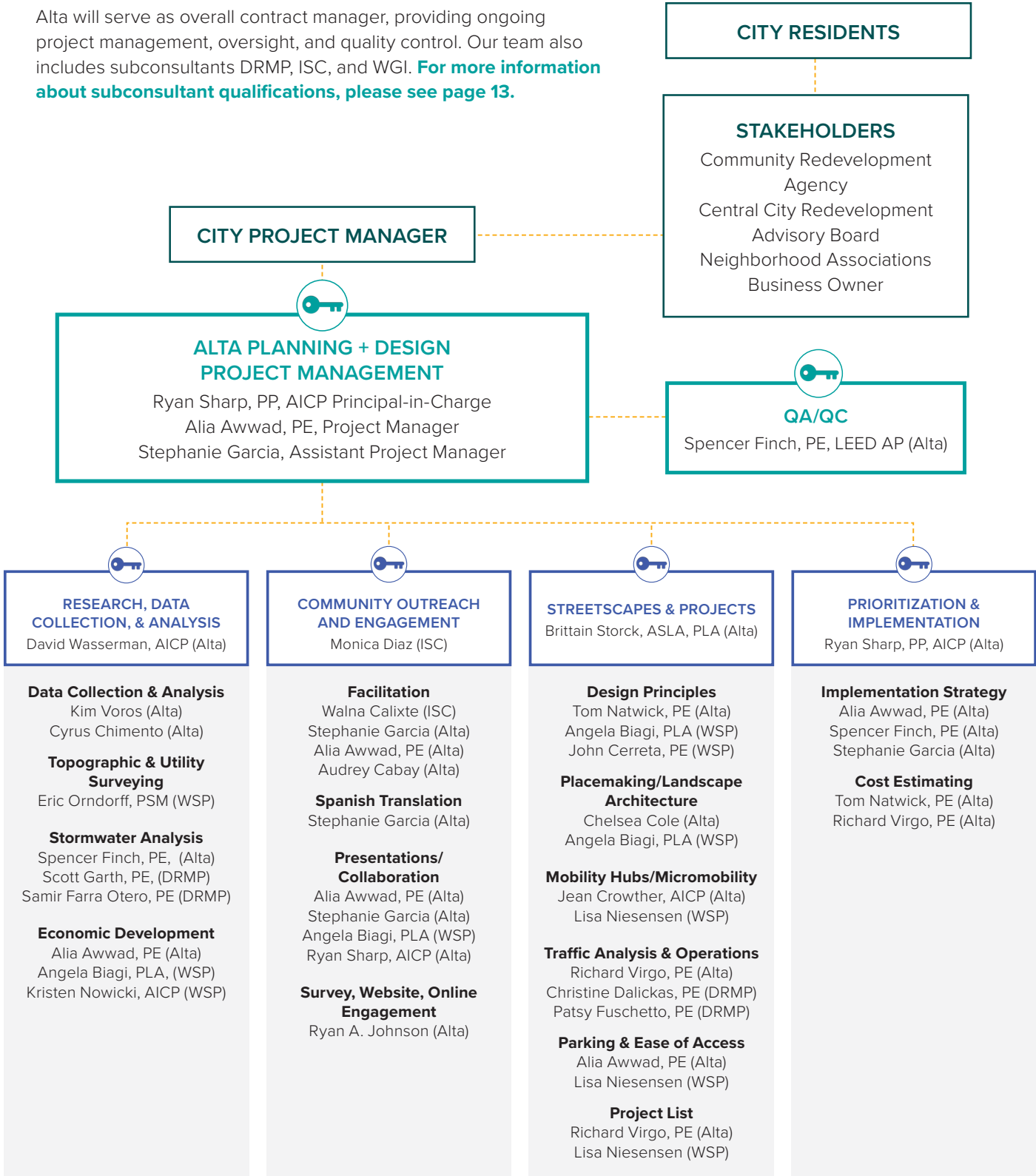
The Alta team will be focused on providing the City with dedicated and responsive service needed to successfully complete the Capital Improvement Master Plan on schedule and on budget.

Alta will serve as overall contract manager, providing ongoing project management, oversight, and quality control. Our team also includes subconsultants DRMP, ISC, and WGI. **For more information about subconsultant qualifications, please see page 13.**

CHART LEGEND

Firm (INITIALS)

Key Staff





Ryan Sharp, PP, AICP

Principal-in-Charge

YEARS OF EXPERIENCE

17 years

EDUCATION

BS, Public Administration,
Florida International University

AREAS OF EXPERTISE

Multi-modal corridor planning
Complete streets
Safety action plans
Micromobility
Curbside management
EV charging
Public sector management

REGISTRATIONS

Professional Planner: NJ
(#33LI00630400)
American Institute of Certified
Planners (#027333)

PROFESSIONAL HIGHLIGHTS

APA, Member: NJ and FL Chapters

ITE Met Section Project of the Year Award: Reducing Speed Limits to Save Lives in Hoboken, a Vision Zero Initiative (2024)

Marty Epstein Advocate of the Year Award: NJ Bike and Walk Summit (2024)

Curbside Safety Award: Open Plans (2023)

Distinguished Emerging Planner Award: American Planning Association, NJ Chapter (2019)

NJ Future Smart Growth Award: Washington Street Redesign Project (2020)

Complete Streets Excellence Award: NJ Complete Streets Summit (2013, 2015)

Traffic Safety Excellence Award: Rutgers/NJDOT (2011)

Ryan has dedicated his career to enhancing the livability of cities. His strategic vision and skill at navigating complex stakeholder relationships have driven numerous successful projects, including major multi-modal street redesigns and the implementation of New Jersey’s densest bicycle facilities network. Under Ryan’s leadership as the Director of Transportation and Parking for the City of Hoboken, Hoboken’s Complete Streets and Vision Zero Programs earned national acclaim, achieving seven consecutive years without a traffic death. As Ryan transitions to the private sector, his extensive experience in implementing innovative transportation solutions in challenging environments will be invaluable to clients, helping them create safer, more resilient, and equitable transportation systems.

Relevant Experience

Hoboken Complete Streets Design Guide and Implementation Plan, NJ*

As Project Director, Ryan led the City of Hoboken’s effort to develop a cutting-edge street design guide and implementation plan for Hoboken’s Complete Streets Program. Under Ryan’s direction, the Street Design Guide utilized an innovative approach to reclassify Hoboken’s street typologies, updated the City’s nine-year-old complete streets policy, and developed a site plan review checklist to streamline the implementation of complete streets projects. The purpose of this project was to provide policy and design guidance for governmental agencies, consultants, developers, community groups, and all others involved in street design decisions with the intent to support safe, affordable, equitable, and healthy mobility options.

Frank Sinatra Drive Complete Street Redesign, Hoboken, NJ*

As Project Director, Ryan led the City of Hoboken’s effort to redesign the city’s waterfront boulevard, Frank Sinatra Drive, into a world class complete street. The purpose of the project was to transform Frank Sinatra Drive into a safer, more inclusive, resilient, and attractive street. Through Ryan’s vision and leadership, the project team used Safe System principles and proven FHWA safety countermeasures to redesign Frank Sinatra Drive. The redesign included a two-way bikeway physically separated by a buffer zone with 150 new shade trees, raised pedestrian crosswalks with Rapid Flashing Rectangular Beacons (RRFBs), curb extensions, enhanced street lighting, curbside EV charging stations, parking for persons with disabilities and ADA-compliant curb ramps, loading zones, and drainage improvements.

Additional Project Experience

- Lake County Safety Action Plan, FL
- Consulting Services for Downtown Palmetto Park Road, Boca Raton, FL
- Boca Raton Downtown Mobility Analysis and Design, FL
- Knoxville Speed Management Plan, TN
- Delco Vision Zero Action Plan, PA
- TARCOG Regional Safety Action Plan, AL
- Selma to Montgomery National Historic Trail, AL

**Completed prior to joining Alta*



Alia Awwad, PE

Project Manager

YEARS OF EXPERIENCE

23 years

EDUCATION

MCRP, Georgia Institute of Technology

BS, Civil Engineering, University of Minnesota

AREAS OF EXPERTISE

Transportation planning
 Roadway design
 Traffic analysis
 Urban planning
 Civil engineering

REGISTRATIONS

Professional Engineer:
 FL (#76279); GA (#035234); AL (#2954); DC (#PE923247); NJ (#24GE05623300)

PROFESSIONAL HIGHLIGHTS

NCHRP 17-63: Guidance for the Development and Applications of Crash Modification Factors, and 03-112: Operational and Safety Considerations in Making Lane Width Decisions on Urban and Suburban Arterials, Panel Member

Alia’s interest in transportation planning and engineering stems from a passion in providing safe, convenient, and sustainable transportation options and creating livable places. Alia’s experience in both the public and private sectors allows her to understand the policy and planning nuances that local jurisdictions encounter and manage. Additionally, Alia’s background in roadway design, traffic analysis, and context-sensitive transportation planning projects enables her to lead, communicate, and implement innovative and practical solutions to transportation issues.

Relevant Experience

Tamarac Multimodal Transportation Connectivity Master Plan, FL

Alta developed the Multi-Modal Transportation Connectivity Master Plan for the City of Tamarac. This comprehensive plan evaluates the current state of biking, walking, transit, and road networks, aiming to identify effective strategies, network enhancements, and safety improvements. The plan encompasses policy and program short, medium, and long-term recommendations, and a prioritized list of projects, which will guide the city’s future infrastructure investments. Alia serves as Principal-in-Charge.

West Palm Beach Downtown Mobility Plan, FL

To advance the Downtown Mobility Plan, Alia helped oversee the analysis and concept design of the Downtown Vision elements that focused on multimodal mobility. Additionally, Alia led multiple efforts recommended by the Plan, including reimagining Datura and Evernia Streets, managing the trolley study, and serving as Engineer of Record on the Tamarind Avenue streetscape improvement project. Alia is also currently managing the intermodal transit center redesign along Tamarind Avenue, a commuter-rail station with historical components that serves multiple transit modes.

Cape Coral Multimodal Master Plan, FL

Alta worked with a team to develop a multimodal transportation plan for the City of Cape Coral. The Plan provides long-term direction for transportation policy and the implementation of transportation projects throughout Cape Coral, laying the groundwork for enhanced biking and walking experiences. Tasks include evaluating existing conditions, conducting an extensive public engagement plan, and creating implementable multimodal transportation recommendations. Alta’s role was to integrate and prioritize active transportation and micromobility into a connected and accessible multimodal transportation network in the City. Alia served as Principal-in-Charge.

Additional Project Experience

- MetroPlan Vision Zero Action Plan, FL
- St. Petersburg Neighborhood Greenways Multimodal Studies, FL
- Dunbar Village Reconnecting Communities Pilot Grant Application, Fort Myers, FL
- Lee County MPO Project Prioritization, FL
- West Palm Beach RAISE Grant, West Palm Beach, FL



Stephanie Garcia

Assistant Project Manager

YEARS OF EXPERIENCE

11 years

EDUCATION

MS, Urban Planning and Policy Design, Politecnico di Milano, Italy

BS, Civil Engineering, National University of Colombia, Colombia

AREAS OF EXPERTISE

- Complete Streets
- Active Transportation Master Plans
- Design guidelines
- Walking Audits
- Community outreach
- Public involvement
- Tactical Urbanism
- Ribbon cutting/Ground breaking events
- Grants

PROFESSIONAL HIGHLIGHTS

2022 Smart Growth Partnership Award -Tactical Urbanism NE 3rd Avenue project

2021 Roadway Safety Award- FHWA and the Roadway Safety Foundation recognized the Complete streets Master Plan and Wilton Drive complete streets project

2020 FHWA recognition of the Walking Audits program as a Vision Zero best practice

Stephanie has a background in Civil Engineering and Urban Planning. She brings over 11 years of experience working on mobility projects including Complete Streets, Vision Zero, community engagement and outreach efforts, design and policy guidelines, grant applications, mobility plans, tactical urbanism, and walking audits. Prior to joining Alta, Stephanie established the Tactical Urbanism and Walking Audits program for the Metropolitan Planning Organization in Broward – the Walking Audits program received a recognition from the Federal Highway Administration safety office as a Vision Zero noteworthy practice.

Relevant Experience

Tamarac Multimodal Transportation Connectivity Master Plan, FL

Alta is developing the Multi-Modal Transportation Connectivity Master Plan for the City of Tamarac. This comprehensive plan evaluates the current state of biking, walking, transit, and road networks, aiming to identify effective strategies, network enhancements, and safety measures. The plan encompasses short, medium, and long-term recommendations for the policy and program, and a prioritized list of projects, which will guide the city’s future infrastructure investments. Stephanie is the Project Manager of this effort.

Downtown Mobility Plan Update, West Palm Beach, FL

Stephanie is the Project Manager of this effort. She coordinates she coordinates with the City, CRA, and the DDA, and facilitates steering committee, stakeholder, and public meetings. She also manages the development of different tasks under the Mobility Plan and coordinates work with the subconsultant regarding the transit update component.

Planning and Engineering Assistance for Safety and Resiliency Project, Broward MPO, FL

Alta is currently assisting the Broward Metropolitan Planning Organization in developing concepts and pre-design services for off-system Complete Streets projects. Alta assisted in conducting stakeholder and public involvement activities, Road Safety Audits, as well as, creating renderings, visualizations, and conceptual drawings of the corridors.

Additional Relevant Experience

- Boca Raton Consulting Services for Downtown Palmetto Park Road, FL
- 1st Ave, 12th St, 10th St Streetscape Design, Naples, FL
- Broward County Complete Streets Master Plan, FL
- Broward County Community Engagement, FL
- MetroPlan Safe Streets for All, Osceola County, FL
- Neighborhood Greenways Multimodal Studies, St. Petersburg, FL



Spencer Finch, PE, LEED AP

QA/QC Manager/Resiliency and Engineering Advisor

YEARS OF EXPERIENCE

26 years

EDUCATION

MSc, Environmental Engineering, Pennsylvania State University

BSc, Mechanical Engineering, focus on Transportation Engineering, University of Pennsylvania

BA, Political Science, Albright College

AREAS OF EXPERTISE

Transportation engineering
Bicycle/pedestrian facility planning and design
Complete Streets design
Green infrastructure design
Environmental permitting
Grant writing and management

REGISTRATIONS

Professional Engineer:
NJ (#24GE04624300)
LEED Accredited Professional

Spencer is an engineering leader with 26 years of experience. His distinctive set of skills and expertise includes transportation engineering, environmental engineering and due diligence, green stormwater infrastructure planning and design, environmental, transportation and natural resources permitting, and sustainable infrastructure. Spencer’s experience covers not only planning and engineering, but also strategic guidance, program management, business development, and team-building and management. He has expertise in grant writing/grant management, helping projects secure funding at early stages of development and advance through subsequent stages.

Relevant Experience

West Green Drive Green Stormwater Infrastructure, High Point, NC

Alta is conducting environmental documentation and categorical exclusion coordination for a proposed reconfiguration of W Green Drive (located in High Point NC), into a complete street with green stormwater infrastructure (GSI). Spencer is the Principal-in-Charge of the project.

Intersection Safety Study Phase II, Greer, SC

Alta is performing intersection safety evaluations on six intersections within the City of Greer, SC. Alta will be identifying potential countermeasures utilizing the AASHTO Highway Safety Manual, and providing a hierarchy based on price and effectiveness for each option for each intersection. Alta is providing a study document detailing the safety analyses for the six identified intersections and the countermeasures developed to improve safety at those intersections. Spencer served as Principal-in-Charge.

Belmont Pedestrian Plan, NC

Alta worked on a team to create the Belmont Pedestrian Plan update, which envisions the City of Belmont as a place where walking is safe, accessible, fun, and supportive of an active, healthy lifestyle; where people of all ages and abilities can move and access their daily needs safely by foot and by all forms of active transportation. Alta led the process of preparing the plan, which included tasks such as data collection, needs analysis, prioritization, development of implementation strategies, and performance measures. Spencer served as Project Manager.

Additional Relevant Projects

- West Palm Beach RAISE Grant, FL
- Churton Street Multimodal Corridor Study, Hillsborough, NC
- Stroudsburg Main Street - Main Street 15% Design & RAISE Grant, PA
- The Seam Study, Charlotte, NC



Brittain Storck, ASLA, PLA

Landscape Architecture Advisor

YEARS OF EXPERIENCE

21 years

EDUCATION

Bachelor of Landscape Architecture, Cum Laude, University of Georgia

AREAS OF EXPERTISE

Trail design and feasibility study
Landscape architecture
Corridor placemaking
Safety and security design
Urban trails
Rail trails

REGISTRATIONS

Professional Landscape Architect:
GA (#001754); NC (#1761);
CLARB Certified, (#40871)

PROFESSIONAL HIGHLIGHTS

Full Member, American Society of Landscape Architects (ASLA), 2010-current

Britt is a national leader who has built her career around trail and corridor placemaking, natural resource-based recreation projects, and active community design and planning. As Principal and Director of Landscape Architecture at Alta, Britt has cultivated an instinctual understanding of the complexities associated with designing public spaces in all landscape contexts. She has expertise in managing large interdisciplinary teams on highly technical corridor projects, from compliance to consensus-building. Britt brings a people-driven approach to her work with the belief that each project provides the opportunity for a community to activate, transforming its health, stimulating its economy, and boosting overall quality of life of its people.

Relevant Experience

Datura and Evernia Streetscape Improvement Project, West Palm Beach, FL

With the creation of the Downtown Mobility Plan in 2018, the City of West Palm Beach has adopted a place-based, people-oriented approach to street design. The Datura and Evernia Streetscape project is one of the first street projects the City has identified to build their re-imagined long-term vision for streets and public spaces in Downtown. Alta, with Britt as Principal-in-Charge, is leading the development of short- and long-term strategies to enhance Downtown residential life, support regional commerce, and enliven public life. Alternatives developed included creating a shared street (with no curbs), converting the streets from two-way to one-way to create more pedestrian space and slow vehicles, development of mobility hubs and integration of smart city technology, and transforming the blocks closest to the water to become extensions of the existing waterfront parks.

John Yarbrough Linear Park Feasibility Study, Fort Myers, FL

Alta was on an interdisciplinary team of planners, engineers, and landscape architects to determine the feasibility of extending the 6-mile JYLP as a part of the active transportation network. Alta completed a complex technical analysis with a series of conceptual renderings and graphics to illustrate potential crossing treatments and improvements along the corridor to provide for a high-quality trail experience. The final recommended treatments met stringent FDOT Shared-use Trail Program Requirements. Britt served as Alta's Project Manager for this effort.

Additional Relevant Experience

- Consulting Services for Downtown Palmetto Park Road, Boca Raton, FL
- West Terry Multi-Use Path Design and BUILD Grant Application, Bonita Springs, FL
- Sarasota County Trails Master Plan Update, FL
- Bonita Springs BUILD Grant Application, FL
- Winkler Canal Shared Use Path Feasibility Study, Fort Myers, FL
- Davie Trails Plan, FL



Jean Crowther, AICP

Innovative Mobility Advisor

YEARS OF EXPERIENCE

22 years

EDUCATION

MCRP, Clemson University
 BA, Religion and History,
 Furman University

AREAS OF EXPERTISE

- New mobility feasibility, planning, policy building, and design
- New mobility research and best practices
- Shared mobility system planning
- Integration with transit
- Program and policy development
- Public engagement

REGISTRATIONS

American Institute of Certified Planners (#029336)

PROFESSIONAL HIGHLIGHTS

- Shared Use Mobility Conference, 2023: *Shared Mobility for All by 2030: Headwinds and Tailwinds*
- Urbanism Next, 2023: *How to Plan a Zero Emission Delivery Zone in 60 Days*
- Facilitator, Future of Public Spaces and Placemaking Workshop, University of Oregon/ Knight Foundation, January 2020
- Urbanism Next, 2019: *Micromobility and Transit Service Delivery Opportunities in the Underserved Edges Scenario Planning for an Uncertain Future*
- Oregon Active Transportation Summit, 2019: *Small Vehicles, Big Impacts! Bikeshare and Dockless E-Scooters: What Works, What Doesn't, and What's Next?*

Jean has 22 years of experience fostering change and innovation in communities across the US. She is Director of Planning for Alta's Eastern US offices and is co-leader of Alta's Innovative Mobility Group, providing company wide guidance for shared mobility, electric mobility, and transportation technology research. Tapping into seven years as an advocate working locally for community and transportation planning, Jean skillfully applies her hands-on experience in program development, community engagement, and project implementation. She brings expertise at every geographic scale — from small rural communities to major cities, multi-county regions, and state and national scopes. Jean also served on the new Transportation Research Board Forum for Shared Mobility and Autonomous Vehicles, an industry-academic-public-sector roundtable of experts setting a national research agenda for new and emerging trends in transportation and technology.

Relevant Experience

Broward County Mobility Hubs, FL

The Broward Metropolitan Planning Organization (BMPO), in collaboration with the City of Pembroke Pines (City), conducted a Mobility Hub Master Plan for long- and short-term improvements at its Central City. After conducting a review and analysis of the plan and the city, Alta proposed preliminary recommendations for the six locations identified in the Plan. The development of these recommendations considered the context of the Central City area and best practices in creating an active, successful, and future-proofed mobility hub. The assessment started with a comprehensive approach on what to consider in a mobility hub, in order to identify location-specific recommendations. Jean was Principal-in-Charge.

Broward County MPO New Mobility Visioning Workshop, FL

Jean was the lead presenter and facilitator for this New Mobility Workshop as part of a Complete Streets training program. Approximately fifty attendees representing multiple local and county jurisdictions and private sector partners participated. The eight-hour interactive workshop discussed current trends, impacts of autonomous vehicles and new transportation technologies, and the role of local policy. Through a policy exercise and "Complete Streets 2.0" design exercise, attendees broadened their understanding of the future of mobility in the region and developed near-term actions to influence change.

Portland Metro Emerging Technology Implementation Study, OR

Jean was Principal-in-Charge of Alta's work with Oregon Metro, Portland's Metropolitan Planning Organization, and its partner agencies to identify location-specific opportunities and strategies to deploy emerging transportation technologies, such as automated, connected, and electric vehicles; car, bike, and scooter share; and ride-hailing facilities. Alta completed a regional suitability analysis, a regional equity analysis, and targeted stakeholder engagement to increase information available to both travelers and planners, and better understand how different urban, suburban, and rural geographies within the region shape implementable opportunities. The chief measure of value for service deployment and operations was its ability to reduce transportation inequities.



David Wasserman, AICP

Civic Analytics Leader

YEARS OF EXPERIENCE

12 years

EDUCATION

MURP, University of Florida, Gainesville

BS, Sustainability in the Built Environment, University of Florida, Gainesville

AREAS OF EXPERTISE

Data analytics and visualization
 Scenario planning & analysis
 Performance measures & planning metrics
 Geospatial analytics
 Accessibility analytics
 Multimodal planning
 Transit planning
 Safety analysis
 GeoAI & AI in Planning

REGISTRATIONS

American Institute of Certified Planners, AICP (#030695)

PROFESSIONAL HIGHLIGHTS

APA Foresight Committee on AI – Contributor

APA Technology Division – Vice Chair

Green Building Learning Collaborative – University of Florida Geodesign Board Member

Author of PAS Memo 111 on Artificial Intelligence & Planning Practice – 2022

Author of **The Art of Learning by Example** in APA Planning Magazine – 2020

APA Transportation Division – Member

APA Washington Chapter

David is Alta’s national Civic Analytics Leader. He applies scientific computing, spatial analysis, and scenario-focused storytelling to the development of effective and community-centered transportation planning solutions. David advises and works on multimodal transportation plans, bicycle master plans, systemic safety studies, python tool and web applications, advanced data visualizations, parking studies, direct ridership models, and station area plans. His current areas of focus include enabling data-informed scenario planning, identifying how to align community goals to metrics, and generating accessibility metrics that can assess the impacts of projects and who they benefit.

Relevant Experience

Downtown Palmetto Park Road, Boca Raton, FL

David served as an analytics lead for a select link and travel patterns analysis done as part of an evaluation of Downtown Palmetto’s possible reconfiguration. This involved identifying the approach for the analysis of short trips, trip purposes, and multimodal travel modeled to be occurring alongside Palmetto Park Rd using the Replica Places platform. This analysis resulted in a series of maps of different trips, and an interactive flow map showing different sets of trips in and around Palmetto Park Road and Downtown Palmetto.

TIGER V Grant Application & Project Prioritization Study, Lee County, FL

The Lee County MPO retained Alta develop a grant application for the 2013 USDOT TIGER program. Working closely with the MPO and local advocates, Alta submitted an application for the Lee County Complete Streets Initiative aimed at closing the gaps in a network of priority on- and off-street walking, bicycling, and transit connections. The application requested \$10.5 million and included 55 letters of support. As part of the grant application, Alta prepared a Benefit-Cost Analysis that quantified the value of transportation, health, and air quality benefits that will result from the TIGER investment. The grant was successfully awarded \$10.4 million.

West Palm Beach RAISE Grant, FL

David acted as an analytics advisor for the West Palm Beach RAISE Grant. He provided strategic advice and methodology guidance throughout the project including how to approach disaggregated demand estimates for this winning RAISE Grant Application.

Additional Relevant Experience

- Kansas City Comprehensive Sidewalks Construction Prioritization Plan, MO
- MnDOT Implementing High Priority Pedestrian Safety Improvements
- Metropolitan Transportation Commission (MTC) Active Transportation Origin-Destination Study, Bay Area, CA
- GoDurham Transit Design, Durham, NC
- Tucson Mobility Master Plan, AZ
- South Orange County Multimodal Study, CA



Kim Voros, GISP

GIS Manager

YEARS OF EXPERIENCE

23 years

EDUCATION

MURP, Portland State University

BA, Environmental Policy and Planning, Western Washington University

AREAS OF EXPERTISE

GIS modeling and analysis

Bicycle and pedestrian planning

Micromobility planning

Cartography

Data governance

Interactive maps and dashboards

Technical writing and documentation

REGISTRATIONS

GIS Professional (#91700)

PROFESSIONAL HIGHLIGHTS

Association of Pedestrian and Bicycle Professionals – Member

URISA – Member

National Collaboration – Bicycle, Pedestrian, and Accessibility Infrastructure Data – Committee Member

Author of FHWA Guidebook for Measuring Multimodal Connectivity – 2018

Kim is Alta’s GIS Manager and a leader in Alta’s Civic Analytics service area. She has been instrumental in developing critical bicycle and pedestrian analysis tools at Alta, which help transform communities across North America into places where walking and cycling are regular and common activities. Her work is focused on GIS-based modeling, cartography, infrastructure planning, network development, and implementation. She has a broad understanding of the benefits, challenges, and limitations of working with data from a wide variety of sources.

Relevant Experience

Palm Beach 2045 Long Range Transportation Plan, FL

Kim provided modeling and analysis support for the update of this LRTP which focused exclusively on multimodal opportunities and Complete Streets. All modes were given equal weight in terms of analysis, with different modes getting priority in different areas of Palm Beach County. Alta also the analysis of equity, looking at where vulnerable populations are located, as well as leading the analysis, identification, and prioritization of walking and biking projects for the LRTP.

Kansas City Budgeted Sidewalk Prioritization Tool, MO

Kim served as Lead Spatial Architect for the development of a web-based, budgeted-prioritization tool for prioritizing sidewalk investments for Kansas City. This project included the development of a robust needs analysis that included factors relating to equity, health, network connectivity, cost, and the development of pedestrian demand models. This needs analysis was then integrated into a web-based prioritization tool that consisted of an intuitive web form using range slider controls for setting priority index weights, and standard form elements for other input data collection as needed.

Brookhaven Multimodal Study, GA

Realizing Brookhaven’s potential for active living entails creating a comprehensive multi-modal network that presents a safe, connected and integrated network of bicycle, pedestrian, trail, and micromobility facilities. This Brookhaven Multi-Modal Study is implementation focused, containing detailed recommendations for a range of facility types in different contexts, cost estimates based on the current construction climate, design guidelines, and updates to land use and development codes that will leverage growth and development for bicycle, pedestrian, trail construction as well as micromobility and transit.

Additional Project Experience

- Los Angeles Open Street Program, CA
- Charleston County Comprehensive Plan, SC
- Southern Nevada RTC Regional Bike and Sidewalk Inventory Study, NV
- *FHWA Guidebook for Measuring Multimodal Connectivity*



Tom Natwick, PE

Senior Engineering Associate

YEARS OF EXPERIENCE

18 years

EDUCATION

BS, Civil Engineering,
Valparaiso University

AREAS OF EXPERTISE

Roadway design
Greenway design
Feasibility studies
Master planning

REGISTRATIONS

Professional Engineer:
MN (#62785); AL (#40000-E);
AR (#198158); CA (#C78770);
CO (#0049093); FL (#81209);
GA (#PE042749)
ID (#17145); LA (#0045265); NC
(#045928); TN (#125522);
UT (#9799949-2202)
NCEES Record Holder #55659

Tom is a Professional Engineer with a comprehensive background in civil transportation design. He has worked on projects involving active transportation, site design, roadway, pedestrian facility design, light rail, grading, stormwater management, and utilities design across the U.S. and internationally. Tom has expertise in multimodal design, Complete Streets, and accessibility and is passionate about making a positive difference in communities.

Relevant Experience

Tamarind Avenue Corridor Design, West Palm Beach, FL

Tom served as Senior Engineer for the Tamarind Avenue Corridor Design, a transit corridor in downtown West Palm Beach. Intended to transform into a more multimodal street, the design included adding channelization islands, controlled midblock crossings, as well as traffic warrant analysis and justification for a signalized intersection.

1st Avenue, 12th Street, and 10th Street Streetscape Design, Naples, FL

Alta was part of a team developing the concept for the Naples Complete Streets project in the Design District of Naples, incorporating three corridors. Tom served as Assistant Project Manager for the design and concepting phase. The project is currently in the final design phase, with Alta responsible for reviewing the signing and striping plans.

Tradition & Village Parkway Design, Port St. Lucie, FL

With Tom as Project Manager, Alta is working with the City of Port St. Lucie to retrofit the intersection of Tradition Parkway and Village Parkway to balance the needs of all users and center safety improvements for vulnerable users. Proposed improvements include adding protected intersection elements to increase safety for bicyclists and pedestrians while considering future traffic volumes as the City continues to rapidly grow. Alta has also provided presentations about protected bikeways and the proposed design, performed a detailed traffic operations analysis for multiple scenarios, and collaborated with the City to incorporate adjacent projects into the design.

Additional Relevant Experience

- Atlantic Avenue Multimodal Feasibility Assessment, Raleigh, NC
- MnDOT TH 47 Complete Streets Preliminary Design, MN
- MnDOT University Ave and 4th St Design and Public Engagement, Minneapolis, MN
- Ferst Drive Realignment, Atlanta, GA
- Olson Memorial Highway (Hwy 55) Interim Pedestrian Safety Improvements, Minneapolis, MN



Richard Virgo, PE, RSP₁ Engineering Designer

YEARS OF EXPERIENCE

8 years

EDUCATION

BS, Civil Engineering, Georgia Institute of Technology

AREAS OF EXPERTISE

Transportation Engineering
Transportation Planning
Complete Streets
GIS

REGISTRATIONS

Professional Engineer: NC (#54447)

Road Safety Professional – Level 1

Richard is an Engineer with a background in transportation engineering and transportation planning. He has experience in creating comprehensive transportation plans in both urban and rural contexts, public engagement, feasibility studies, corridor development, and Complete Streets, having worked on projects across North Carolina and California. Richard works on engineering projects, including intersection retrofits and greenway corridors, as well as planning projects, including past experience with transportation plans in a multi-county and MPO-wide context, as well as other GIS and data analyses. Richard’s professional interests include transportation engineering, tactical urbanism, demonstration projects, and Complete Streets.

Relevant Experience

Broward MPO Road Safety Audits, FL

Alta worked with Broward MPO to conduct road safety audits along several key corridors in Broward County. The Alta team noted deficiencies and potential issues along these corridors and developed recommendations on how to improve safety conditions for bicyclists and pedestrians. Richard served as an engineer on the project.

Cape Coral Multimodal Transportation Plan, FL

Alta worked to develop a multimodal transportation plan for the City of Cape Coral. The Plan provides long-term direction for transportation policy and the implementation of transportation projects, laying the groundwork for enhanced biking and walking experiences. Tasks included evaluating existing conditions, conducting an extensive public engagement plan, and creating implementable multimodal transportation recommendations. Richard served as Engineer.

Tamarac Multimodal Transportation Connectivity Master Plan, FL

Alta is developing the Multi-Modal Transportation Connectivity Master Plan for the City of Tamarac. This comprehensive plan evaluates the current state of biking, walking, transit, and road networks, aiming to identify effective strategies, network enhancements, and safety measures. The plan encompasses short, medium, and long-term recommendations for the policy and program, and a prioritized list of projects, which will guide the city’s future infrastructure investments. Richard is an Engineer on this effort.

Additional Relevant Experience

- West Palm Beach Downtown Mobility Plan, FL
- Silver Bluff Traffic Calming Study, Miami, FL
- Palmetto Park Road Downtown Mobility Study, Boca Raton, FL
- Immokalee Complete Streets (TIGER Grant), Area 4, Collier County, FL



Cyrus Chimento

Civic Data Analyst

YEARS OF EXPERIENCE

7 years

EDUCATION

MS, Geospatial Information Science, University of Maryland
 BA, Biology, minor in Environmental Studies, Mathematics, and Philosophy, St. Mary's College of Maryland

AREAS OF EXPERTISE

Data science
 GIS/CAD
 Web development
 Databases

Cyrus is a geospatial data scientist with more than seven years experience working in the active transportation space. He specializes in developing data, analyses, and tools that impact decision-making, and is good at striking the right balance of technical detail and plain-language to tell compelling stories to different audiences.

Relevant Experience

Kalamazoo SS4A Intersection Upgrade, MI

Alta is working with the City of Kalamazoo to conduct a citywide assessment of pedestrian infrastructure gaps and needs. Cyrus is leading analysis, which will examine data on sidewalks, crossings, speeds, travel behavior, and roadway attributes to quantify factors that impact walking activity and identify areas that have both high need and high demand or are near special trip generators. Additionally, Alta will conduct a citywide analysis of pedestrian intersection safety to evaluate pedestrian infrastructure at all intersections with pedestrian-involved crashes in the last ten years and at all signalized intersections.

Modesto SS4A Action Plan, CA

For this project, Cyrus helped develop a comprehensive systemic safety analysis to evaluate contextual risk factors—such as number of lanes, posted speeds, traffic volumes, intersection types, and built environment contexts—associated with severe collisions across vehicle, bicycle, and pedestrian modes. The analysis mapped crashes to roadway segments, calculated risk ratios (total proportions of EPDO weighted collisions per proportion of centerline miles for each contextual characteristic), and aggregated these measures into a network-wide risk index. Findings showed that multi-lane corridors, higher traffic volumes, streets with longer crossing spacing, and commercial zoning were associated higher risk ratios.

BMC Regional Bike Network, Baltimore, MD

Alta assisted Baltimore County in developing a Bicycle and Pedestrian Master Plan with the goal of creating safe walking and bicycling networks within the County. As a part of this effort, the Alta team updated the active transportation infrastructure inventory and conducted analyses to highlight areas of demand and identify areas in need of equitable resources and safety improvements. Cyrus helped develop a complete streets inventory and analysis to guide future improvements to the County's roadway network with the goal of creating a safe road network with facilities and amenities for all user types.

Additional Relevant Experience

- MTC Analytics Support for Vital Signs, Bay Area, CA
- Baltimore Regional Bicycle Network, MD
- Lennox Pedestrian Plan, Los Angeles, CA
- Greensboro SS4A Action Plan, NC



Chelsea Cole

Landscape Designer

YEARS OF EXPERIENCE

10 years

EDUCATION

Masters of Landscape Architecture, Washington University, St. Louis, MO

BA, Architecture, University of Tennessee at Knoxville

AREAS OF EXPERTISE

Digital and 3D graphics

Urban greenway design

Wayfinding

Design guidelines

PROFESSIONAL HIGHLIGHTS

American Society of Landscape Architects (ASLA)

National Organization of Minority Architects (NOMA)

Accessibility for Ontarians with Disabilities (AODA) Certification, 2020

Chelsea is a creative designer who uses her knowledge in architecture and landscape architecture to help create positive social spaces. She strives to bridge the gap for cohesive dialogue between the design professions. Her passion is to make connections socially and ecologically between different communities. Chelsea has focused her career on providing opportunities for people from all walks of life to be able to safely enjoy outdoor recreational spaces and transits while simultaneously learning about the positive impact these spaces have on their way of life.

Relevant Experience

Naples Streetscape Design, Naples, FL

Alta is creating conceptual and cull designs for 3 corridors in Historic Downtown Naples, FL. Chelsea is providing graphics support to the project, as well as working with the project team to propose improvements to the streetscape.

Planning and Engineering Assistance for Safety and Resiliency, Broward County, FL

Alta is currently assisting the Broward Metropolitan Planning Organization in developing concepts and pre-design services for off-system Complete Streets projects. Alta assisted in conducting stakeholder and public involvement activities, Road Safety Audits, as well as, creating renderings, visualizations, and conceptual drawings of the corridors. Chelsea is working with the project team to develop renderings, photosims, and visualizations for this effort.

Tamarac Multimodal Transportation Connectivity Master Plan, FL

Alta is developing the Multi-Modal Transportation Connectivity Master Plan for the City of Tamarac. This comprehensive plan evaluates the current state of biking, walking, transit, and road networks, aiming to identify effective strategies, network enhancements, and safety measures. The plan encompasses short, medium, and long-term recommendations for the policy and program, and a prioritized list of projects, which will guide the city's future infrastructure investments.

Atlanta Beltline Westside Trail Extension, GA

The Westside Trail Extension will close a very important 1.3-mile gap in the circuitous rail-to-trail system, connecting the existing Westside Trail and Westside BeltLine Connector. Atlanta BeltLine is one of the largest, most wide-ranging urban redevelopment programs in the United States. All segments include the consideration of a parallel light rail transit envelope, public art and park space and environmentally resilient materials. Alta and project partners are providing environmental services, landscape architecture, engineering, and construction services including administration, management, and bid procurement. Chelsea is a Designer working on recommendations and visualizations.



Audrey Cabay

Planner

YEARS OF EXPERIENCE

3 years

EDUCATION

BA, Health Sciences, Rice University

AREAS OF EXPERTISE

Engagement
Planning recommendations

Audrey discovered the intersection of sustainability, aesthetics, and practical, positive change in transportation planning while completing her BA in Public Health. After researching transportation equity in new shared mobility contexts at Texas A&M Transportation Institute, she joined Alta to contribute to high-quality, impactful work for people and the environment.

Relevant Experience

Cape Coral Multimodal Master Plan, FL

Alta worked with a team to develop a multimodal transportation plan for the City of Cape Coral. The Plan provides long-term direction for transportation policy and the implementation of transportation projects throughout Cape Coral, laying the groundwork for enhanced biking and walking experiences. Tasks included evaluating existing conditions, conducting an extensive public engagement plan, and creating implementable multimodal transportation recommendations. Audrey helped the team develop the recommendations using GIS based on the City’s planned grid and future developments.

Tamarac Multimodal Master Plan, FL

Alta is working with the City of Tamarac to develop a comprehensive multimodal transportation master plan document that will provide recommendations for short, medium and long range projects for existing and future transportation needs. Audrey participated in the public engagement effort and analyzed feedback received from the community. She also assisted with writing the final report and making recommendations.

Palmetto Park Road Improvements, Boca Raton, FL

Alta is leading the reimagining of E Palmetto Park Road in Downtown Boca Raton. This effort will transform the corridor in a way that improves safety and multimodal infrastructure, serving all modes of transportation and maintaining the unique character of Downtown Boca Raton. As a production planner, Audrey is helping the team conduct crash analyses, digitize assets, review policy, and develop maps and surveys. She also produces materials for attends public engagement meetings.

Additional Relevant Experience

- Dunbar RCN Grant, Fort Myers, FL
- Silver Bluff Traffic Calming, Miami, FL
- St. Petersburg Neighborhood Greenways, FL
- Palmetto Park Road Improvements, Boca Raton, FL
- Naples Streetscape Design, FL



Ryan A. Johnson

Web Developer

YEARS OF EXPERIENCE

18 years

EDUCATION

BA, Linguistics, University of Minnesota Twin Cities
University of Tromso, Norway

AREAS OF EXPERTISE

Website Development and Programming
Natural Language Processing

Ryan is a web developer with 18 years of experience in web programming, web technology, full-stack web development, and natural language processing. He offers experience with a variety of programming languages, and has worked for a range of clients in modern web environments and languages. He has experience rebranding websites, creating templates that can easily be used by clients, and designing website applications (including backend, frontend, deployment, and data collection and organization). He is also experienced with a range of open-source web-oriented GIS and mapping tools. Ryan works collaboratively with designers and other technical staff to implement functional and user-friendly website improvements for a range of projects.

Relevant Experience

I-710N Mobility Hubs Plan, Los Angeles, CA

Alta led the development of the I-710N Mobility Hubs Plan, which evaluated existing projects and plans in the study area, assessed the availability of different modes of transportation, analyzed multi-modal supportive infrastructure and place-making strategies, and considered future mobility trends to inform the identification of 10 priority Mobility Hub locations and improvements that address mobility and public space issues.

SCAG Arrow Highway Multimodal Regional Corridor Plan, San Gabriel Valley, CA

Alta worked with the Southern California Association of Governments (SCAG) to develop a Multimodal Regional Corridor Plan for Arrow Highway, a 10-mile major arterial spanning several cities in the San Gabriel Valley (SGV) region. The goal of the plan is to improve access to active transportation, improve air quality and increase the safety of the roadway for all users through providing a safe and inviting multijurisdictional corridor for active transportation users in the San Gabriel Valley. As a Web Developer for this project, Ryan created a website that allowed the community to learn about the project and provide input.

St. Louis County Action Plan for Walking and Biking, MO

For this holistic Action Plan, St. Louis County aimed to understand the trends affecting transportation and how to improve walking and bicycling conditions throughout the County. Alta collected data and distilled results into recommendations that were provided in a guideline format. Alta also conducted community engagement for this project to further inform recommendations and project prioritization. Ryan developed a website for this project, which helped provide information to the public and garner feedback and support.

Additional Relevant Experience

- Dallas Bicycle System Plan Update, TX
- NMDOT Statewide Pedestrian System Plan, NM
- NHDOT Statewide Bicycle and Pedestrian Plan, NH



Scott Garth, PE, LEED AP ND

Stormwater Engineer

YEARS OF EXPERIENCE

32 years

EDUCATION

BS, Civil Engineering,
University of South Florida

AREAS OF EXPERTISE

Stormwater modeling
Watershed modeling
Drainage design

REGISTRATIONS & CERTIFICATIONS

Professional Engineer:
FL (#70364)
LEED AP ND: #10691885

PROFESSIONAL HIGHLIGHTS

Florida Engineering Leadership
Institute (FELI), 2014

Scott serves as a Vice President for DRMP's Municipal Market Sector. He is responsible for project management, company growth, client relations, design and technical oversight of staff. He also serves as a Project Manager in DRMP's Water Resources Division. Mr. Garth has worked on many different types of transportation and drainage design projects accumulating a tremendous amount of overall engineering and permitting experience. Mr. Garth has attained certification as a LEED Accredited Professional, specializing in Neighborhood Development (ND) in his effort to provide sustainable and cost-efficient solutions.

Relevant Experience

Downtown Utility and Streetscape Improvements, City of Fort Myers, Lee County, FL

Scott is the Lead Drainage Engineer for seven miles of storm sewer redesign and permitting through the SFWMD. Project also involved urban streetscape and utility coordination. DRMP oversaw infrastructure improvements to City-owned utilities (including water, wastewater and reuse water) and implemented a downtown master plan developed by renowned architect and urban planner Andres Duany. The project required a master plan for utilities for the entire downtown district, to accommodate future growth predicted along the Caloosahatchee River, as well as conceptual planning and design of new sidewalks and pedestrian amenities.

Critical Culvert Inspections 2024, Hillsborough County, FL

As Project Manager, Scott performed a visual inspection of 874 storm pipes within the eastern and southern portions of the County. The purpose of the study was to assist the County in identifying storm pipes that require repair or replacement. The approach to the inspection used the FHWA Stormwater Pipe Inspection methodology. Services included field inspection, GIS inventory, condition rating, and report documentation. The condition rating included pipe material, diameter, condition of pipe, safety issues, flooding potential/risk, and site photos. ESRI Field Maps was used to record the pipe condition and field conditions.

Stormwater Master Plan, University of South Florida (Tampa Campus), Hillsborough County, FL

Scott is the Drainage Designer for implementation of various tasks associated with the Stormwater Master Plan. Projects included the design of a large trunk line storm sewer along Maple Drive in the heart of the USF campus. The roadway segment was an existing curb and gutter section with oak trees along the east side. Coordination with utilities and preservation/replacement of existing trees was part of the process. Another task included the expansion and enhancement of an existing pond adjacent to the Fine Arts Building (across from Moffit Cancer Center). The pond enlargement was needed to meet SWFWMD criteria and was designed to be aesthetically pleasing. The pond design included the installation of an impermeable liner to maintain a wet pond, a fountain, and a conspan arch pedestrian bridge. Other water quality components included a littoral shelf design, vegetative plantings and removal of nuisance vegetation.



Christine Dalickas, PE

Traffic Engineer

YEARS OF EXPERIENCE

23 years

EDUCATION

BS, Civil Engineering,
University of Florida

AREAS OF EXPERTISE

Signalization plans
Roadway widening

REGISTRATIONS & CERTIFICATIONS

Professional Engineer:
FL (#62423)

Christine serves as a Roadway Project Engineer for DRMP's Transportation Market Sector. She is responsible for plans production for transportation/traffic engineering projects including signalization plans, signing and pavement marking plans, intelligent transportation systems, lighting plans, traffic control plans and minor roadway widening projects.

Relevant Experience

Oakland Park Sidewalk Replacement, FDOT District Four, Broward County, FL

As Engineer of Record, Christine is responsible for the design of the signing and pavement markings for the sidewalk improvements. DRMP was awarded this project as a subconsultant and it consists of proposing sidewalk along 14 local street in the City of Oakland Park. This project is a Broward MPO funded mobility project on off-system roadways. Critical scope items include ADA sidewalk, swale regrading and drainage improvements, signing and pavement markings, utility coordination and public involvement with residents and schools.

Sample Road Interchange Improvements at I-95, FDOT District Four, Broward County, FL

As Engineer of Record, Christine is responsible for the design of the signing and pavement markings and the design of the signalization of the I-95 northbound and southbound off-ramp intersections for this project that consists of reconstruction of the I-95 and Sample Road interchange, includes widening the existing I-95 bridge over Sample Road and reconstructing the on and off ramps. This projects also consists of roadway widening of an off system roadway - NE 3rd Avenue, and intersection improvements at the intersection of Sample Road and NE 3rd Avenue. The project is currently in construction.

SR 5/US 1 (N Dixie Highway) Resurfacing Project from N Quadrille Boulevard to Palm Beach Lakes Boulevard, FDOT District Four, Palm Beach County, FL

Christine is the Deputy Project Manager and Engineer of Record for this signing and pavement markings and signalization design for the development of the design/contract documents for the milling and resurfacing of this urban corridor within the City limits of West Palm Beach. This project also includes correction of substandard pavement cross-slope, as well as addressing substandard ADA features, signalization and signing and pavement marking upgrades. Extensive coordination with Palm Beach County and City of West Palm Beach staff was also required as part of this project.

SR A1A at SE 8th Street, NE 5th, Street, NE 10th Street and at Overlook Condo, Broward County, FL

As Engineer of Record, Christine is responsible for the design of unsignalized marked crosswalks and associated ramps to cross SR A1A (Ocean Boulevard) at these three intersections and a major residential driveway. Project included roadway design, signing and pavement marking and traffic control plan including lane closure analysis.



Patsy Fuschetto, PE

Traffic Engineer

YEARS OF EXPERIENCE

21 years

EDUCATION

BS, Civil Engineering, Florida International University

AREAS OF EXPERTISE

Lighting and signalization
Roadway design

REGISTRATIONS & CERTIFICATIONS

Professional Engineer:
FL (#70364)

PROFESSIONAL HIGHLIGHTS

Advanced Work Zone Traffic Control

Patsy serves as a Roadway Project Manager for DRMP's Transportation Market Sector. He is responsible for project management and plans review, design and analysis, quality assurance/quality control for a wide range of project types. His design experience includes safety improvements, resurfacing, restoration and rehabilitation, cross slope correction, roadway widening and roadway reconstruction projects varying from 2-lane, 2-way facilities to complex interchanges. His experience also includes lighting, signalization, temporary traffic control plans, utility coordination, signing and pavement marking, pavement design, plans preparation, estimation of quantities and specifications.

Relevant Experience

Old Club Road and University Drive Roundabout, City of Parkland, Broward County, FL

Patsy is the Senior Lighting Engineer responsible for the design and layout of the decorative roadway lighting within the proposed roundabout for the intersection of University Drive and Old Club Road. Design elements include survey, roadway and drainage design, utility coordination and investigation, signing and pavement markings, hardscape and landscape design.

Coconut Boulevard from South of 78th Place to South of Northlake Boulevard, Palm Beach County, FL

As Senior Roadway Engineer, Patsy is responsible for the horizontal geometric layout during the Master Plan phase. This is a roadway widening/reconstruction project on Coconut Boulevard from 78th Place North to Northlake Boulevard. The project consists of widening Coconut Boulevard from a 2-lane to a 4-lane roadway with two middle turn-lanes. The project also involves adding a complete stormwater management system to the new roadway, out-falling to designated ponds within the corridor. The utility coordination involves identifying potential conflicts for existing utility/residential features with the proposed roadway work. Additional disciplines include drainage, utility coordination, environmental permitting and signing and pavement marking.

Collins Avenue Design, CHA Consulting, Inc. for FDOT District Six, Miami-Dade County, FL

Patsy is the Signalization Engineer of Record responsible for the analysis, design, plans production and quantities for this resurfacing, restoration, and rehabilitation project focused on enhancing SR A1A/Collins Avenue from 41 Street to north of the 4700 Block in the City of Miami Beach. Key aspects included milling and resurfacing, updating signing and pavement markings, and adding a second right-turn lane from southbound SR A1A to westbound 41 Street. Pedestrian safety enhancements were a major focus, with upgrades to pedestrian ramps and the installation of detectable warnings. The project also featured traffic monitoring site services and a signalized intersection lighting retrofit at SR A1A and the 4700 Block. Additionally, signalization upgrades at six intersections, new pedestrian signalization, pedestrian detectors, signs, the addition of a second pedestrian crosswalk at three intersections, and new electrical service were integral components of the project.



Samir Farra Otero, PE

Stormwater Engineer

Samir serves as Water Resources Engineer for DRMP's Civil Services Market Sector. In this role, his duties include stormwater modeling studies, plans and drainage report preparation and analysis of proposed solutions.

YEARS OF EXPERIENCE

5 years

EDUCATION

BS, Civil Engineering,
University of Central Florida

BS, Environmental Engineering,
University of Central Florida

AREAS OF EXPERTISE

Stormwater modeling

Stormwater analysis

REGISTRATIONS & CERTIFICATIONS

Professional Engineer:
FL (#97959)

Relevant Experience

South Street Design Study Drainage Improvements, City of Fort Myers, Lee County, FL

Samir was the Stormwater Intern responsible for assisting in completing the City's existing stormwater drainage model and worked to develop an alternative model to improve flooding conditions. This project provided a site, stormwater and transportation engineering consultation for 3.6 acres of property located at 3348 South Street, Fort Myers, Florida. Phase 1 of this project provided engineering and consulting services to the South Street Steering Committee by preparing design and layout exhibits and sketches for the property, as well as conducting a survey of the residents in the area for their preferred options.

South Street Drainage and City View Park, City of Fort Myers, Lee County, FL

As Stormwater Engineer, Samir was responsible for the update of surface water model for existing conditions for the design and construction of a community park and upgrading the drainage in the surrounding neighborhood in the City of Fort Myers, Florida. Multiple storage options were analyzed to maximize the storage capacity within the park system for both the onsite and offsite drainage. The project included: design, surveying, and right-of-way mapping. Also, he was involved in required calculations for modeling, like datum conversions between survey and model and the material preparation for meetings with the City.

Palm Coast Stormwater Master Plan – Primary Systems, City of Palm Coast, Flagler County, FL

Samir was the Stormwater Intern responsible for storm floodplains in GIS for City of Palm Coast master stormwater modeling project. A comprehensive hydrologic and hydraulic computer master model was prepared for the entire City's jurisdiction using the computer program ICPR4. The model will be used to create floodplain maps, analyze flooding and develop improvements to the primary system of canals and control structures. Mr. Farra Otero's tasks included data collection, time of concentration and land use sampling calculations, modeling and GIS analysis.

Imperial Point Drainage Improvements, Pinellas County, FL

As Stormwater Engineer, Samir was responsible for completing drainage study of proposed improvements for the subdivision, including the expansion and refinement of a surface water modeling, conducting results analysis to meet County's LOS criteria defined for retrofit projects and conveying analysis and results to the client in a PER format. He will be part of the ongoing supplemental study for this project, which includes the incorporation of one County's surface water model into our model file for an expansion of the study area for a drainage study to alleviate residential flooding. The study includes data collection, survey services, geotechnical, ICPR4 modeling, alternative analysis and a Preliminary Engineering Report.



Angela Biagi, PLA, LEED AP BD+C

Planning Director

YEARS OF EXPERIENCE

24 years

EDUCATION

BLA, University of Illinois

REGISTRATIONS & CERTIFICATIONS

Professional Landscape Architect: FL, (#LA6666787)

PROFESSIONAL HIGHLIGHTS

American Society of Landscape Architects

Congress for the New Urbanism

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 and private realms. An active member of her community and respected professional in the industry, her passions include urban design, complete streets, and multimodal 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.

Relevant Experience

Walnut Street, City of Green Cove Springs, FL

Walnut Street is the historic main street for the town of Green Cove Springs. WGI prepared construction plans for this streetscape improvement project, including shade trees and other aesthetic and pedestrian improvements, to underscore this important gateway into downtown. The curbless design supports a multi-purpose street that can accommodate festivals, food truck events, and spur economic revitalization of the area. WGI services for this project included roadway and drainage, lighting, landscape/hardscape, survey, permitting with St. Johns River Water Management District (SJRWMD) and the Florida Department Of Environmental Protection (FDEP), and subsurface utility engineering.

Cherry Road TPA Grant 2020, Westgate Belvedere Homes Community Redevelopment Agency

Angela was the quality control manager for the project. WGI was retained to prepare a project feasibility report and provide grant writing assistance for the Palm Beach County TPA Transportation Alternatives Program grant cycle. WGI prepared a master plan graphic, designed typical cross section alternatives, and prepared cost estimates for pedestrian safety improvements. The project was awarded a \$1M grant from the TPA grant program.

Banyan Boulevard, Australian Avenue to Flagler Drive, City of West Palm Beach, FL

Angela led the urban design and was the landscape architect of record on the project. The goal of this corridor redevelopment was to create a vibrant street and a downtown gateway, prioritizing pedestrians and cyclists, and integrate alternative mobility infrastructure, as well as safely accommodating automobiles. The recommended typical section incorporated a raised protected cycle track for the length of the corridor, protecting cyclists from vehicular conflicts and reducing the width of pavement, which encourages slower, safer driving speeds.



Eric Orndorff, PSM

Survey and Data Engineer

YEARS OF EXPERIENCE

23 years

EDUCATION

MS, Civil Engineering
(Surveying and Mapping),
University of Florida

BS, Geography, Pennsylvania
State University

REGISTRATIONS & CERTIFICATIONS

Professional Surveyor/Mapper:
FL (#LS7248)

Professional Land Surveyor:
MD (#21219); PA(#SU075125);
NC (#L-5480); KY (#4530)

Eric is an experienced market leader for geospatial services, with over 20 years of experience in engineering consulting. He is well-versed in providing geospatial services on municipal surveying and GIS projects. Eric spent most of his career serving state and local clients on infrastructure improvement and asset management projects. He has a propensity for bringing GIS solutions to his surveying work, approaching projects with appropriate accuracies, and integrating multiple data sources. Eric has delivered projects in various coordinate systems and vertical datums including NAVD88 and NGVD29. He has led surveys for countless projects to support water and stormwater infrastructure projects, area-wide sanitary sewer, transportation corridors, natural gas midstream pipelines, energy transmission projects, and dozens of municipal infrastructure GIS projects. He has presented at numerous national and regional conferences and written for professional publications.

Relevant Experience

Plan Reviews, City of Groveland, FL

Eric conducted routine reviews of site plans, construction plans, and plats for proposed developments, crafting written responses to consultants based on reviews, relevant city ordinances, and F.S. Chapter 177. WGI was contracted to provide support services on an as-needed basis for a scope of services including legal descriptions, digital terrain modeling, aerial and topographical surveying and mapping, land surveying, parcel mapping, platting, geographic information systems development and support, and utility system mapping.

Master Survey Agreement, City of Oviedo, FL

Eric provided oversight of site control and as-built surveying along with periodic quality control reviews. WGI provided professional surveying services for miscellaneous projects throughout Oviedo under this task order-driven master services contract. Services included preparation of land surveys, boundary surveys, topographic surveys, tree surveys, right-of-way location surveys, legal descriptions, plat and map reviews and recommendations, title searches, as-built surveys, construction staking, cross-sections for drainage basin analysis, design surveys, construction layout and subsurface utility locations, and GIS grade mapping.

Surveying Services MSA, Various Counties, PA and WV

Eric managed all boundary and topographic surveys, the design and permitting of natural gas well pads and midstream pipelines, the construction staking of pad and access roads, and erosion and sediment pollution controls. The scope of services included creating pad plats for review by the Pennsylvania Department of Environmental Protection (PADEP), performing surveys to support the Pennsylvania Department of Transportation (PennDOT) highway occupancy permits (HOPs) and various PADEP general permits for stream and wetland encroachments, preparing pooling unit exhibits for landowner royalty payments, and managing all stakeout and as-built surveys on the seven-mile Katie Pipeline.



John Cerreta, PE

Roadway Engineer

YEARS OF EXPERIENCE

32 years

EDUCATION

MS, Structural Engineering,
University of South Florida

BS, Civil Engineering,
University of South Florida

REGISTRATIONS & CERTIFICATIONS

Professional Engineer: FL
(#PE53992)

Advanced Maintenance of
Traffic

REGISTRATIONS & CERTIFICATIONS

American Society of Civil
Engineers

American Society of Highway
Engineers

Florida Engineering Society

National Society of Professional
Engineers

John has diverse transportation experience, including project management, project development and environment (PD&E) studies, design feasibility studies, final roadway and structural design, coastal and marine structural and program management support, design-build owner's representative for RFP and design criteria development and management, and design-build teaming and management. John is proficient in project management, scope and staff hour development, scheduling, and progress reporting on roadway design contracts. As senior project manager, his current general duties include overseeing and/or assisting with the production of transportation projects, progress reporting, financial status, and schedules.

Relevant Experience

Banyan Boulevard Phase II, Design and Contract Document Services, Australian Avenue to Flagler Drive, Palm Beach County, FL

John was the project manager for this complete street project. Banyan Boulevard functions as a gateway into downtown West Palm Beach for many government employees and residents. Typical roadway sections were developed to transform the corridor into a bicycle and pedestrian-friendly link. The recommended typical section incorporated a raised protected cycle track for the length of the corridor, protecting cyclists from vehicular conflicts and reducing the width of pavement, which lends itself to slower driving speeds. The use and placement of the tree canopy creates a sense of enclosure and visual order. Due to the urban setting, soil cells installed underneath the sidewalk were a key component to the overall design to ensure the trees would have enough soil and water to thrive. Bioswales planted with native ground cover were used to alleviate drainage issues throughout the corridor.

CR 798 (Palmetto Park Road) over LWDD E-4 Canal (El Rio Canal) Bridge Replacement, Palm Beach County, FL

John performed plans review and design quality control services. The project consists of the replacement of the Palmetto Park Road (CR 798) bridge over the El Rio Canal/Lake Worth Drainage District E-4 Canal. The proposed bridge will be positioned off center to the north of the existing bridge, requiring the realignment of Palmetto Park Road for approximately 1,200 feet east and west of the bridge crossing.

NW 29th Street Complete Streets, Broward County, FL

John was the project manager and engineer of record for this complete street project. Under WGI's districtwide minor design contract with FDOT District 4, this task word order included engineering services for the widening of NW 29th Street from SR-845/Powerline Road to Andrews Avenue to accommodate bike lanes within the project limits. Additional improvements included constructing a missing sidewalk segment, signing and pavement marking, pedestrian signal upgrades, and localized drainage improvements. Improvements with the City of Wilton Manors included early public engagement with all local stakeholders to ensure public support.



Kristen Nowicki, AICP

Planner

YEARS OF EXPERIENCE

24 years

EDUCATION

MURP, University of Florida
BS, Environmental Science,
University of Florida

AREAS OF EXPERTISE

Development review
CRA plans
Multi-disciplinary projects

REGISTRATIONS & CERTIFICATIONS

American Institute of Certified Planners (#023382)

PROFESSIONAL HIGHLIGHTS

Broward Section of the American Planning Association, Past Chair
Leadership Broward, Class XLI

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.

Relevant Experience

The Fort, Fort Lauderdale, FL

Kristen led the consultant team through the development approval process. The Fort is a public-private partnership with the City of Fort Lauderdale to develop recreational uses within the existing Snyder Park, featuring 46 pickleball courts, concessions, and additional recreational amenities.

Advantis Station in Flagler Village, Fort Lauderdale, FL

Advantis Station is a 12-story multi-family residential building with structured parking for 252 units and approximately 1,200 square feet of commercial space with frontage on NE 3rd Avenue and Sistrunk Boulevard. Four ground floor units are for “live/work,” allowing small business owners to have a separate commercial space within their apartments. To achieve redevelopment approval on the 1.42-acre site, WGI led a Level III Site Plan with Conditional Use and a parking reduction order.

Progresso Village, Fort Lauderdale, FL

WGI partnered with Prospect Real Estate Group to transform a 1.3-acre site used as a vehicle salvage yard for almost 70 years into a dynamic mixed-use community with recreational, commercial, and residential spaces. The proposed development consists of a multi-family residential building with structured parking for 167 dwelling units, two of which are live/work units, and approximately 1,500 square feet of commercial space at the height of 11 stories. The site also includes a variety of amenities, including a ground-level dog park and yard games for the residents. This site is in the Progresso Village area in the Northwest Regional Activity Center, Mixed-Use East (NWRAC-MUE), which has a master plan with design guidelines. The WGI team created a Level II Site Plan and parking reduction order to attain approval for the development plan.

Community Redevelopment Area Expansion and Time Extension, South Miami CRA, South Miami, FL

Kristen conducted a site inventory of the current CRA and proposed expansion area, facilitated community outreach, and prepared multiple reports including a site inventory, finding of necessity, assessment of need, CRA justification report, and an update to the community redevelopment plan. The team was contracted to extend the timeline of the CRA and expand its boundaries per the requirements of Florida Statutes and Miami-Dade County.



Lisa Nisenson

New Mobility/Connected Communities Planner

YEARS OF EXPERIENCE

33 years

EDUCATION

MA, Education Administration,
Harvard University

BA, Biology, Meredith College

AREAS OF EXPERTISE

New Mobility

Placemaking

Parking

PROFESSIONAL HIGHLIGHTS

American Planning Association,
Sustainable Communities
Division

American Planning Association,
Smart Cities Task Force

TEDx Talk, 2015

Lisa is a respected urban designer known for combining timeless community design and innovation with 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. Recent innovative projects include performance-based parking plans, sustainable mobility plans, and customized funding recommendations. Her passion is reinventing community planning processes and tools to meet trends and challenges.

Relevant Experience

East Palmetto Park Road Complete Streets Plan, Boca Raton, FL

Lisa is the Parking and Mobility Lead for a complete streets and mobility plan in downtown Boca Raton, Florida, with a focus on a main east-west corridor and evacuation route. Lisa is looking for creative ways to better use existing parking and improved circulator service, biking, and walking so Boca can continue to grow without gridlock.

Mobility Plan, City of Lake Worth Beach, FL

Lisa lead the mobility, policy, and funding aspects of a plan to develop mobility improvements and solutions that align with grant program criteria on mobility technologies, safety, climate, and equity for the city's diverse community. The team used innovative data analysis and a decision support framework that allowed the public and elected officials to understand and rank priority action.

Ultimate Urban Circulator (U2C) Autonomous Vehicles (AV) Program, Jacksonville, FL

As part of the U2C project, Lisa will worked with the Jacksonville Transit Authority to develop and execute stakeholder outreach for the autonomous transit shuttle service in downtown Jacksonville, making this the largest deployment of AV shuttles in the United States.

Parking and Curbside Management Master Plan, City of Delray Beach, FL

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, digital signage, updated permits, mobility, infrastructure improvements, and a technology roadmap.

Sustainable Mobility Plan, Town of Wellesley, MA

Lisa led stakeholder engagement, data strategy development, research, and analysis for new mobility solutions to reduce transportation-related climate impacts and add resiliency to the town's transportation and mobility systems. Concepts for the plan included both mobility (transit, shared-use mobility, safe routes to school) and land use approaches (15-minute city, transit-oriented development).



Monica Diaz

Senior Community Outreach Specialist

YEARS OF EXPERIENCE

21 years

EDUCATION

BA, Journalism and Mass Communication, Arizona State University

AREAS OF EXPERTISE

Project management
Strategic communications
Planning and Environmental communications

PROFESSIONAL HIGHLIGHTS

FEMA Certified
Creative Director Media and Public Speaking Coaching

Monica is a bilingual communications professional, experienced in public involvement, public relations, print journalism and integrated marketing communications. As Principal of Infinite Source Communications, she has more than 21 years of professional experience including managing staff and communications budgets and overseeing national marketing campaigns. She personally managed outreach for over 60 roadway projects throughout South Florida, serving as the lead spokesperson for FDOT District Six Construction and City of Miami Beach. She has experience managing high-profile public involvement/public relations projects, building public consensus, communicating with key stakeholders and media, and executing marketing and design efforts for multiple clients.

Relevant Experience

City of Fort Lauderdale Next Stop Fort Lauderdale Planning Study, Broward County, FL

Monica worked with the team to develop a promotional campaign to raise awareness and garner public attention. Efforts included an e-blast campaign, participation at local events, and HOA presentations.

FDOT D4 Districtwide Office of Modal Development (OMD) Special Projects & Communication Services, Broward County, FL

Monica works with OMD to manage contract deliverables, budgets and program current and upcoming campaigns. Recent tasks included developing a research report for Motor Transit Safety, launching Be Rail Smart and planning for the Transit Safety Campaign in June 2023 and 2024.

Rickenbacker Causeway Master Plan, Miami-Dade, FL

Monica leads all community engagement and outreach for the plan as well as attends stakeholder and elected official briefings, and special events.

SW 10 Street Connector PD&E Study, City of Deerfield Beach, Broward County, FL

Monica is responsible for developing a community outreach campaign to garner positive feedback from the local community. Strategies included, an e-blast and social media campaign, LED truck advertising, direct outreach, and pop-up events.

Turnpike (SR 91) from South of I-595 to Wiles Road, Broward County, FL

Monica worked with the Turnpike to developed and publish an online public meeting room as well as facilitate the coordination and attendance of the Kick-off Public meeting, which had over 400 people in attendance.

SFRTA 2045 RTP Website Development and Social Media, Broward County, FL

Monica worked with the regional team to develop the vision for the 2045 Regional Transportation Plan website www.movefloridaforward.org. She worked with Broward MPO to launch a social media campaign to increase participation.



Walna Calixte

Senior Community Outreach Specialist

YEARS OF EXPERIENCE

23 years

EDUCATION

Business Administration,
Broward College
Paralegal Studies and Pre-Law,
Miami-Dade College

AREAS OF EXPERTISE

Community Engagement &
Stakeholder Relations
Bilingual Communication &
Outreach
Project & Campaign
Management

PROFESSIONAL HIGHLIGHTS

FEMA Certified

Walna is a bilingual Public Information Liaison with over 23 years of experience in project management, branding, and communications. She is experienced in communicating with diverse communities and delivering messages to the public, media, government officials and other external stakeholders. She successfully spearheads outreach projects for the Florida Department of Transportation Districts Four and Six in Project Development and Environment and Design. She is a multi-tasker, well-versed in developing, writing, and proofing materials in both English and Creole. Walna prides herself on providing exceptional client service which allows her to successfully leverage professional relationships to develop new business opportunities and optimal project outcomes.

Relevant Experience

Next Stop Fort Lauderdale, City of Fort Lauderdale, Broward County, FL

Walna assisted with coordination and outreach efforts for this project from attending meetings, and developing meeting collaterals, stakeholder and property owner databases, coordination with City staff, and organized meetings.

I-75, City of Weston, Town of Davie, Broward County, FL

Walna leads all outreach efforts for this project from developing project collaterals, stakeholder and property owner databases, website coordination, coordination with City staff and officials to organize and moderate a hybrid meeting.

FDOT District Four Districtwide Design Projects, Broward County, FL

Walna leads all outreach efforts for this contract developing CAPs, stakeholder and property owner database, developing all project collaterals and meeting information. She also organizes and moderates all hybrid public meetings.

I 75 & Pines Interchange Improvement, City of Pembroke Pines, City of Miramar, Broward County, FL

Walna leads all coordination and outreach efforts for this project from developing CAPs, stakeholder and property owner database, developing all project collaterals and hybrid meeting information.

SW 10 Street Connector PD&E, City of Deerfield Beach, Broward County, FL

Walna is responsible for spearheading stakeholder and elected official briefings coordination and attendance, social media promotions, and special event coordination and attendance. In addition, she supports the team with coordination and attending all Elected Official briefings, stakeholder and HOA meetings. She assisted in moderating a 3-day virtual public hearing series in October 2020.

4.2.5

Approach to Scope of Work

Project Understanding and Approach

The City of Fort Lauderdale's Central City Community Redevelopment Agency (CRA) Area has seen tremendous growth and transformation over the years. The area enjoys a blend of residences and businesses, as well as a high potential for growth and redevelopment. With desirable growth locations, however, comes the strain on current infrastructure resources. The Central City CRA is faced with balancing growth with aging infrastructure, flooding events, as well as multimodal mobility needs. For this reason, the Central City CRA is embarking on creating a Capital Improvement Master Plan (CIMP) that will identify infrastructure projects related to roadway, pedestrian, bicycle, transit and stormwater infrastructure.

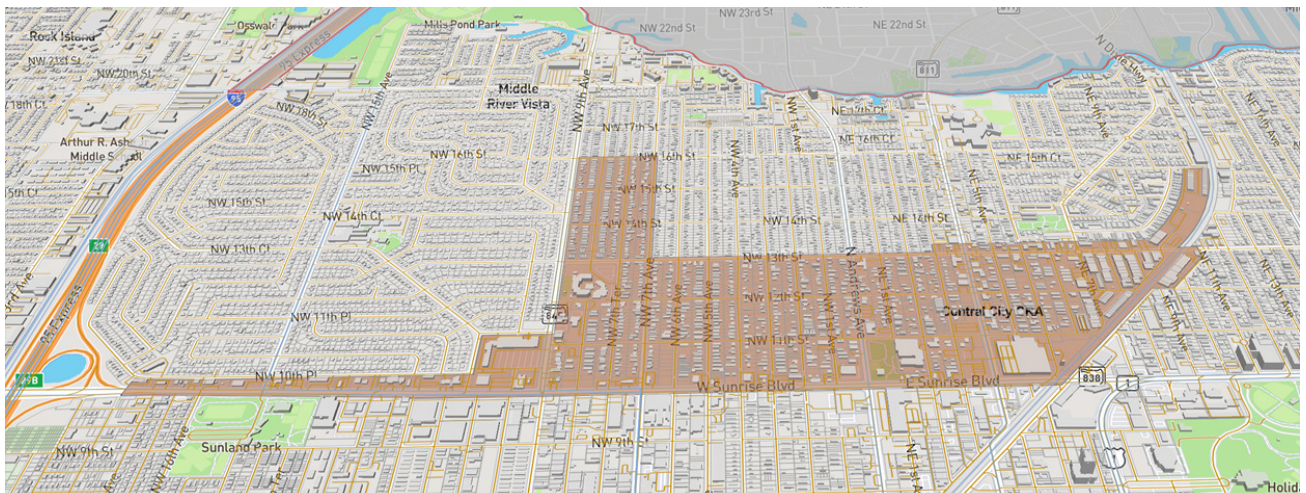
To devise a context-based Central City CRA CIMP, it is important to understand the community character, history, policies, and planned development. Over 4,000 residents call the Central City CRA area home, half of whom are under the age of 35. The average household income is \$57,366, which is significantly lower than the citywide average of \$80,539. About a third of all homes are owner-occupied. There are three schools located within the area, and six others within 0.5-miles of the CRA boundary. Between NE 13th Street and Sunrise Boulevard, almost 27% of households do not have access to a car.

The development of the CIMP is an important milestone for the Central City CRA and the City of Fort Lauderdale. We have assembled a team that understands the local needs of the community and has helped communities in Florida and across the country "future-proof" their

infrastructure in similar mature urban contexts. Our team will bring in our deep local and national expertise and will apply the City's current vision and principles to create the CIMP. The Project team from the City's Comprehensive Plan framework, which calls for the following core values:

- **Neighborhood Enhancement:** Healthy and diverse neighborhoods
- **Infrastructure:** Pedestrian friendly, multi-modal, sustainable and resilient community
- **Business Development:** Economic development, superior transportation, educational excellence
- **Public Places:** Access, identity, partnerships for better spaces, health and recreation
- **Public Safety:** Police, fire, emergency management and disaster recovery Internal Support

Alta has a unique practice that is centered on Complete Streets and multimodal infrastructure elements. We have the expertise needed to resolve intricate transportation, urban design, and land use issues to create connected, vibrant, and livable communities. We excel in planning and designing solutions that result in economic growth for business districts and create environmental, social, and health benefits for the community. Additionally, our team believes that delivering a successful Central City CRA Capital Improvement Master Plan must be thoroughly vetted by the community and stakeholders.



The CRA area includes 344 acres and is generally bounded by 13th and 16th Streets on the north, Sunrise Boulevard on the south, on the west by Powerline Road and I-95, and on the east by the Florida East Coast Railway (FEC) Railroad right of way.

Source: <https://map.gridics.com/>

Enhancing Major Corridors

The Central City CRA is growing, and it is important to create a clear roadmap for roadway, pedestrian, biking, transit, and stormwater infrastructure improvements that can support the economic growth along commercial corridors such as NE 13th Street, NE 4th Avenue, NE 7th Avenue, N Flagler Drive, and East Sunrise Boulevard. Capital projects can take many forms, including Complete Streets, intersection safety treatments, traffic calming, midblock crossings, lighting improvements, bus stop area enhancements, American Disability Act (ADA)-compliant infrastructure, green infrastructure, drainage and stormwater improvements, filling sidewalk gaps, maintenance interventions, streetscape improvements, traffic flow enhancements, bikeway installations, connections to local and regional transit, and supportive parking policies. Other supportive programs like placemaking, bike parking, bike share and Open Streets events further enhance the character and economic health of the City’s commercial corridors, recreational areas, and residential neighborhoods.



The NE 13th Street Complete Streets Project is a signature project of the Central City CRA. The project created safe multi-modal access for all users of the road. This project achieves the City’s vision of creating connected communities in Fort Lauderdale. Currently the City is working on the replacement of a deteriorated 24-inch diameter sewer force main. The force main is located along NE 13th Street, from State Road 845 to State Road 811. In addition, along NE 4th Avenue and at the intersection with NE 13th Street the City recently completed transportation improvements and streetscape enhancements.

Build Community Consensus Through Collaboration

Alta will create a comprehensive and culturally sensitive engagement process where the Plan’s vision, goals, and recommended capital projects are tied directly to community input and are refined through continuous review and feedback. A transparent process will provide community members, elected officials, Florida Department of Transportation (FDOT), Broward County, Broward Metropolitan Planning Organization (MPO), community groups and other stakeholders with an understanding of how input is collected and incorporated into the Master Plan.

Implementation Focus

The Central City CRA CIMP is an opportunity to create a comprehensive vision that catalyzes the shift towards planning, programming, and implementing capital projects. The Plan should therefore connect gaps in the existing network, outline and prioritize infrastructure improvements projects, identify funding sources, foster potential partnerships, and short, medium and long-term strategies and recommendations. We will collaborate with City departments to prioritize Community Development Block Grant (CDBG) Program funds, State Housing Initiatives Partnership program (SHIP), and other non-CRA dollars to rehabilitate structures, such as the Broward Surtax Mobility Advancement Program, FDOT Safe Route to School (SRTS) program and Broward MPO Complete Streets Localized Initiatives Program (CSLIP).



FDOT District Four has initiated the **SR 5/US 1 at SR 838/Sunrise Blvd Gateway PD&E Study** that is evaluating traffic congestion and improving multimodal mobility and safety in the eastern Broward County area, within the City of Fort Lauderdale. This project represents an opportunity for the Central City CRA to propose the extension of multimodal improvements (12 ft shared use path) along Sunrise Blvd west of NE 15th Avenue.

Creating a Connected Community

At Alta, we understand that building a comprehensive, integrated CIMP is essential to enhancing the quality of life and public health. The capital projects identified by this Plan will focus on connecting residents, employees, students, shoppers, and visitors with important destinations and community assets. This Plan presents an opportunity to identify projects that connect to the existing community facilities, schools, parks, neighboring CRAs, Downtown Fort Lauderdale and neighboring cities. Connections to these neighboring cities can foster potential partnerships to collaborate on funding grant applications.

A planned protected bikeway and pedestrian path designed as part of the West Palm Beach Mobility Plan. Green infrastructure elements, shade, lighting, and other infrastructure were identified as part of the prioritized projects in the Plan.



Work Plan

We will work collaboratively with the City and stakeholders to develop a Comprehensive Central City Capital Improvement Master Plan with projects that are feasible, cost-sensitive, and consensus-driven to address City's overall goals and objectives. We have included our Work Plan for implementation with a process that follows the tasks identified in the RFP. Our Work Plan is flexible and adaptable, and we are ready to work with you to customize it to meet your needs and available resources.

TASK 1: PROJECT MANAGEMENT

Alta considers project management and quality control as one of the key components to the success of a project. Producing a high-quality product that meets the City's needs, schedule, and budget requires an understanding of the concerns of the City, its departments, and other stakeholders. As a result, effective project management requires communication skills that facilitate a common expectation of project outcome.

Alta's Project Manager (PM), Alia Awwad, PE, will provide experienced project management for this effort. With over 22 years of experience in transportation planning and engineering in the public and private sectors, including as the City of Fort Lauderdale's Engineering Design Manager between 2013 and 2016, Alia is intimately familiar with the nuances associated with crafting a set of responsive projects within fiscal constraints. Supporting Alia as Principal-in-Charge (PIC) is Ryan Sharp, AICP. Prior to his role at Alta, Ryan served as the City of Hoboken, NJ's Director of Transportation and Parking, overseeing an infrastructure budget of \$75,000,000 and successfully implementing multimodal and stormwater infrastructure that led to the City's unique distinction of being the only city in the country to go on eight consecutive years without a single traffic-related fatality. Ryan also worked closely with the City's leadership to develop and utilize a holistic approach to capital planning and infrastructure projects. This approach focused on integrating multiple city priorities, including Vision Zero, complete streets, stormwater management, climate resiliency, and open space expansion, into every possible project. By combining these initiatives, the City's implementation was significantly streamlined. We recommend adopting a similar strategy for Fort Lauderdale's CIMP.

Alia and Stephanie Garcia, Assistant Project Manager (APM), will manage the project schedule effectively using Microsoft Project, and will be collaborative and flexible, providing the leadership needed to build consensus among both residents and stakeholders. Invoices will be submitted on a monthly basis. Additionally, each of our project submittals will be reviewed by qualified subject matter experts through our robust Quality Control and Assurance process.

Alia will serve as the project's main point of contact, coordinating all project activities with team members, and CRA and City staff. Alia will also lead communication and coordination with stakeholders, including City Departments, FDOT District 4, Florida East Coast Railway (FEC), and Broward County staff. Additionally, our team will establish frequent communications with community groups such as the Central City Alliance and Neighborhood Associations (Lauderdale Manors HOA, Poinsettia Heights Civic Association, South Middle River Civic Association, Lake Ridge Residents Association, Middle River Terrace Association).



Alia has extensive experience working with stakeholders and the community within Broward County and is excited to continue to build upon these relationships for a successful project.

1.1 KICK-OFF MEETING

Upon obtaining Notice to Proceed, Alta will schedule and facilitate a kickoff meeting that will offer the project team and City staff an opportunity to clearly outline communication protocols, invoicing requirements, review and refine the project scope, review available data, discuss potential challenges and opportunities, and establish the project schedule and deliverable milestones.

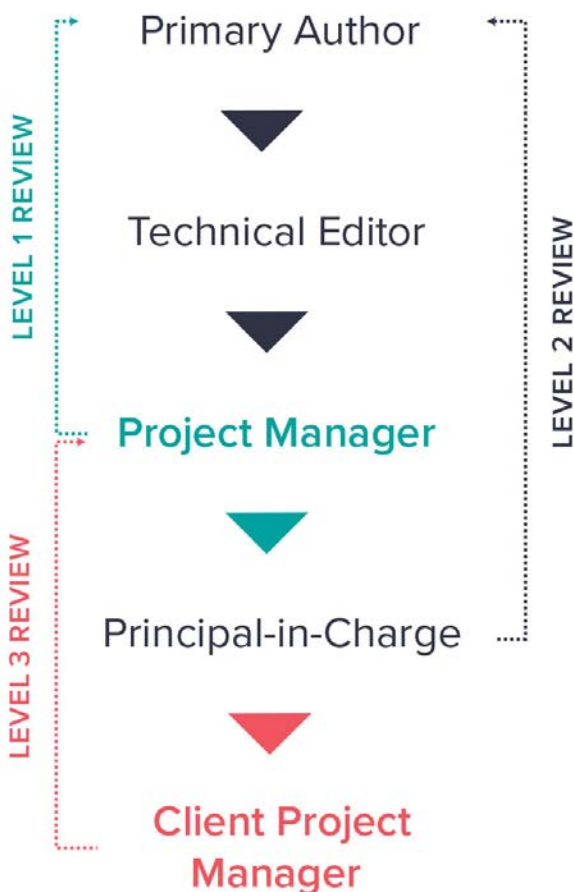
Alta will provide a refined work plan for this meeting based on City's feedback on this scope. The kick-off agenda will include:

- Review of project schedule and key milestones for public engagement
- Review of data request and exchange
- Facilitated discussion of project objectives and policy implications
- Definition of action items throughout the project

1.2 PROJECT COORDINATION AND ADMINISTRATION

Alta will facilitate, schedule, and attend coordination meetings as needed throughout the life of the project.

In addition to the coordination meetings, the Alta Team will coordinate with project stakeholders, other public and private utility entities, private development companies, and City staff. Alta's Project Manager will engage members of the project team as appropriate to provide the CRA staff with updates on the progress of the project including internal team meetings between subconsultants.



1.3 QUALITY ASSURANCE/QUALITY CONTROL

Our QA/QC process begins at the start of the project. We believe that everyone on the team is responsible for providing our clients with quality products and deliverables. The QA/QC process will be led by Alta's designated QA/QC Manager Spencer Finch, PE, whose primary role will be to ensure the integration of project goals and to verify the accuracy and consistency of project deliverables. Alta utilizes Bluebeam Revu for deliverables review which allows us to document all of the review comments and see that all comments are addressed prior to submitting to our clients. By using Bluebeam Revu sessions for our QA/QC process, we improve efficiency and are able to utilize our design experts across the company as reviewers.

Our quality management procedures will see that:

- Work is performed by qualified personnel
- The necessary information is documented, checked, transmitted, and reviewed for completeness
- Documents are reviewed by the appropriate technical staff for constructability and accuracy
- Products are reviewed by staff not involved in the project to provide a fresh perspective and insight.

Task 1 Deliverables

- Meeting agendas for kick-off meeting and monthly meetings.
- Detailed project schedule outlining all tasks, milestones, and deadlines.
- Monthly project invoicing with brief status reports.
- Controlling, storing, and maintaining project records.

TASK 2: INITIAL RESEARCH & ANALYSIS

TASK 2.1 UNDERSTAND EXISTING PLANS, RELEVANT SITE STUDIES, AND DOCUMENTS

This scope assumes the City and partner agencies will assist the Alta team in obtaining previous studies, and documents, record drawings, right-of way and parcel maps, records of survey, parcel and subdivision maps, available utility maps, utility plans, assessor's maps, and available survey information in ArcGIS or AutoCAD format.

Given Alta's depth and breadth of experience with transportation projects, complete streets, and design and planning efforts throughout the region, we anticipate being able to review and efficiently

synthesize existing transportation and land use planning documents and studies, as well as other projects, programs, and policies that might impact the study area into one cohesive, easy to read Existing Conditions Summary Memo.

Document Review

With guidance and support from City staff, Alta will expect to review the following documents or document types:

- City planning documents: 2020 Fort Lauderdale Comprehensive Plan, Fast Forward Fort Lauderdale Vision Plan, Press Play Fort Lauderdale 2024 Strategic Plan, Stormwater Master Plan Design and Implementation Program – 2021, Update Sidewalk Master Plan (not yet published; started in 2024), Connecting the Blocks, Neighborhood Mobility Master Plans
- City Code: Fort Lauderdale Unified Land Development Code
- CRA planning documents: 2018 Central City Community Redevelopment Plan, Central City rezoning project
- City ordinances, regulations and guidelines: Complete Streets Policy, Complete Streets Manual, City of Fort Lauderdale guidelines and standard details.
- Transit Master Plan
- Stormwater Master Plan
- City’s Fortify Lauderdale Initiative - Proposed Phase 2 Projects
- Transit-Oriented Development
- Reports and/or plans from various public agencies
- Other projects in the area and private organizations (property lines, title reports, etc.)

Our Land Use and (Re)Development Expertise

The Central City CRA encompasses an intricate mix of land uses nestled within the city’s urban fabric. This requires a strong understanding of the land use policies and zoning regulations that helped shape the area, to be able to create a capital improvement plan that responds to current and future development. Our proposed Project Manager, Alia Awwad, PE, previously served as the City of Fort Lauderdale’s Engineering

Design Manager, where her role entailed reviewing and approving all developments and redevelopment projects that go through the City’s Development Review process for mobility and parking impacts. Therefore, Alia is intimately familiar with the challenges that City and CRA staff encounter in balancing redevelopment opportunities with existing infrastructure capacity and needs.

Additionally, for over 25 years, our partner WGI has established deep expertise in all facets of the land development process: from master planning to site selection and design, to permitting and construction management. The Land Development Division is supported by a multi-disciplinary team of planners, landscape architects, environmental scientists, civil engineers, utilities coordination, and transportation experts. Working across the country, WGI has amassed a portfolio of successful public, private, institutional, and utilities projects. Some of our signature projects in South Florida include single and multi-family residential, mixed-use development, master development projects, urban infill, education facilities, hospitals, and municipal buildings. Moreover, to meet the challenges of fast-moving trends and conditions, WGI is investing in new technologies for 3-D mapping and modeling that deliver benefits for cost savings, accuracy, and tools to better compare alternative building, site, and infrastructure design options.

TASK 2.2 DATA COLLECTION, INVENTORY, AND ANALYSIS

The Alta team will prepare a scalable data collection strategy after discussing with City staff and the CRA that identifies street- and sub-level conditions. Using relevant data provided by the City and/or publicly available from other sources, we will review Fort Lauderdale’s existing roadway network (bicycle, transit and pedestrian facilities and supporting infrastructure), stormwater and green infrastructure. This includes:

- Existing and proposed land use data available
- Demographic data (population, employment, and other information) from the Census, including from the American Community Survey
- Pedestrian, bikeway, and trail inventory, including sidewalks, crosswalks, bikeways, existing bicycle parking and wayfinding signage, where data is available
- Existing parking, parking lots, on street and garage infrastructure.
- Roadway characteristic data provided by the City, County, and FDOT (including number of travel lanes,

roadway/travel lane width, posted speed limits/speed survey data, and traffic volumes data, as available)

- Points of interest and key destinations, including commercial areas, schools, parks, transit stations and bus stops
- Fieldwork will be conducted to verify critical elements of the City's existing facilities in person, supported by a review of available aerial photography and/or Google Street View

Note on Our Data Collection Approach as it Relates to Resiliency

Our team will collect and organize the data for not only the conventional elements of capital investments, but also data needed to assess resilience and adaptation. Adaptation to extreme weather events is woven into the City of Fort Lauderdale's plans, engineering standards, and funding criteria. The Alta team will review existing efforts such as the City's Fortify Lauderdale Initiative focused on improving resiliency; Alta will work with City staff to incorporate proposed projects in the CRA Central City area and identify additional needs and opportunities. Currently, there are 12 stormwater management improvements projects on the phase 2 neighborhood plan, comprised on 17 neighborhoods including: South Middle River, Middle River Terrace and Lake Ridge.

Our team will assemble data available from the City, Broward County, the Broward MPO, and other sources to identify vulnerable subareas and associated adaptive design. For those vulnerable areas, we will also explore probable root causes of problems related to mobility and infrastructure such as flooding. With this information, the team will recommend where targeted data collection is needed to determine root causes and design options. For example, the Broward MPO found that street flooding in Hollywood, Florida was related to undersized pipes, which led to less costly, nature-based alternatives, compared to more expensive treatments such as raising the roadway.

Note on Deploying LiDAR Technology

Our team has the deep capacity and expertise to undertake the needed field and subsurface surveys for this effort. Our teaming partner, DRMP, has a locally designated survey team, who in addition to subsurface utility engineering (SUE) services, has developed specialized integrated survey techniques which combine high accuracy data collection using the latest in technology such as Terrestrial LiDAR, Robotics and GPS combine with conventional collection methods for surface validation. DRMP's offerings

and include National Pollutant Discharge Elimination Systems reporting, National Flood Insurance Program consultation, urban blight studies, and emergency management through innovative and scalable GIS solutions. DRMP can use laser scanning to provide as built and topographic surveying services. A major benefit to using LiDAR (Terrestrial Static LiDAR) is a reduction in time field personnel are working in public areas. Another added benefit is being able to always go back to the point cloud to pull out new features beyond the original scope of the collection. This will be especially useful as the team crafts the different components of the prioritized projects in the Capital Plan.

Data Collection Approach

Depending on the City's preference and available resources, there are three potential options for data collection. The first is traditional field data collection where infrastructure assets are collected in the field and geocoded into ESRI's Field Map or a similar mobile application. This allows translating the data into maps that will serve as a basis for project identification and prioritization. The second option involves LiDAR data collection that would be merged with publicly available information (e.g., aerial imagery, utility and drainage atlas, GIS maps). This type of data collection is more suitable for conceptual and preliminary design rather than full design. The third option is to conduct a full design survey with both above- and below-ground topographical, design-level survey, SUE, aerial imagery, and pavement analysis. This type of in-depth data collection is done using vehicle-mounted LiDAR, where the resolution can be less than 2 centimeters. The resulting mapping can produce a digital replica that can be used for multiple applications (visualization, 3-D modeling, scenario planning, digital twin).

TASK 2.3 ASSEMBLE BASE MAPS

At the beginning of the project, Alta will meet with the City to discuss the existing GIS schema and develop an agreed upon GIS data structure and software platform (e.g., ArcMap or ArcGIS Pro) for the duration of the project. This meeting will also include a review of data requested by the project team to be used during plan development. If a specific data set is not available or is determined to be inadequate to support the project scope (e.g., sidewalk data is incomplete or out of date) an alternative will be identified, or the project scope may be adjusted. At the completion of the project,

Alta will provide the project's GIS data in an ESRI file geodatabase. All data will be delivered in the City's standard projection. Mapping efforts include:

- Mapping exhibits throughout the Plan (included as part of Task 3 and Task 4 deliverables)
- An editable, aesthetically pleasing, easy-to-use printed map for public distribution

TASK 2.4 TECHNICAL WORKING GROUP

Alta will host monthly project team meetings with the City Project Manager, and staff, and when appropriate, other City city departments such as Public Works, Transportation and Mobility (TAM), Department of Sustainable Development (DSD), Economic Development, Parks & Recreation, and stakeholders. Alta will prepare agendas and meeting notes for status meetings. Alta's Project Manager will also provide regular contact with the City's Project Manager and other staff through the facilitation of monthly virtual meetings to maintain open lines of communication, and to make sure the project remains on time and within budget. These meetings will allow the team to identify key issues and concerns about the project throughout the process. Agendas for each meeting will be sent to the meeting attendees at least one day prior.

Task 2 Deliverables

- Comprehensive Report - provide documentation support of the data, inventory and analysis, including but not limited to map, aerial photographs
- Presentation materials
- Meeting minutes with action items and key decisions, as appropriate for monthly coordination meetings

TASK 3: COMMUNITY OUTREACH & ENGAGEMENT

The goal of the community engagement process is to offer productive outreach methods that promote two-way communication so the project team can fully understand the community's daily transportation needs and respond with feasible solutions. Through accessible language, customized messaging, and data driven engagement methods, the Alta team's outreach strategies establish a sound platform to move a project forward with optimum community buy-in.

In addition to Alta's award-winning engagement efforts, we are partnering with Infinite Source Communications (ISC) to provide the CRA with full-service engagement capabilities. ISC offers community engagement, public

relations, marketing, public information, and on the ground, door-to-door canvassing. Alta and ISC are currently collaborating with the City of Boca Raton to reenvision East Palmetto Park Road, one of the City's most complex roadways. Additionally, ISC provides services to agencies including the Florida Department of Transportation (FDOT), Miami-Dade County (MDC), MDC Transportation Planning Organization (TPO), Broward Metropolitan Planning Organization (MPO), MDC Water and Sewer Department (WASD), and municipalities including Ft. Lauderdale, Oakland Park, Miami Beach, Town of Surfside, Bal Harbor Village, as well as other clients in both the public and private sectors.

Engagement Toolkit

Our engagement toolkit includes a variety of techniques:

- Customized interactive surveys
- Open house
- Interactive map comment tool
- Interactive web-based platforms
- Public meetings
- Workshops
- Visual renderings to communicate design options
- Booths or tables at community events to share information and collect feedback

Public Participation Plan

At the beginning of the project, the Alta team will assemble a public involvement plan to ensure that residents, local businesses, and stakeholders are engaged in meaningful ways throughout the project lifecycle. The plan will identify stakeholders, potential partners and community leaders. These strategies will build from the City's previous public engagement work and strategies. This may include strategies such as bilingual public engagement material, door-to-door outreach, social media and pop-up events and partnering with local organizations, property owners, residents, business owners, developers, and community groups. Alta's graphic design team will develop project branding and assist in the development of public engagement collaterals such as flyers, signage, posters, door hangers, FAQ sheets, or infographics to promote, inform the public and collect feedback.



Alta worked with the City of Boca Raton to develop a multi-faceted Downtown Mobility Public Engagement Plan. The final engagement campaign was distributed via newsletter, social media, Door to door, Signage at 10 locations, and a new web page.

TASK 3.1 PUBLIC INVOLVEMENT WEBSITE AND SURVEY

Project Website, Interactive Map and Community Survey

To further promote online engagement, Alta will build and deploy an online survey for residents to share their issues, concerns and ideas. We will create an online and print version of a survey in English and up to two (2) additional languages. We will then compile and analyze the survey results to inform the needs analysis, development of recommendations, and prioritization process.

Alta has an on-staff web developer and will provide the City with a mobile-friendly project webpage including an online interactive community input map that allows the public to identify priority destinations for walking, transit and biking, routes they would like to see improved, and similar information. The map allows users to comment on input from other users, allowing for a dialogue among residents. Alta has the technology to support online map input that works well on computers, tablets, and phones. Our current work on the Boca Raton Downtown Multimodal Mobility Study includes an interactive web- and mobile-based map for feedback on routes and issues. We assume the City will lead social media postings through the existing communications office, however Alta will provide support and content.

Alta will work as an integrated multi-disciplined team, in partnership with the City and the CRA representatives, to anticipate issues, achieve effective decision-making, and build stakeholder support. Our outreach process is bilingual, multicultural, inclusive, interactive, and productive.

TASK 3.2 PRESENTATION TO NEIGHBORHOOD ASSOCIATIONS

Alta offers a wide range of engagement techniques that respond to the specific needs of the community. We will work with the City to define the appropriate mix of engagement tools that speak to the diverse set of stakeholders. Messaging is a key element of successful engagement, and our team is equipped with experts who have successfully crafted messages and community outreach materials discussing Complete Streets, mode shift, and navigating trade-offs in a constrained urban environment. Our team offers the following engagement tools:

- **Workshops and Walking Tour:** Alta will work with the City Project Manager to identify and convene focus groups to understand local needs and desires for the project during the existing conditions phase, and to vet recommendations at the initial design phase. Focus groups may be organized by stakeholder type and/or geographic region. Stakeholders such as City and CRA staff, local businesses, nearby residents, Mayor's office, elected officials, and others may be engaged through this process.
- **Door-to-Door Stakeholder Outreach:** The team will conduct one-on-one business outreach. We will coordinate up to three site visits with property owners and local businesses along the corridor. Project information will be provided during the visits, and Alta will keep a record of the visits for integration into the recommendation's development process.

Tell us about walking, biking and rolling in East Palmetto Park Rd.

Provide feedback on locations of concern or challenge while walking, biking, or rolling along East Palmetto Park Road and Downtown using the buttons below. Multiple points can be added to the map. Below are the definitions of the comment categories.

Comment Categories:

- Pedestrian Barrier**
Location with pedestrian safety concerns or issues.
- Bicycle Barrier**
Location with bicycle safety concerns or issues.
- Mobility Barrier**
Location with safety concerns related to wheelchair or mobility scooter usage.
- Favorite Route**
Location that is a favorite for walking, biking, or rolling.



Alta develops mobile-friendly project webpage, like the one above for **Boca Raton Downtown Multimodal Mobility Study**, which includes an online interactive community input map that allows the public to identify priority destinations for walking, taking transit and biking.

3.3 PRESENTATION TO CENTRAL CITY REDEVELOPMENT ADVISORY BOARD (CCRAB)

Alta will prepare and develop different presentations geared towards community commission audiences: at least one presentation to be conducted during the existing conditions phase of the study, one presentation to get community feedback on infrastructure needs, and a meeting during the recommendations phase.

3.4 PRESENTATION TO THE CITY COMMISSION

Presentations to the City Commission will include progress outline, updates key findings, and proposed projects. Alta will assist City staff in presenting the Final Plan to the City commission meeting to achieve adoption of the plan.

Task 3 Deliverables

- Prepare presentations for all public meetings. Include maps for engagement purposes
- Attend public meetings and answer questions
- Provide documentation and summary of public meetings, including action items
- Community Survey (online and print versions, in English and up to two additional languages)
- Project web page, online input tool, compilation of input from web tool

TASK 4: EDITS, RENDERINGS & FINALIZATION OF DESIGN GUIDELINES AND STANDARD CONCEPTS

TASK 4.1 DEVELOP STREETScape STANDARDS AND GUIDELINES

Our landscape architects, engineers, planners, and graphic designers work collaboratively to create places that communities love and embrace. Our blended design studio offers an intentional mix of these disciplines to allow for creating designs that are on the cutting edge of innovation and aesthetics, while also meeting technical specifications. By working across disciplines, we build cherished places that attract people, regardless of how they move. Our approach to developing sound and context-based streetscape guidelines and projects comprises the following elements:

- **Macro-Scale Character Analysis:** It will be critical to understand, catalogue, and relate current and upcoming land development regulations that impact the CRA, such as zoning restrictions, land use designations, and programmed and committed development projects. The Alta team will conduct a macro-scale character analysis that includes an integrated review of land use and street typologies

seen within the CRA. The analysis will include documenting the quality and transparency of land use patterns, street activations, walkways, connectivity, parking layouts, and major routes.

• **Demographic And Socioeconomic Influences:**

The Alta team will assess current demographic and socioeconomic factors in the Central City CRA to develop a portfolio for appropriate streetscape designs. The assessment will be conducted through stakeholder and community engagement, existing conditions review and applying best practices that result in a sustainable built environment.

- **Design- Specific Assessment:** In collaboration with CRA staff and stakeholders, the Alta team will identify key design elements that will require a more in-depth assessment. Examples include conducting a tree canopy assessment, green infrastructure suitability evaluation, and urban heat island vulnerability analysis, connectivity “island” identification, lighting analysis, level of comfort assessment, and climate positive design analysis. Each of these evaluations offers insight into critical infrastructure elements that when applied, would help concentrate and prioritize capital investments.

- **Life Cycle Costing:** Our team are experts at not only providing cost estimates for traditional design phases and line items, but also at benefit-cost evaluations and appropriate incorporation of maintenance considerations. As part of identifying the design guidelines and street typologies, the Alta team will prepare a funding and implementation plan that ties the design recommendations to short-, mid-, and long-term programming mechanisms that collectively will help shape the CIMP.

The Streetscape Design Standards and guidelines for the Central City CRA must be cohesive in concept, with room to celebrate distinct districts and branding. Building off of preliminary streetscape concepts developed by the City of Fort Lauderdale, such as the Fort Lauderdale Complete Streets Manual; regional efforts such as the Broward Complete Streets Design Guidelines; and national best practices such as the National Association of City Transportation Officials (NACTO) design guidelines.

In 2023, Alta prepared a **Neighborhood Greenway Design Toolbox** for the City of St. Petersburg, FL. The design guidelines are geared towards establishing a prioritization process towards selecting the appropriate routes as neighborhood greenways, followed by best practice recommendations for design and operational elements. Alta is currently conducting the conceptual and full design of one of the City’s greenways based on this approach.

CURB EXTENSIONS

CURB EXTENSIONS, or bulbouts, minimize pedestrian exposure during crossing by shortening the crossing distance and giving pedestrians a better chance to see and be seen before committing to crossing. They are appropriate for a crosswalk where it is desirable to shorten crossing distance and there is a parking lane/shoulder adjacent to the curb.



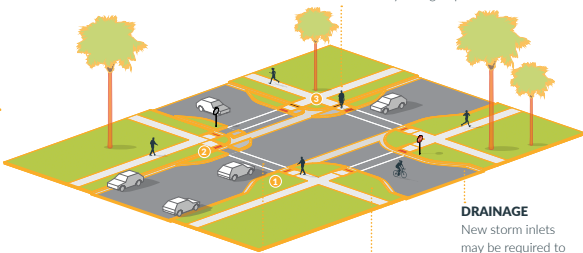
THREE STYLES OF CURB EXTENSIONS

Three styles of curb extensions typically used include:

- 1 standard that extend the existing curb
- 2 floating that leave the existing gutter open
- 3 floating with chase covers over the gutter

PEDESTRIAN VISIBILITY

Pedestrians waiting to cross the street are more visible to drivers, clarifying their intent to cross. This results in higher rates of drivers yielding to pedestrians



NARROWED INTERSECTION
A narrowed intersection creates a shorter crossing distance for pedestrians and causes drivers to slow down through the intersection

MORE USABLE SPACE
Curb extensions create more space for landscaping and streetscape amenities

DRAINAGE
New storm inlets may be required to accommodate drainage



15 Landscaped curb extension. Source: Alta Planning + Design

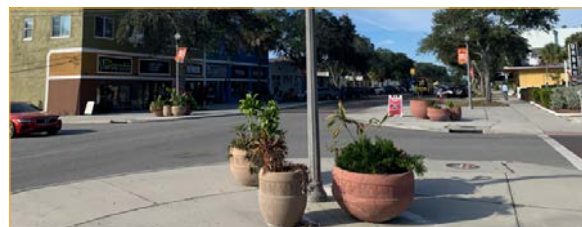


16 Floating Curb Extension in St. Petersburg, FL. Source: Alta Planning + Design



17 Curb Extension with Chase Cover. Source: NACTO

MAINTAINING COMFORT



Curb Extensions in St. Petersburg, FL. Source: Alta Planning + Design

DESIGN GUIDELINES

TYPICAL USES

- At signalized intersections with marked crosswalks.
- At unsignalized intersections with marked crosswalks.
- At an intersection with visibility constraints, to position pedestrians where they can best be seen by oncoming traffic.
- At an intersection within a school zone on a walking route.
- To establish a consistent travel lane width where the street and/or parking lane width varies.
- Do not block bicycle lanes or shoulders being used by bicyclists with a curb extension. Turning performance by larger vehicles including buses may be impacted by curb extensions.

DESIGN FEATURES

- In most cases, the curb extensions should be designed to transition between the extended curb and the running curb in the shortest practicable distance.
- For purposes of efficient street sweeping, the minimum radius for the reverse curves of the transition is 10 ft and the two radii should be balanced to be nearly equal.
- Curb extensions should terminate 1 ft short of the parking lane to maximize bicyclist safety.
- Planted curb extensions may be designed as a bioswale, a vegetated system for stormwater management.

FURTHER CONSIDERATIONS

- Curb extensions are only appropriate where there is an on-street parking lane and where transit and bicyclists would be traveling outside the curb edge for the length of the street. They should not extend more than 6 ft from the curb.
- They may facilitate in-lane bus stops and should be designed to be long enough to be used by all boarding doors. The stop needs to accommodate an 8 ft deep wheelchair lift.
- The turning needs of larger vehicles, such as school buses or emergency vehicles, need to be considered in curb extension design, especially at intersections with significant truck/bus traffic.
- Curb extension design should facilitate drainage.
- Curb extensions which are delineated using striping or colored thermoplastic (typically for quick-build or temporary installation) should be delineated with a double solid line.

REFERENCES

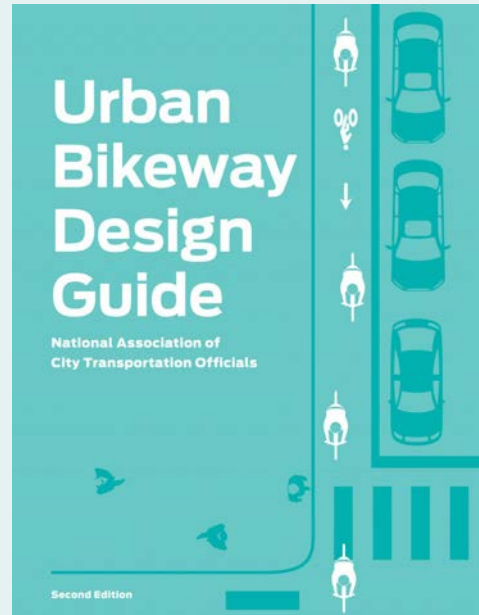
- NACTO Urban Street Design Guide: <https://nacto.org/publication/urban-street-design-guide/street-design-elements/curb-extensions/>
- FHWA Pedestrian Safety Guide and Countermeasure Selection System: http://pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=5
- MUTCD for Streets and Highways: https://mutcd.fhwa.dot.gov/pdfs/11th_Edition/mutcd11thedition.pdf

Experience Highlight

NACTO URBAN BIKEWAY DESIGN GUIDE

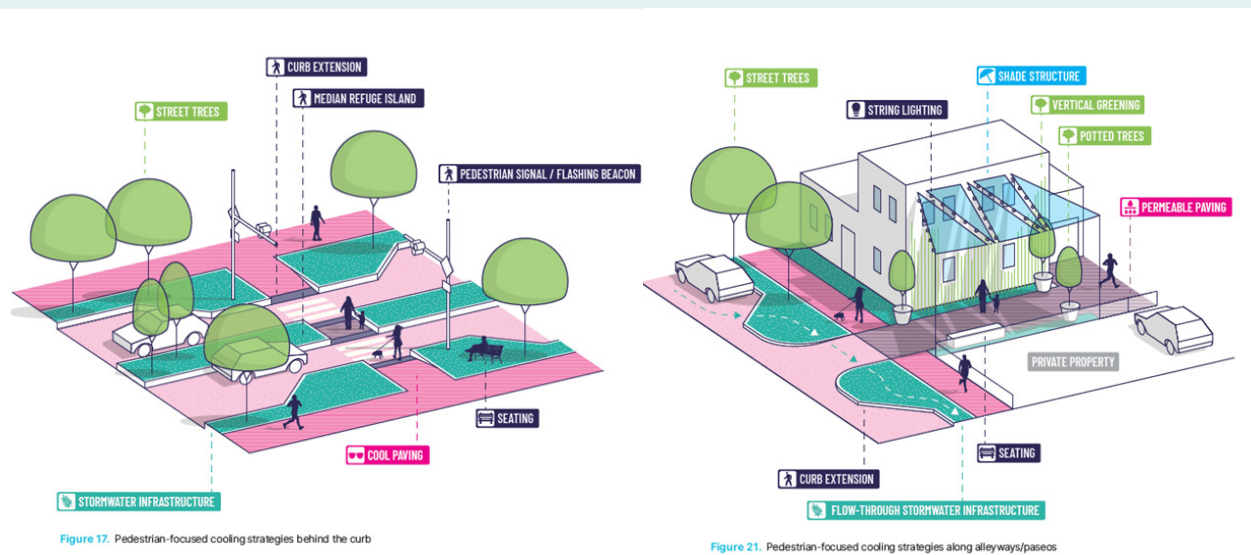
Alta worked with a team of officials from National Association of City Transportation Officials (NACTO) member cities and a team of national and international bikeway design experts to develop the country's first *Urban Bikeway Design Guide*, a ground-breaking document that is transforming how our cities design bikeway treatments. Alta has helped lead workshops for NACTO, APBP and ITE, and is involved in training professionals throughout the country. Alta regularly hosts bikeway design trainings based on the NACTO *Urban Bikeway Design Guide* that includes information from AASHTO, MUTCD, and NACTO.

Alta also led content creation for subsequent editions, including the most recent third edition, released in January 2025. The third edition contains new sections on bicycle boulevard design, colored pavement material guidance, updates and revisions to the existing content, and contextual guidance. Alta has contributed further guidance to NACTO with peer review of *Don't Give Up at the Intersection* and the *Designing for Small Things With Wheels* white paper.



LOCAL DESIGN TOOLKITS

In 2021, Alta prepared design toolkits for the Cities of Pasadena and Long Beach, CA, that focused on cooling and urban heat island reduction strategies. The toolkits presented multiple street typologies that described cooling design elements for all road users.



Alta will lead the preparation of the guidelines that include conceptual placement of amenities, placemaking, and transportation elements identified in the streetscape design standards and incorporates recommendations of the Capital Improvement Master Plan.

This includes but is not limited to:

- ADA access improvements
- Intersection treatments, particularly with respect to pedestrian and bicycle crossings
- Bikeway connections and locations of bike share stations
- Candidate locations for art elements and decorative crosswalks
- Shared-use-mobility or flex-zones
- Types and locations for green infrastructure enhancements to better manage stormwater and expand the urban forest
- Traffic calming and safety improvements, such as curb extensions or radii reduction

TASK 4.2 COMPILER LIST OF PROJECTS

Building off the existing conditions data collection and analysis, stakeholder and community input, adopted plans, and future development, the Alta team will compile an initial list of infrastructure projects. These projects will draw from the design guideline recommendations in terms of design elements and will be applied to the different street types within the CRA boundary based on the design guideline typologies.

TASK 4.3 CONCEPTS AND RENDERINGS

Design concepts and visual renderings will be developed for a representative set of projects for review by City and CRA staff. The feedback received from stakeholders during this phase of the project will be used to inform the project types and design elements of the prioritized list of projects in the next Task. Results of the preliminary list of projects will be presented to neighborhood associations through a design charrette and will also be presented to the CCRAB City Commission for feedback.

Task 4 Deliverables

- Comprehensive Report
- Presentation Materials
- Digital copies and hard copies

TASK 5: IDENTIFICATION OF POTENTIAL STREETSCAPES & INFRASTRUCTURE PROJECTS



Alta specializes in finding the best design solutions to balance budget and function, and can seamlessly marry streetscapes and green street treatments with traffic analysis, signal design, and roadway geometrics.

TASK 5.1 IDENTIFICATION OF POTENTIAL STREETSCAPES AND INFRASTRUCTURE PROJECTS

The Alta team will present the list of streetscape and infrastructure projects through a multimodal and need-based framework that will form the foundation for the development of the CIMP. The framework will hinge on multiple categories of data to inform recommendations and their benefits. The data categories include:

- Multimodal Infrastructure, such as current vehicular lanes and access points, bicycle and pedestrian facilities, and the current and planned transit routes and amenities. The Alta team will leverage current City plans for this information to the extent possible, such as the Citywide Sidewalk Master Plan, as well as surveys that will be conducted as part of this CIMP.
- Contextual information, such as crash data and vehicular traffic volumes and speeds.
- Demographic data, such as car ownership rates and the proportions of young and elderly populations.
- Land use and zoning regulations.
- Subsurface infrastructure data, such as stormwater and sewer infrastructure and surface flooding and drainage conditions.

The Alta team will use this information and framework to overlay cumulative benefits of different infrastructure improvement scenarios that will collectively enhance the quality of life for the residents and visitors of the Central City CRA.

Experience Highlight

BROWARD COMPLETE STREETS MASTER PLAN

The Broward MPO has been a leader in prioritizing and investing in Complete Streets. Alta was part of a team that developed the Broward Complete Streets Master Plan, providing national expertise and best practices support. Alta also led the GIS analysis to identify areas with the highest demand for walking and biking and where infrastructure would make the greatest impact. Alta then used that information for the prioritization of Complete Streets projects and concept development for high-priority projects.

The outcome of the effort is a comprehensive Master Plan that puts people first, improves the safety of streets for all users, and expands mobility options in a rapidly growing county. Following implementation of the Master Plan, Alta developed renderings and visualizations of two projects, Pembroke Road, from SW 145th Ave to Flamingo Road, protected bicycle lane and wider sidewalks; and Miramar Parkway, from SW 172nd Ave to Dykes Road, separated bicycle lanes, furnishing zone, and midblock crosswalks at bus stops.

Intersection at Pembroke Rd, Pembroke Pines, Broward County, FL



Midblock crossing on Miramar Parkway, Miramar, Broward County, FL



Task 5 Deliverables

- Provide a workplan that prioritizes the project, including detailed timeline, scope of services, and cost estimates
- Presentation: Present the design concepts to stakeholders and the public for review and feedback

TASK 6: PLAN PRIORITIZATION ASSISTANCE & IMPLEMENTATION

TASK 6.1 COST ESTIMATES

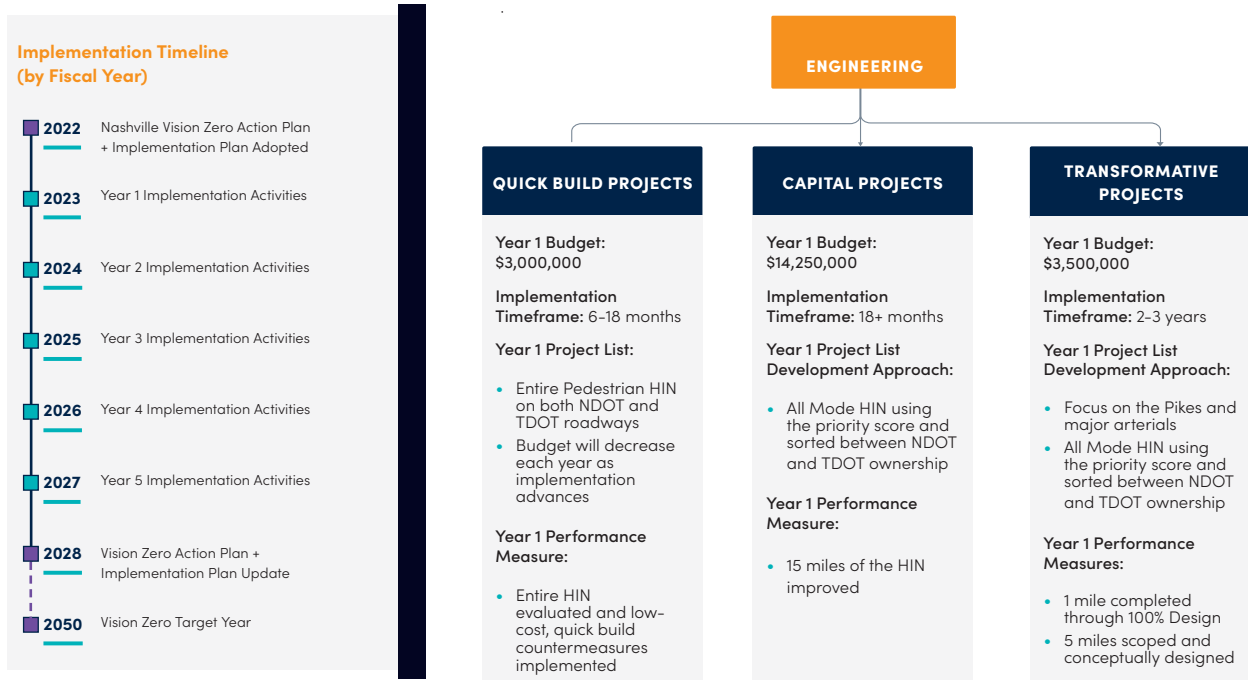
We understand the current nuances and fluctuations of materials in the construction market and have worked with our clients to develop planning-level cost estimates that are tangible while factoring in contingencies that reflect the current realities of the market. Our team has worked extensively in developing both planning-level and full design cost estimate details for multi-modal improvements. We will use the latest unit costs, soft costs and planning-level percentages for design, engineering, and contingency percentages from recent city and other local projects. We will also look for cost efficiencies in terms of both project design and

delivery methods. This could include bundling projects for qualification for specific funding streams, itemizing critical cost items to avoid overruns, and identifying each project’s key “themes” for multiple relevant funding opportunities. Life-cycle costs including maintenance and operations, will also be factored in. The resulting cost estimate will be concept-level costs that clearly lay out the project type, phase, cost, and contingency.

TASK 6.2 PROJECT IMPLEMENTATION STRATEGY

The core portion of the CIMP will identify infrastructure projects for implementation. Under this task, the Alta team will provide a prioritized list of projects that is tied to specific timelines and funding sources. In coordination with staff, the Alta team will identify and apply evaluation criteria that will help identify and rank project priorities. The evaluation criteria will reflect the Central City CRA’s pressing needs, such as flooding “proofing” and upgrading multimodal infrastructure.

The Alta team will develop a realistic Implementation Strategy with priority project and program recommendations that are aligned with City budgeting timeframes: the City Budget and the proposed Capital Plan. One focus for implementation of infrastructure



As a follow up to leading their Vision Zero Action Plan, Alta led the development of the Nashville, TN Metro Area 5-year Implementation Plan. The Plan identified a prioritized, fiscally-constrained list of projects over a 5-year period to achieve the Metro Area’s goals, including capital projects. Specific funding streams were identified for each recommended project, with funding sources including existing local programs such as resurfacing and traffic calming funds, State funding programs with the DOT, as well as potential grant funding opportunities. The Plan led to the successful implementation of multiple projects, in addition to the successful award of several federal grant funding applications.

projects will be the City’s annual roadway resurfacing program. The Strategy will include timeframes and parties responsible for implementation. Alta will also develop an implementation strategy that identifies potential funding opportunities—including local, regional, and statewide funding. This will help the City identify priorities and appropriate methods for implementation, including relevant funding sources (USDOT, and other discretionary grant programs, Broward MPO programs, Broward County, AARP Community Challenge Grant, and others) and a list of potential public or private partnerships for funding.

For more complex high priority projects we will recommend phased implementation using lower cost materials as a first phase “paint and post”. For more complex designs this phased approach also allows for fine-tuning/study of designs in a pilot phase while the longer-term funding for the final permanent installation is secured. As an appendix we will include a funding strategy which lays out the existing and anticipated sources of city and grant revenue, identifying the types of projects and programs that could be funded by each source. Recommended projects will include information such as availability of right-of-way and jurisdiction of the road.

TASK 6.3 DRAFT PLAN

Alta will develop an attractive, reader-friendly, graphically rich Plan document for the City of Fort Lauderdale. We take great pride in the look of our Master Plans and how accessible they are to a non-technical audience. Alta has an in-house graphic design team that will lead the layout and formatting of the Plan document. Based on a color and style palette selected by the City early in the process, we will provide sample Active Transportation Plan document layout templates for review and approval prior to final formatting.

TASK 6.4 FINAL PLAN

After completing the review of the draft plan comments, Alta will develop a Final Draft Plan for the City to review and will make necessary updates to the Final Plan after review by the City. Once the Final Plan is approved and all documents are finalized, Alta will provide:

- A hard copy of the Final Plan
- Electronic files of the documents in PDF format and suitable for posting on the City’s website
- Graphics and photographs provided in an electronic format that can be utilized by the City and clearly reproduced by the City

Task 6 Deliverables

- Comprehensive report
- Planning level cost estimates for projects
- Presentation Materials

Experience Highlight



Alta developed “MOVE TAMARAC” the **Multimodal Transportation Connectivity Master Plan** for the City of Tamarac, funded through the Broward County Mobility Advancement Program. This comprehensive plan evaluates the current state of biking, walking, transit, and road networks, and provides a roadmap of infrastructure, policy, and program recommendations to improve transportation for all modes.

The plan encompasses data collection, data analysis, stakeholder interviews, public engagement, funding opportunities, and implementation framework through policy, program and short, medium, and long-term recommendations; A prioritized list of projects with high level planning cost estimates and detailed scope recommendations was created. This list guides the city’s future infrastructure investments. MOVE TAMARAC reflects the voices of the community, business owners, elected officials, City staff, and agency partners engaged throughout the planning process.

Schedule

This proposed schedule reflects the scope outlined in this proposal. The Alta team is flexible in our approach and looks forward to working with the City to finalize the scope and schedule to meet the needs of the City and project.

	2025												2026		
	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May
TASK 1. PROJECT MANAGEMENT															
1.1 Kickoff Meeting		X													
1.2 Project Coordination and Administration (12 meetings- 1 monthly)			X	X	X	X	X	X	X	X	X	X	X	X	
1.3 Quality Assurance/Quality Control															
TASK 2. INITIAL RESEARCH & ANALYSIS															
2.1 Understand Existing Plans, Relevant Site Studies, and Documents															
2.2 Data Collection, Inventory, and Analysis															
2.3 Assemble Base Maps															
2.4 Technical Working Group (4X1 hour)					X			X			X			X	
TASK 3: COMMUNITY OUTREACH AND ENGAGEMENT															
3.1 Public Involvement Website and Survey															
3.2 Presentation to Neighborhood Associations											X	X			
3.3 Presentation to Central City Redevelopment Advisory Board (CCRAB)											X		X		
3.4 Presentation to the City Commission															X
TASK 4: EDITS, RENDERINGS AND FINALIZATION OF DESIGN GUIDELINES AND STANDARD CONCEPTS															
4.1 Develop Streetscape Standards And Guidelines															
4.2 List of Projects															
4.3 Concepts and Renderings															
TASK 5: IDENTIFICATION OF POTENTIAL STREETSCAPES AND INFRASTRUCTURE PROJECTS															
5.1 Identification of Potential Streetscapes and Infrastructure Projects															
TASK 6: PLAN PRIORITIZATION ASSISTANCE & IMPLEMENTATION															
6.1 Cost Estimates															
6.2 Project Implementation Strategy															
6.3 Draft Plan															
6.4 Final Plan															

Legend

- Meeting Occurrence X
- In Progress
- Deliverable

Current Workload

With respect to current workload indicators, the staff members assigned to this project are well positioned to be fully involved in this plan, as many of our current projects are ending. A sample of our local current and upcoming projects includes:

- Broward County MPO Planning & Engineering Assistance - anticipated completion March 2025
- West Palm Beach Downtown Mobility Plan - anticipated completion March 2025
- Miami Beach Adding Left Turn Lanes, FL - anticipated completion June 2025
- Boca Raton Downtown Mobility, FL - anticipated completion July 2025
- Lake County SS4A, FL - anticipated completion December 2025

The Alta team we have assembled—including subconsultants DMRP, ISC, and WGI—was selected based on the needs of the project and the expertise of the staff. Alta has both the local presence and national reach to match the needs of this project, as well as adequate availability for all key personnel involved. This assures that the City will have the most experienced and available staff and allows the Alta team to be efficient in completing quality work on schedule and within budget.

Alta's staff have the time and capacity to complete this project in accordance with our proposed schedule of work. **This project is a priority for our team and all staff members will be available throughout the life of the project.**

Available Resources

Alta project managers use Deltek Vision software to balance resources and manage the complete lifecycle of a project. Our real-time project planning module provides a clear snapshot of utilization to enable the selection of available and qualified staff for each task. Our 20 offices—including two in Florida—can track and manage project progress with streamlined collaboration and information sharing across the project team.

Alta has technical capabilities that aid our design team during all phases of design. Alta staff utilizes technical skill and fluency with software to clearly convey design intent through graphics suited for a variety of audiences. We utilize the Adobe Creative Suite for developing

conceptual graphics, Sketchup and Google Earth Pro to convey design ideas in 3D views suitable for public meetings, and AutoCAD, Civil 3D, and Microstation to generate technical drawings.

In addition to having the appropriate offices and staff to manage this project, Alta's team has ample technical skills and resources to use on this project:

Software

- » ArcGIS
- » ASAD
- » AutoCAD
- » AutoTURN
- » Bentley's iTwin Orbit software
- » Bluebeam Revu
- » Civil 3D
- » ESRI (ArcGIS, Field Maps)
- » FHWA Hydraulic Toolbox
- » HEC-RAS
- » HY-8
- » Hydraflow
- » ICPR4
- » Microstation
- » Open Roads Design
- » Pavemetrics' Road Inspection
- » PONDS
- » Revit
- » Riegl RiProcess (LiDAR and imagery processing)
- » SIDRA Intersections (roundabout analysis tool)
- » Sketchup Pro
- » Streamline Technologies FloodwiseTM and StormwiseTM
- » SWMM
- » Synchro
- » VISSIM
- » VoxelMaps Insight Platform (automated processing of multi-sensor data using AI)
- » XP-SWMM

Hardware

- » Mobile mapping Mosaic X camera
- » Riegl VMX-2HA Lidar System
- » Riegl VMY-2 Lidar System (supported for vehicle, drone, and backpack applications)
- » Pavemetrics' LCMS-4M System Pavement Scanner
- » Raptor 3-D Ground Penetrating Radar

4.2.6

References



Tamarac Multimodal Transportation Connectivity Master Plan

TAMARAC, FL | 2023-2024

Alta developed the Multimodal Transportation Connectivity Master Plan for the City of Tamarac. This comprehensive plan evaluates the current state of biking, walking, transit, and road networks, and identifies effective strategies, network enhancements, and safety improvements. The plan encompasses policy and program short, medium, and long-term recommendations. This prioritized list of projects will guide the city's future infrastructure investments.

CLIENT

City of Tamarac
7525 NW 88th Avenue
Tamarac, FL 33321

CONTACT

Maher Mansour, AICP, LEED AP
Assistant Director of Community
Development
(954) 597-3530
maher.mansour@tamarac.org

TOTAL COST OF CONSTRUCTION

Not a requirement of project



West Palm Beach Mobility Plan

WEST PALM BEACH, FL | 2017-2020

The City of West Palm Beach made a commitment to create a community that is economically vibrant and competitive, environmentally sustainable, and socially just and accessible. This has led to expanded transportation options such as local circulators and SkyBike (bikeshare) services. Alta worked with the City of West Palm Beach to develop a collaborative and innovative approach to transportation planning, design, and implementation, leveraging current and new mobility technology and strategies.

Alta focused on how to align competing demands for space in the public right-of-way to plan, prioritize, and implement a high-quality transportation network of on-street bikeways, walkways, trails, transit service, and vehicular routes. Included in this effort are mobility hubs that integrate options for future mobility technology such as electric vehicles and autonomous shuttles, public transit, bikeshare, car share, and placemaking strategies. The Alta team also made recommendations and policy guidance for autonomous shuttles and bus services.

Alta conducted four studies as part of this plan: a Citywide transit study, a Downtown Parking and Transportation Demand Management Study, the Okeechobee Corridor Study, and the Tamarind Avenue Vision Study.

CLIENT

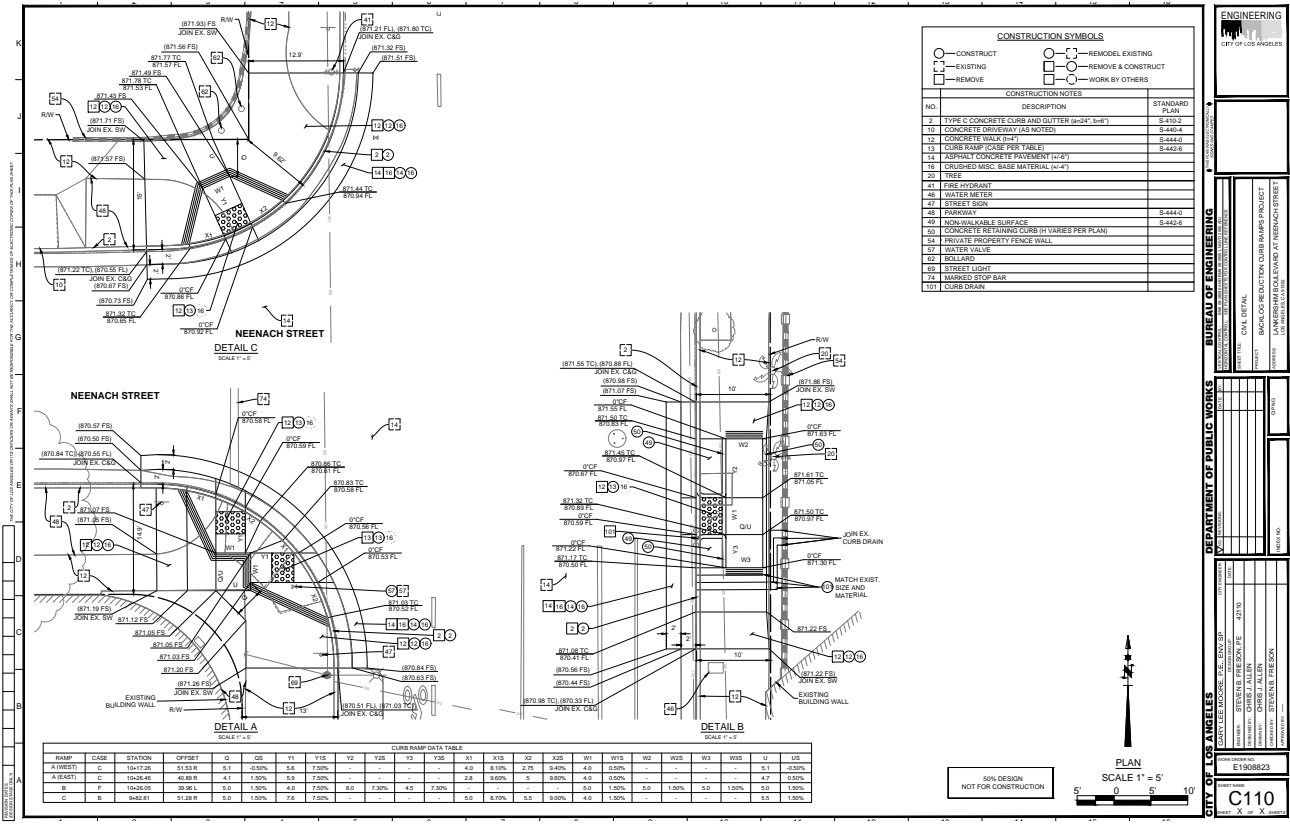
City of West Palm Beach
 401 Clematis Street
 West Palm Beach, FL 33402

CONTACT

Kevin Volbrecht, P.E.
 Director of Engineering Services
 City of West Palm Beach
 (561) 494-1091
 kcvolbrecht@wpb.org

TOTAL COST OF CONSTRUCTION

Not a requirement of project



Civil Engineering On-Call Services

LOS ANGELES, CA | 2019-ONGOING

Alta is working with LABOE on prioritized infrastructure improvements that promote efficient modes of travel that focus on safety, inclusion, and sustainability. This five-year on-call utilizes Measure M and local funds and has resulted in several design and design support services during construction, including:

- Phase 1 South Bay MSP Program
- Phase 2 Backlog Reduction Program
- Phase 3 Vision Zero Program

Alta is managing and designing 182 intersection quadrants to meet ADA compliance across the City of Los Angeles. We are conducting site visits, preparing PS&E, and providing utility and stakeholder coordination throughout the engagement.

CLIENT

City of Los Angeles Bureau of Engineering (LABOE)
1149 S. Broadway, 8th floor
Los Angeles, CA 90015

CONTACT

Kitty Siu, Senior Civil Engineer
Department of Public Works
(213) 485-4623
kitty.siu@lacity.org

TOTAL COST OF CONSTRUCTION

Not a requirement of project

4.2.7

M/WBE Participation

4.2.8

Subconsultants

4.2.7 Minority/Women Participation

The Alta team for this project includes ISC, a DBE- and WBE-certified firm who will lead engagement efforts; their certificate is shown below. We are committed to working with DBE firms whenever possible. Alta's Principals and Project Managers actively build relationships with emerging and disadvantaged business owners and cultivate relationships with many firms, so we are able to make a connection when an opportunity arises. Alta draws upon those relationships to enlist the expertise of other firms as needed to best meet the objectives of a project, incorporating DBE, ESB, SDV, and M/WBE partners whenever possible. Alta has a strong record of collaborating with such firms, meeting and exceeding agency targets, and building community capacity by partnering with non-profits.

4.2.8 Subconsultants

Alta will be working with subconsultants DRMP, ISC, and WGI. Please see [page 13 for information about subconsultants qualifications](#) and the [organizational chart on page 24](#) for how subconsultants will be utilized.



4.2.9

Required Forms

AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Willis Towers Watson Insurance Services West, Inc.		NAMED INSURED Alta Planning + Design, Inc. 101 SW Main St., Ste 2000 Portland, OR 97204	
POLICY NUMBER See Page 1		NAIC CODE See Page 1	
CARRIER See Page 1		EFFECTIVE DATE: See Page 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability Insurance

INSURER AFFORDING COVERAGE: Indemnity National Insurance Company NAIC#: 18468
 POLICY NUMBER: XS001814 24 EFF DATE: 12/31/2024 EXP DATE: 12/31/2025

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Excess Automobile Liability	Each Occurrence	\$1,500,000
	excess	\$2,000,000

INSURER AFFORDING COVERAGE: RSUI Indemnity Company NAIC#: 22314
 POLICY NUMBER: NHA604323 EFF DATE: 12/31/2024 EXP DATE: 12/31/2025

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Excess Automobile Liability	Each Occurrence	\$1,500,000
	excess	\$2,000,000

ACORD 101 (2008/01)

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SR ID: 26998488

BATCH: 3756610

CERT: W37154791

b. Local Business Preference Certification



LOCAL BUSINESS PREFERENCE

Section 2-199.2, Code of Ordinances of the City of Fort Lauderdale, (Ordinance No. C-12-04), provides for a local business preference.

In order to be considered for a local business preference, a bidder must include the Local Business Preference Certification Statement of this ITB, as applicable to the local business preference class claimed **at the time of bid submittal**.

Upon formal request of the City, based on the application of a Local Business Preference the Bidder shall, within ten (10) calendar days, submit the following documentation to the Local Business Preference Class claimed:

- A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **and**
- B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the local business preference.

THE COMPLETE LOCAL BUSINESS PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK:

https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH2_AD_ARTVFI_DIV2PR_S2-186LOBUPR

Definitions: The term "Business" shall mean a person, firm, corporation or other business entity which is duly licensed and authorized to engage in a particular work in the State of Florida. Business shall be broken down into four (4) types of classes:

1. Class A Business – shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **and** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
2. Class B Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **or** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
3. Class C Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone **and** staffed with full-time employees within the limits of Broward County.
4. Class D Business – shall mean any Business that does not qualify as either a Class A, Class B, or Class C business.



LOCAL BUSINESS PREFERENCE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the local business price preference classification as indicated herein, and further certifies and agrees that it will re-affirm its local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

(1) is a Class A Business as defined in City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the City of Fort Lauderdale current year Business Tax Receipt and a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.

Business Name

(2) is a Class B Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Business Tax Receipt or a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.

Business Name

(3) is a Class C Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.

Business Name

(4) requests a Conditional Class A classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

Business Name

(5) requests a Conditional Class B classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.

Business Name

(6) is considered a Class D Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186 and does not qualify for Local Preference consideration.

Alta Planning + Design, Inc.

Business Name

BIDDER'S COMPANY: Alta Planning + Design, Inc.

AUTHORIZED COMPANY PERSON: Katie Mangle (Signature) 2/25/25 (Date)
PRINT NAME SIGNATURE DATE

c. Disadvantaged Business Enterprise Preference Certification



DISADVANTAGED BUSINESS ENTERPRISE (DBE) PREFERENCE

Section 2-185, Code of Ordinances of the City of Fort Lauderdale, provides for a disadvantaged business preference.

In order to be considered for a DBE Preference, a bidder must include a certification from a government agency, as applicable to the DBE Preference class claimed **at the time of bid submittal**.

Upon formal request of the City, based on the application of a DBE Preference the Bidder shall, within ten (10) calendar days, submit the following documentation to the DBE Class claimed:

A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **or** State of Florida active registration **and/or**

B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the disadvantaged business preference.

THE COMPLETE DBE PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK: <https://www.fortlauderdale.gov/home/showpublisheddocument?id=56883>

Definitions

- a. The term "disadvantaged class 1 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- b. The term "disadvantaged class 2 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business within the limits of the city with a full-time employees and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- c. The term "disadvantaged class 3 enterprise" shall mean any disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the Tri-County area and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.
- d. The term "disadvantaged class 4 enterprise" shall mean any disadvantaged business enterprise that does not qualify as a Class A, Class B, or Class C business, but is located in the State of Florida and provides supporting documentation of its disadvantaged certification as established in the City's Procurement Manual.



DISADVANTAGED BUSINESS ENTERPRISE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the disadvantaged business enterprise price preference classification as indicated herein, and further certifies and agrees that it will re-affirm its preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this solicitation. Violation of the foregoing provision may result in contract termination.

(1) is a disadvantaged class 1 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

(2) is a disadvantaged class 2 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business within the limits of the city with a full-time employee(s) and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

(3) is a disadvantaged class 3 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the Tri-County area and provides supporting documentation of its City of Fort Lauderdale business tax and disadvantaged certification as established in the City's Procurement Manual.

Business Name

(4) is a disadvantaged class 4 enterprise as defined in the City of Fort Lauderdale Ordinance Section 2-185 disadvantaged business enterprise that does not qualify as a Class A, Class B, or Class C business, but is located in the State of Florida and provides supporting documentation of its disadvantaged certification as established in the City's Procurement Manual.

Business Name

(5) is not considered a Disadvantaged Enterprise Business as defined in the City of Fort Lauderdale Ordinance Sec.2-185 and does not qualify for DBE Preference consideration.

Alta Planning + Design, Inc.

Business Name

BIDDER'S COMPANY: Alta Planning + Design, Inc.

AUTHORIZED COMPANY PERSON: Katie Mangle *Katherine Mangle* 2/25/25
PRINT NAME SIGNATURE DATE

d. Non-Collusion Statement



NON-COLLUSION STATEMENT

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g., ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents, and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

<u>NAME</u>	<u>RELATIONSHIPS</u>
_____	_____
_____	_____
_____	_____
_____	_____

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.



Authorized Signature
Katie Mangle

Name (Printed)

Vice President, as duly authorized

Title
2/26/25

Date

e. Non-Discrimination Certification Form



CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH NON-DISCRIMINATION PROVISIONS OF THE CONTRACT

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

Pursuant to City Ordinance Sec. 2-17(a)(i)(ii), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

- A. Contractors doing business with the City shall not discriminate against their employees based on the employee's race, color, religion, gender (including identity or expression), marital status, sexual orientation, national origin, age, disability, or any other protected classification as defined by applicable law.

Contracts. Every Contract exceeding \$100,000, or otherwise exempt from this section shall contain language that obligates the Contractor to comply with the applicable provisions of this section.

The Contract shall include provisions for the following:

- (i) The Contractor certifies and represents that it will comply with this section during the entire term of the contract.
- (ii) The failure of the Contractor to comply with this section shall be deemed to be a material breach of the contract, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.



Authorized Signature

Katie Mangle, Vice President, as duly authorized

Print Name and Title

2/26/25

Date

f. E-Verify Affirmation Statement



E-VERIFY AFFIRMATION STATEMENT

Solicitation/Bid /Contract No: RFQ EVENT# 410

Project Description:

CAPITAL IMPROVEMENT MASTER PLAN FOR THE CENTRAL CITY CRA AREA

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- A. all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- B. all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/ Bidder Company Name: Alta Planning + Design, Inc.

Authorized Company Person's Signature: *Katherine Mangle*

Authorized Company Person's Title: Vice President, as duly authorized

Date: 2/26/25

g. Contract Payment Method



CONTRACT PAYMENT METHOD

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to credit card payments via MasterCard or Visa as part of this program.

This allows you as a vendor of the City of Fort Lauderdale to receive your payments fast and safely. No more waiting for checks to be printed and mailed.

In accordance with the contract, payments on this contract will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, bidders must presently have the ability to accept the credit card or take whatever steps necessary to implement acceptance of a card before the start of the contract term, or contract award by the City.

All costs associated with the Contractor's participation in this purchasing program shall be borne by the Contractor. The City reserves the right to revise this program as necessary.

By signing below, you agree with these terms.

Please indicate which credit card payment you prefer:

____ MasterCard

____ Visa

Alta Planning + Design, Inc.

Company Name

Katie Mangle

Name (Printed)

Katherine Mangle

Signature

Vice President, as duly authorized

Title

2/26/25

Date

h. Bid/Proposal Certification

CITY OF FORT LAUDERDALE BID/PROPOSAL CERTIFICATION

Please Note: It is the sole responsibility of the bidder/proposer to ensure that their response is submitted electronically through the [City's on-line strategic sourcing platform](#) prior to the bid opening date and time listed. Paper bid submittals will not be accepted. 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) Alta Planning + Design, Inc. EIN (Optional): 680465555

Address: 101 SW Main Street, Suite 2000

City: Portland State: OR Zip: 97204

Telephone No.: (503) 230-9862 FAX No.: n/a Email: eastbids@altago.com

Delivery: Calendar days after receipt of Purchase Order (**section 1.02 of General Conditions**): 365

Total Bid Discount (**section 1.05 of General Conditions**): N/A

Check box if your firm qualifies for DBE (**section 1.09 of General Conditions**):

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>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
<u>1</u>	<u>2/25/25</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u>2</u>	<u>3/3/25</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

VARIANCES: If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, simply mark N/A.

Please see attached "Proposed Amendments to Form of Agreement" for our proposed variances.

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 City 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, that in no event shall the City's liability for respondent's direct, 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 exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

Katie Mangle

Name (printed)

2/26/25

Date



Signature

Vice President, as duly authorized

Title

PROPOSED AMENDMENTS TO FORM OF AGREEMENT

<p align="center"> Legal Company Name: Alta Planning + Design, Inc. State of Incorporation: California Tax ID: 68-0465555 For all legal-related correspondence and information please use the following address: 101 SE Main St Ste#2000 Portland, OR 97204 (503) 230 9862 contracts@altago.com </p>			
Section / General Condition	Location	Proposed Amendment (Deletions in Red, Insertions in Blue)	Comments
8.4.3	1 st Paragraph	<p>Payments are scheduled to be made by CITY to CONSULTANT using a credit card/CITY Procurement Card (P-Card). Payment will be made to CONSULTANT at:</p> <p>(CONSULTANT's ADDRESS—include name of President etc., title, company name, address, telephone, e-mail)</p>	Alta accepts checks and ACH
10.3		<p>Should the lowest responsible, responsive proposal exceed the Final Statement of Probable Construction Costs by ten percent (10%) or more, CONSULTANT shall, at the CITY's direction, redesign each Project and/or work with the CITY to reduce the costs to within the Final Statement of Probable Construction Costs at no additional expense to the CITY. In such a circumstance, the CITY may at its sole discretion, exercise any one or more of the following options:</p> <ul style="list-style-type: none"> • CONSULTANT shall be required to amend at the sole cost and expense of CONSULTANT, the Construction Drawings, Technical Specifications and Supplemental Conditions to enable the project to conform to a maximum of ten percent (10%) above the Estimated Construction Costs of the Project, such amendments to be subject to the written final acceptance and approval of same by the CITY; • CONSULTANT shall be required to provide at the cost and expense of CONSULTANT re-bidding services and related items (including costs associated with regulatory review and approval of revised documents) as many times as requested by the CITY until the base bid of at least one "best value" bid falls within the factor of ten percent (10%) of the Estimated Construction Cost of the Project; • The CITY may approve an increase in the Estimated Construction Cost of the Project; • The CITY may reject all bids or proposals and may authorize re-bidding; • The CITY may if permitted, approve a renegotiation of the Project within a reasonable time; • The CITY may abandon the project and terminate CONSULTANT's work authorization and Services for the Project; or • The CITY may select as many deductive alternatives as may be necessary to bring the award within ten percent (10%) of the Estimated Construction Costs of the Project. <p>It is expressly understood and agreed that the redesigning services required to keep the Project within ten percent (10%) of the Estimated Construction Cost shall not be considered additional services and CONSULTANT agrees that it shall not seek compensation from the CITY for such Services.</p>	Alta is not a construction firm and can not be held liable for the changing costs of construction.

10.9		The CITY shall maintain a record of all Change Orders which shall be categorized according to the various types, causes, etc. that it may be determined are useful or necessary for its purpose. Among those shall be Change Orders identified as negligent architectural/engineering Errors or Omissions.	Alta's liability should be limited to negligence
10.9.1		Unless otherwise agreed by both Parties in writing, it is specifically agreed that any change to the work identified as an a negligent Error on the part of CONSULTANT shall be considered for purposes of this Agreement to be an additional cost to the CITY which would not be incurred without the negligent Error. Negligent Errors on the part of the CONSULTANT shall be rectified by the CONSULTANT with no additional cost to the CITY.	Alta's liability should be limited to negligence
10.9.2		Unless otherwise agreed by both Parties in writing, it is further specifically agreed for purposes of this Agreement that fifteen percent (15%) of the cost of Change Orders for any item categorized as an a negligent Omission shall be considered an additional cost to the CITY which would not be incurred without the negligent Omission. So long as the total of those two numbers (Change Order costs of negligent Errors plus fifteen percent (15%) of negligent Omissions) remains less than two percent (2%) of the total Construction Cost of the Project, the CITY shall not look to CONSULTANT for reimbursement for negligent Errors and Omissions.	Alta's liability should be limited to negligence
10.9.3		Should the sum of the two as defined above (cost of negligent Errors plus fifteen percent (15%) of the cost of negligent Omissions) exceed two percent (2%) of the Construction Cost, the CITY shall recover the full and total additional cost to the CITY as a result of CONSULTANT's negligent Errors and Omissions from CONSULTANT, that being defined as the cost of negligent Errors plus fifteen percent (15%) of the cost of negligent Omissions above two percent (2%) of the Construction Cost.	Alta's liability should be limited to negligence
10.9.6		The Contract Administrator's decision as to whether a Change Order is caused by an a negligent Error or caused by an a negligent Omission, taking into consideration industry standards, shall be final and binding on both Parties for amounts in the aggregate under \$100,000 per project, subject to Section 9.3. In the event of a dispute in an amount over \$100,000, the Parties agree to use their best efforts to settle such dispute. To this effect, they shall consult and negotiate with each other, in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both Parties. If they do not reach such solution within a period of sixty (60) days, then upon notice to the other, either Party may commence litigation to resolve the dispute in Broward County, Florida.	This decision should not be made by anyone other than a certified design professional Alta's liability should be limited to negligence
12.1 Ownership of Documents	1 st Paragraph	All documents including, but not limited to, drawings, renderings, models, and specifications prepared or furnished by CONSULTANT, its dependent professional associates and consultants, pursuant to this Agreement shall be owned by the CITY upon full payment to CONSULTANT in accordance with the terms and conditions of this agreement.	Ownership should only transfer upon full payment for services rendered.

12.2 Termination	12.2.1 Termination for Cause – 2 nd Paragraph	All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by CONSULTANT shall become the property of CITY and shall be delivered by CONSULTANT to the CITY within five (5) days of CITY’s request. Upon payment of such sum by CITY to CONSULTANT, CITY shall have no further duties or obligations pursuant to or arising from this Agreement. Any and all use or modification of the instruments of service which were not complete upon termination of this Agreement but which CITY may possess shall be at the CITY’s sole risk and without legal liability to the CONSULTANT.	Consultant should not be held legally responsible for incomplete work
12.9 Indemnification of City	12.9.1	CONSULTANT shall indemnify and hold harmless CITY, 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 intentional misconduct of CONSULTANT and persons employed or utilized by CONSULTANT in the performance of this Agreement. Where joint or concurrent negligence occur, the Parties shall bear the loss in proportion to their or their officers’, employees’, agents’, Subcontractors’ or Suppliers’ degree of negligence. This indemnification shall survive the term of this agreement. In the event that any action or proceeding is brought against CITY by reason of any such claim or demand, CONSULTANT shall, upon written notice from CITY,	Consultant should only be responsible for damages or loss to the extent the damage or loss was caused by Consultant. We request this edit because it more closely conforms to FL Title XLI Chapter 725 Section 725.08, (2) which prohibits a public agency from requiring a design professional to defend.
12.9 Indemnification of City	12.9.2	To the extent considered necessary by Contract Administrator and CITY, any sums due the CONSULTANT under this Agreement may be retained by CITY until all of the CITY’s claims for indemnification pursuant to this Agreement have been settled or otherwise resolved, and any amount withheld shall not be subject to payment of interest by CITY.	Consultant should be paid for completed work. Consultant shall pay for any obligations to arise from indemnity separately upon being found at fault.
12.10 Limitation of City’s Liability	Add 2 nd Paragraph	Notwithstanding any other provision in this Agreement, the Client agrees to strictly limit Contractor’s liability under this Agreement or arising from the performance or non-performance of the Services under any theory of law, including but not limited to claims for negligence, negligent misrepresentation, and breach of contract, to the lesser of the fees paid to Contractor for the Services or maximum of applicable insurance proceeds. No claim may be brought against Contractor in contract or tort more than two (2) years after the cause of action arose. Any claim, suit, demand, or action brought under this Agreement shall be directed and/or asserted only against Contractor and not against any of Contractor’s employees, shareholders, officers, or directors. Contractor’s liability with respect to any claims arising out of this Agreement shall be limited as provided herein to direct damages arising out of the performance of the Services.	It is appropriate to limit liability to appropriate levels based on fee and scope of work undertaken.
12.11 Insurance	Insurance Certificate Requirements d)	In the event the Agreement term or any surviving obligation of CONSULTANT following expiration or early termination of the Agreement goes beyond the expiration date of the insurance policy, CONSULTANT shall provide the City with an updated Certificate of Insurance no later than ten (10) days prior to the expiration of the insurance currently in effect. upon renewal.	Alta maintains continuous coverage. COI renewals are managed by a third party and not in our control. We will provide a renewal certificate as soon as it is available.

12.20 Compliance With Laws		CONSULTANT shall use the Standard of Care in its profession to comply with all applicable federal, state, and local laws, codes, ordinances, rules, and regulations in performing its duties, responsibilities, and obligations related to this Agreement.	By using the standard of care to comply with laws, this becomes insurable thus protecting both the City and Consultant.
12.37 Intellectual Property		CONSULTANT shall protect and defend at CONSULTANT's expense, counsel being subject to the City's approval, and indemnify and hold harmless the City from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, royalties, expenses, or liabilities, including any award of reasonable attorney fees and any award of costs, in connection with or arising directly or indirectly out of any infringement or allegation of infringement of any patent, copyright, or other intellectual property right in connection with the CONSULTANT's or the City's use of any copyrighted, patented or un-patented invention, process, article, material, or device that is manufactured, provided, or used pursuant to this Agreement. If the CONSULTANT uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.	We request this edit because it more closely conforms to FL Title XLI Chapter 725 Section 725.08, (2) which prohibits a public agency from requiring a design professional to defend.
12.38 Rights in Documents and Work		Any and all reports, photographs, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of City, upon full payment to CONSULTANT; and CONSULTANT disclaims any copyright in such materials.	Ownership should only transfer upon full payment for services rendered.

i. Affidavit of Compliance with Foreign Entity Laws

AFFIDAVIT OF COMPLIANCE WITH FOREIGN ENTITY LAWS (Florida Statute- §287.138, 692.201, 692.202, 692.203, and 692.204)

The undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury as follows:

1. Entity is not owned by the government of a foreign country of concern as defined in Section 287.138, Florida Statutes. (Source:§ 287.138(2)(a), Florida Statutes)
2. The government of a foreign country of concern does not have a controlling interest in Entity. (Source:§ 287.138(2)(b), Florida Statutes)
3. Entity is not organized under the laws of, and does not have a principal place of business in, a foreign country of concern. (Source: § 287.138(2)(c), Florida Statutes)
4. Entity is not owned or controlled by the government of a foreign country of concern, as defined in Section 692.201, Florida Statutes. (Source:§ 288.007(2), Florida Statutes)
5. Entity is not a partnership, association, corporation, organization, or other combination of persons organized under the laws of or having its principal place of business in a foreign country of concern, as defined in Section 692.201, Florida Statutes, or a subsidiary of such entity. (Source: § 288.007(2), Florida Statutes)
6. Entity is not a foreign principal, as defined in Section 692.201, Florida Statutes. (Source: § 692.202(5)(a)(I), Florida Statutes)
7. Entity is in compliance with all applicable requirements of Sections 692.202, 692.203, and 692.204, Florida Statutes.
8. **(Only applicable if purchasing real property)** Entity is not a foreign principal prohibited from purchasing the subject real property. Entity is either (a) not a person or entity described in Section 692.204(1)(a), Florida Statutes, or (b) authorized under Section 692.204(2), Florida Statutes, to purchase the subject property. Entity is in compliance with the requirements of Section 692.204, Florida Statutes. (Source:§§ 692.203(6)(a), 692.204(6)(a), Florida Statutes)

The undersigned is authorized to execute this affidavit on behalf of Entity.

Name: Michael Rose Title: Vice President, as duly authorized Entity: Alta Planning + Design, Inc.

Signature:  Date: 2/26/25


NOTARY PUBLIC ACKNOWLEDGEMENT SECTION

STATE OF Oregon
COUNTY OF Multnomah

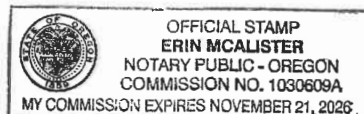
The foregoing instrument was acknowledged before me, by means of physical presence or online notarization, this 26th day of February, 2025, by Michael Rose, as

Vice President, as duly authorized for Alta Planning + Design, Inc., who is

personally known to me or who has produced N/A as identification.

Notary Public Signature:  (Notary Seal)

Print Name: Erin McAlister My commission expires: 11/21/2026



j. Anti-Human Trafficking Affidavit

Form not required per proposal Q&A. Alta is prepared to complete and sign the form upon the execution of a contract with the City.

k. Reference Form

REFERENCES FORM

The Consultant shall have previous experience in the State of Florida with projects of similar scope and scale (or larger). Complete this form in its entirety. **Note: Do not include proposed team members or parent/subsidiary companies as references in your submittal.**

PRIME BIDDER'S NAME: Alta Planning + Design, Inc.

CLIENT NO. 1 – Name of firm to be contacted: City of Tamarac

Address: 7525 NW 88th Avenue, Tamarac, FL 33321

Contact Person: Maher Mansour, AICP, LEED AP

Phone No: (954) 597-3530

Contact E-Mail Address: maher.mansour@tamarac.org

Project Performance Period: 04/23 to 11/24

Dates should be in mm/yy format

Project Name: Tamarac Multimodal Transportation Connectivity Master Plan

Location of Project: Tamarac, FL

Description of the overall scope: _____

Alta developed the Multimodal Transportation Connectivity Master Plan for the City of Tamarac. This comprehensive plan evaluates the current state of biking, walking, transit, and road networks, and identifies effective strategies, network enhancements, and safety improvements. The plan encompasses policy and program short, medium, and long-term recommendations. This prioritized list of projects will guide the city's future infrastructure investments.

Description of work that was self-performed by Bidder: _____

Evaluating bike, pedestrian, transit, and road networks; identifying effective strategies, network enhancements, and safety improvements; policy and program short, medium, and long-term recommendations; prioritizing future infrastructure investments.

REFERENCES FORM

CLIENT NO. 2 – Name of firm to be contacted: City of West Palm Beach

Address: 401 Clematis Street West Palm Beach, FL 33402

Contact Person: Kevin Volbrecht, P.E.

Phone No: (561) 494-1091

Contact E-Mail Address: kcvolbrecht@wpb.org

Project Performance Period: 02/17 to 11/20
Dates should be in mm/yy format

Project Name: West Palm Beach Mobility Plan

Location of Project: West Palm Beach, FL

Description of the overall scope: _____

The City of West Palm Beach made a commitment to create a community that is economically vibrant and competitive, environmentally sustainable, and socially just and accessible. This has led to expanded transportation options such as local circulators and SkyBike (bikeshare) services. Alta worked with the City of West Palm Beach to develop a collaborative and innovative approach to transportation planning, design, and implementation, leveraging current and new mobility technology and strategies.

Description of work that was self-performed by Bidder: _____

Alta focused on how to align competing demands for space in the public right-of-way to plan, prioritize, and implement a high-quality transportation network of on-street bikeways, walkways, trails, transit service, and vehicular routes. Included in this effort are mobility hubs that integrate options for future mobility technology such as electric vehicles and autonomous shuttles, public transit, bikeshare, car share, and placemaking strategies. The Alta team also made recommendations and policy guidance for autonomous shuttles and bus services.

Alta conducted four studies as part of this plan: a Citywide transit study, a Downtown Parking and Transportation Demand Management Study, the Okeechobee Corridor Study, and the Tamarind Avenue Vision Study.

REFERENCES FORM

CLIENT NO. 3 – Name of firm to be contacted: City of Los Angeles Bureau of Engineering

Address: 1149 S. Broadway, 8th floor, Los Angeles, CA 90015

Contact Person: Kitty Siu, Senior Civil Engineer

Phone No: (213) 485-4623

Contact E-Mail Address: kitty.siu@lacity.org

Project Performance Period: 10/19 to Ongoing
Dates should be in mm/yy format

Project Name: Civil Engineering On-Call Services

Location of Project: Los Angeles, CA

Description of the overall scope: _____

Alta is working with LABOE on prioritized infrastructure improvements that promote efficient modes of travel that focus on safety, inclusion, and sustainability. This five-year on-call utilizes Measure M and local funds and has resulted in several design and design support services during construction, including:

- Phase 1 South Bay MSP Program
- Phase 2 Backlog Reduction Program
- Phase 3 Vision Zero Program

Description of work that was self-performed by Bidder: _____

Alta is managing and designing 182 intersection quadrants to meet ADA compliance across the City of Los Angeles. We are conducting site visits, preparing PS&E, and providing utility and stakeholder coordination throughout the engagement.

AGREEMENT

between

City of Fort Lauderdale

and

ALTA PLANNING + DESIGNS, INC.

for

(RFQ)

RFQ Event No. 410-2

AGREEMENT

THIS IS AN AGREEMENT made and entered into this ____day of _____, 202__, by and between:

CITY OF FORT LAUDERDALE, a Florida municipality, (hereinafter referred to as "CITY") and ALTA PLANNING + DESIGNS, INC., a foreign profit corporation (hereinafter referred to as "CONSULTANT").

WHEREAS, the City Commission of the City of Fort Lauderdale, Florida at its meeting of _____, 202__, authorized by motion the execution of this Agreement between CONSULTANT and CITY authorizing the performance of _____, RFQ No. 410-2, incorporated herein, (the "Agreement"); and

WHEREAS, the CONSULTANT is willing and able to render professional services for such project for the compensation and on the terms hereinafter set forth;

NOW, THEREFORE, in consideration of the mutual covenants, agreements, terms, and conditions contained herein, the Parties hereto, do agree as follows:

ARTICLE 1 DEFINITIONS AND IDENTIFICATIONS

For the purposes of this Agreement and the various covenants, conditions, terms and provisions which follow, the DEFINITIONS and IDENTIFICATIONS set forth below are assumed to be true and correct and are therefore agreed upon by the Parties.

- 1.1 AGREEMENT: Means this document between the CITY and CONSULTANT dated _____, 202__, and any duly authorized and executed Amendments to Agreement.
- 1.2 BASIC SERVICES: Services performed by CONSULTANT for authorized scope of work for the Project phase described in this Agreement and listed in Exhibit "A," Scope of Services.
- 1.3 CONSULTANT'S PERIODIC ESTIMATE FOR PAYMENT: A statement by CONSULTANT based on observations at the site and on review of documentation submitted by the Contractor that by its issuance recommends that CITY pay identified amounts to the Contractor for services performed by the Contractor on the Project.
- 1.4 CHANGE ORDER: A written order executed by both Parties to the CONSULTANT approved by the CITY authorizing a revision of this Agreement between the CITY and CONSULTANT that is directly related to the original scope of work or an adjustment in the original contract price or the contract time directly related to the original scope of work, issued on or after the effective date of this Agreement.

- 1.5 CITY: The City of Fort Lauderdale, a Florida municipality.
- 1.6 CITY MANAGER: The City Manager of the City of Fort Lauderdale, Florida.
- 1.7 COMMISSION: The City Commission of the City of Fort Lauderdale, Florida, which is the governing body of the CITY government.
- 1.8 CONSTRUCTION COST: The total construction cost to CITY of all elements of the Project designed or specified by CONSULTANT.
- 1.9 CONSTRUCTION COST LIMIT: A maximum construction cost limit established by the CITY defining the maximum budget amount to which the final construction documents should be designed so as not to exceed.
- 1.10 CONSTRUCTION DOCUMENTS: Those working drawings and specifications and other writings setting forth in detail and prescribing the work to be done, the materials, workmanship and other requirements for construction of the entire Project, including any bidding information.
- 1.11 CONSULTANT: Alta Planning + Designs, Inc. the CONSULTANT selected to perform professional services pursuant to this Agreement.
- 1.12 CONTRACT ADMINISTRATOR: The (Department) Director for the City of Fort Lauderdale, or his designee. In the administration of this Agreement, as contrasted with matters of policy, all parties may rely upon instructions or determinations made by the Contract Administrator.
- 1.13 CONTRACTOR: One or more individuals, firms, corporations, or other entities identified as such by a written agreement with CITY ("Contract for Construction") to perform the construction services required to complete the Project.
- 1.14 DEPARTMENT MANAGER: The Community Redevelopment Manager for the City of Fort Lauderdale.
- 1.15 ERROR: A mistake in design, plans and/or specifications that incorporates into those documents an element that is incorrect and is deficient from the standard of care that a professional engineer in similar circumstances, working on a similar project and location would have exercised. Also includes mistakes in design, plans, specifications and/or shop drawings review that lead to materials and/or equipment being ordered and/or delivered where additional costs are incurred.
- 1.16 FINAL STATEMENT OF PROBABLE CONSTRUCTION COSTS: A final cost estimate prepared by CONSULTANT during the Final Design Phase of the Project, based upon the final detailed Construction Documents of the Project.
- 1.17 NOTICE TO PROCEED: A written Notice to Proceed with the Project issued by the Contract Administrator.

- 1.18 OMISSION: A scope of work missed by CONSULTANT that is necessary for the Project, including a quantity miscalculation, which was later discovered and added by Change Order and which is deficient from the standard of care that a professional engineer in similar circumstances, working on a similar project and location would have exercised. Also includes design that was wrong, but was corrected after award to the Contractor, but before the construction process was materially affected.
- 1.19 ORIGINAL CONTRACT PRICE: The original bid and/or contract price as awarded to a Contractor based upon CONSULTANT's final detailed Construction Documents of the Project.
- 1.20 PLANS AND SPECIFICATIONS: The documents setting forth the final design plans and specifications of the Project, including architectural, civil, structural, mechanical, electrical, communications and security systems, materials, lighting equipment, site and landscape design, and other essentials as may be appropriate, all as approved by CITY as provided in this Agreement.
- 1.21 PRELIMINARY PLANS: The documents prepared by CONSULTANT consisting of preliminary design drawings, renderings and other documents to fix and describe the size and character of the entire Project, and the relationship of Project components to one another and existing features.
- 1.22 PROJECT: An agreed scope of work for accomplishing a specific plan or development. This may include, but is not limited to, planning, architectural, engineering, and construction support services. The services to be provided by CONSULTANT shall be as defined in this Agreement and further detailed in Task Orders for individual projects or combinations of projects. The Project planning, design and construction may occur in separate phases and Task Orders at the CITY's discretion.
- 1.23 SPECIFICATIONS: The specifications referred to in this Agreement are the CONSTRUCTION STANDARDS AND SPECIFICATIONS, Office of the City Engineer, City of Fort Lauderdale, January 1982, including any revisions.
- 1.24 STATEMENT OF PROBABLE PROJECT COSTS: A document to be prepared by CONSULTANT that shall reflect a detailed statement of the total probable costs.
- 1.25 TASK ORDER: A document setting forth a negotiated detailed scope of services to be performed by CONSULTANT at fixed contract prices in accordance with this Agreement between the CITY and CONSULTANT.
- 1.26 TIME OF COMPLETION: Time in which the entire work shall be completed for each Task Order.

ARTICLE 2
PREAMBLE

In order to establish the background, context and frame of reference for this Agreement and to generally express the objectives and intentions of the respective parties hereto, the following statements, representations and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions of this Agreement which follow and may be relied upon by the parties as essential elements of the mutual considerations upon which this Agreement is based.

- 2.1 Pursuant to Section 287.055, Florida Statutes (2025), CITY has formed a Committee to evaluate CONSULTANT's statement of qualifications and performance data to ensure that CONSULTANT has met the requirements of the Consultants' Competitive Negotiation Act, as set forth in Section 287.055, Florida Statutes (2025), and has selected CONSULTANT to perform services hereunder.

ARTICLE 3
SCOPE OF SERVICES

- 3.1 The CONSULTANT shall perform the following professional services: Professional Engineering Services as more specifically described in Exhibit "A," Scope of Services, attached hereto and incorporated herein, and shall include, but not be limited to, services as applicable and authorized by individual Task Orders for the individual projects in accordance with Article 6 herein. CONSULTANT shall provide all services set forth in Exhibit "A" including all necessary, incidental and related activities and services required by the Scope of Services and contemplated in CONSULTANT's level of effort. CONSULTANT will perform the Services in accordance with standard industry practices, with the care, knowledge and skill expected of similar engineering firms. No other warranties, express or implied are made or intended.
- 3.2 CITY and CONSULTANT acknowledge that the Scope of Services does not delineate every detail and minor work tasks required to be performed by CONSULTANT to complete the Project. If, during the course of the performance of the services included in this Agreement, CONSULTANT determines that work should be performed to complete the Project which is in CONSULTANT's opinion, outside the level of effort originally anticipated, whether or not the Scope of Services identifies the work items, CONSULTANT shall notify Contract Administrator and obtain written approval by the CITY in a timely manner before proceeding with the work. Notice to Contract Administrator does not constitute authorization or approval by CITY to perform the work. The CITY shall not pay for any work that is not approved by the Contract Administrator in writing. If CONSULTANT proceeds with said work without notifying the Contract Administrator, said work shall be deemed to be within the original level of effort, whether specifically addressed in the Scope of Services. Notice to Contract Administrator does not constitute authorization or approval by CITY to perform the work. Performance of work by CONSULTANT outside the originally anticipated level of effort without prior written CITY approval is

at CONSULTANT's sole risk.

ARTICLE 4
GENERAL PROVISIONS

- 4.1 Negotiations pertaining to the rates for professional services to be performed by CONSULTANT have been undertaken between CONSULTANT and CITY representatives pursuant to Section 287.055, Florida Statutes (2025), and this Agreement incorporates the results of such negotiation.
- 4.2 CONSULTANT shall include CITY's specific Task Order number as part of the heading on all correspondence, invoices and drawings. All correspondence shall be directed specifically to the Contract Administrator.

ARTICLE 5
PRIORITY OF PROVISIONS

- 5.1 The Contract Documents are intended to include all items necessary for the proper execution and completion of the work by CONSULTANT. Any labor, services, materials, supplies, equipment or documentation that may reasonably be inferred from the Contract Documents or trade usage from prevailing custom as being required to produce the indicated result will be provided whether or not specifically called for at no additional cost to CITY. The Contract Documents are complementary, and wherever possible the provisions of the Contract Documents shall be construed in such manner as to avoid conflicts between provisions of the various Contract Documents. In the event of any inconsistency in the Contract Documents, where such inconsistency is not clarified by change order, addendum or amendment, the Contract Documents shall be construed according to the following priorities:

First priority: Approved Change Orders, Addenda or Amendments to all related documents.

Second priority: Specifications (quality) and Drawings (location and quantity) of CONSULTANT.

Third priority: This AGREEMENT.

Fourth priority: City of Fort Lauderdale Request for Qualifications No. RFQ 410.

Fifth priority: CONSULTANT's response to City of Fort Lauderdale Request for Qualifications No. RFQ 410-2.

- 5.2 Anything shown on the drawings and not mentioned in the specifications and now shown on the drawings, shall have the same effect as if shown or mentioned respectively in both. In the event of a conflict among the Contract Documents, the latest, most stringent, and more technical requirement(s), including, but not limited to, issues of quantities or cost of the Work shall control.

- 5.3 Reference to standard specifications, manuals, rules, regulations, ordinances, laws or codes of any governmental authority, whether such reference be specific or by implication, shall mean the latest standard specification, manual, rule, regulation, ordinance, law or code in effect at the time of permit submittal.

ARTICLE 6
TASK ORDERS

- 6.1 The Project will be divided into "Tasks."
- 6.2 Task Orders shall be jointly prepared by the CITY and CONSULTANT defining the detailed scope of services to be provided for the particular Project. Each Task Order shall be separately numbered and approved in accordance with this Agreement and all applicable CITY code requirements.

ARTICLE 7
TERM OF AGREEMENT; TIME FOR PERFORMANCE

- 7.1 CONSULTANT shall perform the basic services described in Exhibit "A". The Project Activities and Time Schedule shall be automatically incorporated into this Agreement. Said time periods shall commence from the date of the Notice to Proceed for such services.
- 7.2 Prior to beginning the performance of any services under this Agreement, CONSULTANT must receive a Notice to Proceed. CONSULTANT must receive written approval from the Contract Administrator prior to beginning the performance of services in any subsequent phases of the Agreement. Prior to granting approval for CONSULTANT to proceed to a subsequent phase, the Contract Administrator may, at his or her sole option, require CONSULTANT to submit itemized deliverables for the Contract Administrator's review.
- 7.3 In the event CONSULTANT is unable to complete the above services because of delays resulting from untimely review by CITY or other governmental authorities having jurisdiction over the Project, and such delays are not the fault of CONSULTANT, or because of delays which were caused by factors outside the control of CONSULTANT, CITY shall grant a reasonable extension of time for completion of the services and shall provide reasonable compensation, if appropriate. It shall be the responsibility of the CONSULTANT to notify CITY promptly in writing whenever a delay in approval by a governmental agency is anticipated or experienced, and to inform CITY of all facts and details related to the delay.
- 7.4 In the event Contractor fails to substantially complete the Project on or before the substantial completion date specified in the project schedule with CITY or if Contractor is granted an extension of time beyond said substantial completion date, and CONSULTANT's services are extended beyond the substantial completion date, through no fault of CONSULTANT, CONSULTANT shall be compensated in

accordance with Article 7 for all services rendered by CONSULTANT beyond the substantial completion date.

- 7.5 The time for the performance of services described in the Task Orders Scope of Services and supplemental Task Orders shall be negotiated by the CITY and CONSULTANT as the services are requested and authorized by the CITY.
- 7.6 The term of this Agreement shall be limited to the time duration required to complete the basic services of the aforementioned project and any additional project related Task Orders for additional services.

ARTICLE 8 COMPENSATION AND METHOD OF PAYMENT

8.1 AMOUNT AND METHOD OF COMPENSATION

8.1.1 Not-To-Exceed Amount Compensation

CITY agrees to pay CONSULTANT as compensation for performance of all services as related to each Task Order under the terms of this Agreement a Not to Exceed Amount as agreed upon per Task Order. This compensation does not include Reimbursables as described in Section 8.2. It is agreed that the method of compensation is that of "Not to Exceed Amount" which means that CONSULTANT shall perform all services set forth in each Task Order for total compensation in the amount of or less than that stated total.

The hourly rate-billing schedule to be used in negotiating each Task Order is attached as Exhibit "B" to this Agreement. As described in Section 9.1, no modification, amendment, or alteration to Exhibit "B" shall be effective unless contained in a written document prepared with the same formality as this Agreement and executed by the CITY and CONSULTANT.

A not to exceed proposal shall be accompanied by the CONSULTANT's estimate. The estimate shall detail the direct labor costs by categories of employees, work hours, and hourly rate; overhead; direct non-salary expenses including reimbursables; and profit, or as required by individual Task Order.

8.2 REIMBURSABLES

8.2.1 Direct non-salary expenses, entitled Reimbursables, directly attributable to the Project will be charged at actual cost. Reimbursable expenses are in addition to the compensation for basic services and include actual expenditures made by the CONSULTANT and the CONSULTANT's employees directly attributable to the Project and will be charged at actual cost, without reference to the professional service fees above. CITY shall not withhold retainage from payments for Reimbursable Expenses. CONSULTANT shall be compensated

for Reimbursables associated with a particular Task Order only up to the amount allocated for such Task Order. Any reimbursable or portion thereof which, when added to the Reimbursables related to a particular Task Order previously billed, exceeds the amount allocated for such Task Order shall be the responsibility of the CONSULTANT unless otherwise agreed to in writing by the Contract Administrator. Travel and subsistence expenses for the CONSULTANT, his staff and subconsultants and communication expenses, long distance telephone, courier and express mail between CONSULTANT's and subconsultants' various offices are not reimbursable under this Agreement. Reimbursables shall include only the following listed expenses:

A. Cost of reproduction, postage and handling of drawings and specifications which are required to deliver services set forth in this Agreement, excluding reproductions for the office use of the CONSULTANT. Reimbursable printing and photocopying expenses shall include only those prints or photocopies of original documents which are (i) exchanged among CONSULTANT, CITY and other third parties retained or employed by any of them or (ii) submitted to CITY for review, approval or further distribution. Documents, which are reproduced for CONSULTANT's internal drafts, reviews, or other purposes, are not eligible for reimbursement.

B. Identifiable testing costs and special inspections approved by Contract Administrator.

C. All permit fees paid to regulatory agencies for approvals directly attributable to the Project. These permit fees do not include those permits required for the construction Contractor.

D. Overnight Delivery/Courier Charges (when CITY requires/requests this service).

8.2.2 Reimbursable subconsultant expenses are limited to the items described above when the subconsultant agreement provides for reimbursable expenses. A detailed statement of expenses must accompany any request for reimbursement. Local travel to and from the Project site or within the Tri-County Area will not be reimbursed.

8.2.3 It is acknowledged and agreed to by CONSULTANT that the dollar limitation set forth in each Task Order is a limitation upon, and describes the maximum extent of CITY's obligation to reimburse CONSULTANT for direct, non-salary expenses, but does not constitute a limitation, of any sort, upon CONSULTANT's obligation to incur such expenses in the performance of services hereunder. If CITY or Contract Administrator requests CONSULTANT to incur expenses not contemplated in the amount for Reimbursables, CONSULTANT shall notify Contract Administrator in writing before incurring such expenses. Any such expenses shall be reviewed and approved by CITY prior to incurring such expenses.

8.3 METHOD OF BILLING

8.3.1 Not-To-Exceed Amount Compensation

CONSULTANT shall submit billings, which are identified by the specific project number in a timely manner for all salary costs attributable to the Project. These billings shall identify the nature of the work performed for each phase, subtask, deliverable and item identified in the Exhibit "A" Scope of Services or Task Order, the total hours of work performed and the employee category of the individuals performing same. The statement shall show a summary of salary costs with accrual of the total and credits for portions paid previously. Subconsultant fees must be documented by copies of invoices or receipts, which describe the nature of the expenses and contain a project number or other identifier, which clearly indicates the expense, as identifiable to the Project. Except for meals and travel expenses, it shall be deemed unacceptable for CONSULTANT to modify the invoice or receipt by adding a project number or other identifier. Internal expenses must be documented by appropriate CONSULTANT's cost accounting forms with a summary of charges by category. When requested, CONSULTANT shall provide backup for past and current invoices that records hours and salary costs by employee category and subconsultant fees on a task basis, so that total hours and costs by task may be determined.

8.4 METHOD OF PAYMENT

8.4.1 CITY shall pay CONSULTANT in accordance with the Florida Prompt Payment Act. To be deemed proper, all invoices must comply with the requirements set forth in this Agreement and must be submitted on the form and pursuant to instructions prescribed by Contract Administrator.

8.4.2 CITY will review CONSULTANT's invoices and, if inaccuracies or errors are discovered in said invoice, CITY will inform CONSULTANT within ten (10) working days by fax and/or by email of such inaccuracies or errors and request that revised copies of all such documents be re-submitted by CONSULTANT to CITY.

8.4.3 Payments are scheduled to be made by CITY to CONSULTANT using a credit card/CITY Procurement Card (P-Card). Payment will be made to CONSULTANT at:

ALTA PLANNING + DESIGN, INC.
433 Plaza Real, Suite 275
Boca Raton, FL 33432
Matthew Hayes, Principal-in-Charge
E-Mail: MattHayes@AltaGO.com
Phone: (919) 451-0204

ARTICLE 9
AMENDMENTS AND CHANGES IN SCOPE OF SERVICES

- 9.1 No modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written Amendment prepared with the same formality as this Agreement and executed by the CITY and CONSULTANT.
- 9.2 CITY or CONSULTANT may request changes that would increase, decrease, or otherwise modify the Scope of Services to be provided under a Task Order. Such changes must be contained in a written amendment, executed by the Parties hereto, with the same formality and of equal dignity herewith, prior to any deviation from the terms of the Task Order including the initiation of any additional services. CITY shall compensate CONSULTANT for such additional services as provided in Article 7.
- 9.3 In the event a dispute between the Contract Administrator and CONSULTANT arises over whether requested services constitute additional services and such dispute cannot be resolved by the Contract Administrator and CONSULTANT, such dispute shall be promptly presented to the City Manager for resolution. The City Manager's decision shall be final and binding on the Parties for amounts in the aggregate under \$100,000.

In the event of a dispute in an amount over \$100,000, the Parties agree to use their best efforts to settle such dispute. To this effect, they shall consult and negotiate with each other, in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both Parties. If they do not reach such solution within a period of sixty (60) days, then upon notice to the other, either Party may commence litigation to resolve the dispute in Broward County, Florida. Any resolution shall be set forth in a written document in accordance with Section 9.2 above. During the pendency of any dispute, CONSULTANT shall promptly perform the disputed services.

ARTICLE 10
CONSULTANT'S RESPONSIBILITIES

- 10.1 The CONSULTANT, following the CITY's approval of the Construction Documents and of the Final Statement of Probable Construction Costs, shall, when so directed and authorized by the CITY, assist the CITY in estimating construction costs, reviewing proposals, and assist in awarding contracts for construction. If requested, CONSULTANT shall review and analyze the proposals received by the CITY and shall make a recommendation for any award based on the City of Fort Lauderdale Procurement Ordinance.
- 10.2 Estimates, opinions of probable construction or implementation costs, financial evaluations, feasibility studies or economic analyses prepared by CONSULTANT will represent its best judgment based on its experience and available information. The CITY recognizes that CONSULTANT has no control over costs of labor, materials, equipment or services furnished by others or over market conditions or CONSULTANT's methods of determining prices, and that any evaluation of a facility

to be constructed or work to be performed is speculative. Accordingly, CONSULTANT does not guarantee that proposals, bids or actual costs will not vary from opinions, evaluations or studies submitted by CONSULTANT.

- 10.3 The CONSULTANT may be requested to provide the CITY with a list of recommended, prospective proposers.
- 10.4 The CONSULTANT may be asked to attend all pre-bid/proposal conferences.
- 10.5 The CONSULTANT shall recommend any addenda, through the Contract Administrator, as appropriate to clarify, correct, or change proposal/bid documents.
- 10.6 If pre-qualification of proposers is required as set forth in the request for proposal, CONSULTANT shall assist the CITY, if requested, in developing qualification criteria, review qualifications and recommend acceptance or rejection of the proposers. If requested, CONSULTANT shall evaluate proposals and proposers and make recommendations regarding any award by the CITY.
- 10.7 The CITY shall make decisions on claims regarding interpretation of the Construction Documents, and on other matters relating to the execution and progress of the work after receiving a recommendation from CONSULTANT. CONSULTANT may also assist in approving progress payments to the Contractor based on each Project Schedule of Values and the percentage of work completed.
- 10.8 The CITY shall maintain a record of all Change Orders which shall be categorized according to the various types, causes, etc. that it may be determined are useful or necessary for its purpose. Among those shall be Change Orders identified as architectural/engineering Errors or Omissions.
 - 10.8.1 Unless otherwise agreed by both Parties in writing, it is specifically agreed that any change to the work identified as an Error on the part of CONSULTANT shall be considered for purposes of this Agreement to be an additional cost to the CITY which would not be incurred without the Error. Errors on the part of the CONSULTANT shall be rectified by the CONSULTANT with no additional cost to the CITY.
 - 10.8.2 Unless otherwise agreed by both Parties in writing, it is further specifically agreed for purposes of this Agreement that fifteen percent (15%) of the cost of Change Orders for any item categorized as an Omission shall be considered an additional cost to the CITY which would not be incurred without the Omission. So long as the total of those two numbers (Change Order costs of Errors plus fifteen percent (15%) of Omissions) remains less than two percent (2%) of the total Construction Cost of the Project, the CITY shall not look to CONSULTANT for reimbursement for Errors and Omissions.
 - 10.8.3 Should the sum of the two as defined above (cost of Errors plus fifteen percent (15%) of the cost of Omissions) exceed two percent (2%) of the Construction

Cost, the CITY shall recover the full and total additional cost to the CITY as a result of CONSULTANT's Errors and Omissions from CONSULTANT, that being defined as the cost of Errors plus fifteen percent (15%) of the cost of Omissions above two percent (2%) of the Construction Cost.

10.8.4 To obtain such recovery, the CITY shall deduct from CONSULTANT's fee a sufficient amount to recover all such additional cost to the CITY.

10.8.5 In executing this Agreement, CONSULTANT acknowledges acceptance of these calculations and to the CITY's right to recover same as stated above. The recovery of additional costs to the CITY under this paragraph shall not limit or preclude recovery for other separate and/or additional damages which the CITY may otherwise incur.

10.8.6 The Contract Administrator's decision as to whether a Change Order is caused by an Error or caused by an Omission, taking into consideration industry standards, shall be final and binding on both Parties for amounts in the aggregate under \$100,000 per project, subject to Section 9.3. In the event of a dispute in an amount over \$100,000, the Parties agree to use their best efforts to settle such dispute.

To this effect, they shall consult and negotiate with each other, in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both Parties. If they do not reach such solution within a period of sixty (60) days, then upon notice to the other, either Party may commence litigation to resolve the dispute in Broward County, Florida.

ARTICLE 11 CITY'S RESPONSIBILITIES

- 11.1 CITY shall assist CONSULTANT by placing at CONSULTANT's disposal, all information CITY has available pertinent to the Project including previous reports and any other data relative to design or construction of the Project.
- 11.2 CITY shall arrange for access to, and make all provisions for, CONSULTANT to enter upon public and private property as required for CONSULTANT to perform its services.
- 11.3 CITY shall review the itemized deliverables/documents identified per Task Order.
- 11.4 CITY shall give prompt written notice to CONSULTANT whenever CITY observes or otherwise becomes aware of any development that affects the scope or timing of CONSULTANT's services or any defect in the work of the CONSULTANT.

ARTICLE 12
MISCELLANEOUS

12.1 OWNERSHIP OF DOCUMENTS

All documents including, but not limited to, drawings, renderings, models, and specifications prepared or furnished by CONSULTANT, its dependent professional associates and consultants, pursuant to this Agreement shall be owned by the CITY upon the payment of approved invoices.

Drawings, specifications, designs, models, photographs, reports, surveys and other data prepared in connection with this Agreement are and shall remain the property of the CITY whether the Project for which they are made is executed or not and are subject to reuse by the CITY in accordance with Section 287.055(10), Florida Statutes (2025). They are not intended or represented to be suitable for reuse by the CITY or others on extensions of this Project or on any other project without appropriate verification or adaptation. Any reuse, except for the specific purpose intended hereunder, will be at the CITY's sole risk and without liability or legal exposure to CONSULTANT or its subconsultants. This does not, however, relieve CONSULTANT of liability or legal exposure for errors, omissions, or negligent acts made on the part of CONSULTANT in connection with the proper use of documents prepared under this Agreement. Any such verification or adaptation may entitle CONSULTANT to further compensation at rates to be agreed upon by the CITY and CONSULTANT. This shall not limit the CITY's reuse of preliminary or developmental plans or ideas incorporated therein, should the Project be suspended or terminated prior to completion.

12.2 TERMINATION

12.2.1 Termination for Cause. It is expressly understood and agreed that the CITY may terminate this Agreement at any time for cause in the event that the CONSULTANT (1) violates any provisions of this Agreement or performs same in bad faith or (2) unreasonably delays the performance of the services or does not perform the services in a timely and satisfactory manner upon written notice to the CONSULTANT. Notice of termination shall be provided in accordance with Section 12.27. In the case of termination by the CITY for cause, the CONSULTANT shall be first granted a 10-working day cure period after receipt of written notice from the CITY.

In the event that the Agreement is terminated, the CONSULTANT shall be entitled to be compensated for the services rendered and accepted by the CITY from the date of execution of the Agreement up to the time of termination. Such compensation shall be based on the fee as set forth above, wherever possible. For those portions of services rendered to which the applicable fee cannot be applied, payment shall be based upon the appropriate rates for the actual time spent on the Project. In the event that the CONSULTANT abandons this Agreement or through violation of any of the terms and conditions of this Agreement, causes it to be terminated,

CONSULTANT shall indemnify the CITY against any and all loss pertaining to this termination.

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by CONSULTANT shall become the property of CITY and shall be delivered by CONSULTANT to the CITY within five (5) days of CITY's request. Upon payment of such sum by CITY to CONSULTANT, CITY shall have no further duties or obligations pursuant to or arising from this Agreement.

This Agreement may also be terminated by CITY upon such notice as CITY deems appropriate in the event CITY or Contract Administrator determines that termination is necessary to protect the public health, safety, or welfare.

Notice of termination shall be provided in accordance with Section 12.27, NOTICES, except that Contract Administrator may provide a prior verbal stop work order if the Contract Administrator deems a stop work order of this Agreement in whole or in part is necessary to protect the public's health, safety, or welfare. A verbal stop work order shall be promptly confirmed in writing as set forth in Section 12.27, NOTICES.

12.2.2 Termination for Convenience. In the event this Agreement is terminated for convenience, CONSULTANT shall be paid for any services performed and accepted by the CITY to the date the Agreement is terminated. Compensation shall be withheld until all documents specified in Section 11.3 of this Agreement are provided to the CITY. Upon being notified of CITY's election to terminate, CONSULTANT shall refrain from performing further services or incurring additional expenses under the terms of this Agreement. Under no circumstances shall CITY make payment for services which have not been performed.

12.2.3 Termination by CONSULTANT. CONSULTANT shall have the right to terminate this Agreement upon substantial breach by the CITY of its obligation under this Agreement as to unreasonable delay in payment or non-payment of undisputed amounts. CONSULTANT shall have no right to terminate this Agreement for convenience of the CONSULTANT.

12.3 AUDIT RIGHT AND RETENTION OF RECORDS

CITY shall have the right to audit the books, records, and accounts of CONSULTANT that are related to this Project. CONSULTANT shall keep such books, records, and accounts as may be necessary in order to record complete and correct entries related to the Project.

CONSULTANT shall preserve and make available, at reasonable times and upon prior written notice for examination and audit by CITY all financial records, supporting documents, statistical records, and any other documents pertinent to this

Agreement for the required retention period of the Florida Public Records Act (Chapter 119, Florida Statutes), if applicable, or, if the Florida Public Records Act is not applicable, for a minimum of three (3) years after termination of this Agreement. If any audit has been initiated and audit findings have not been resolved at the end of the retention period or three (3) years, whichever is longer, the books, records, and accounts shall be retained until resolution of the audit findings. If the Florida Public Records Act is determined by CITY to be applicable to CONSULTANT's records, CONSULTANT shall comply with all requirements thereof; however, no confidentiality or non-disclosure requirement of either federal or state law shall be violated by CONSULTANT. Any incomplete or incorrect entry in such books, records, and accounts shall be a basis for CITY's disallowance and recovery of any payment upon such entry.

12.4 NON-DISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND AMERICANS WITH DISABILITIES ACT

CONSULTANT shall not unlawfully discriminate against any person in its operations and activities in its use or expenditure of the funds or any portion of the funds provided by this Agreement and shall affirmatively comply with all applicable provisions of the Americans with Disabilities Act (ADA) in the course of providing any services funded in whole or in part by CITY, including Titles I and II of the ADA (regarding nondiscrimination or the basis of disability), and all applicable regulations, guidelines, and standards.

CONSULTANT's decisions regarding the delivery of services under this Agreement shall be made without regard to or consideration of race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation, or any other factor which cannot be lawfully or appropriately used as a basis for service delivery.

CONSULTANT shall comply with Title I of the Americans with Disabilities Act regarding nondiscrimination on the basis of disability in employment and further shall not discriminate against any employee or applicant for employment because of race, age, religion, color, gender, sexual orientation, national origin, marital status, political affiliation, or physical or mental disability. In addition, CONSULTANT shall take affirmative steps to ensure nondiscrimination in employment against disabled persons. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay, other forms of compensation, terms and conditions of employment, training (including apprenticeship), and accessibility.

CONSULTANT shall take affirmative action to ensure that applicants are employed, and employees are treated without regard to race, age, religion, color, gender, sexual orientation, national origin, marital status, political affiliation, or physical or mental disability during employment. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay, other forms of

compensation, terms and conditions of employment, training (including apprenticeship), and accessibility.

12.5 MINORITY PARTICIPATION

Historically, the CITY has been able to achieve participation levels of approximately twelve percent (12%) by MBE/WBE firms in CITY projects, and in the purchase of goods and services. The CONSULTANT shall make a good faith effort to help the CITY maintain and encourage MBE/WBE participation levels consistent with such historical levels and market conditions. The CONSULTANT will be required to document all such efforts and supply the CITY with this documentation at the end of the Project, or in cases where projects are longer than one year, each CITY fiscal year.

12.6 PUBLIC ENTITY CRIMES ACT

In accordance with the Public Crimes Act, Section 287.133, Florida Statutes (2025), as may be amended or revised, a person or affiliate who is a contractor, consultant or other provider, who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to the CITY, may not submit a bid on a contract with the CITY for the construction or repair of a public building or public work, may not submit bids on leases of real property to the CITY, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with the City, and may not transact any business with the CITY in excess of the threshold amount provided in Section 287.017, Florida Statutes (2025), as may be amended or revised, for category two purchases for a period of thirty-six (36) months from the date of being placed on the convicted vendor list. Violation of this section by CONSULTANT shall result in cancellation of the City purchase and may result in CONSULTANT debarment.

12.7 SUBCONSULTANTS

12.7.1 CONSULTANT may subcontract certain items of work to subconsultant. The Parties expressly agree that the CONSULTANT shall submit pertinent information regarding the proposed subconsultant, including subconsultant's scope of work and fees, for review and approval by the CITY prior to subconsultants proceeding with any work.

12.7.2 CONSULTANT shall utilize the subconsultants identified in the proposal that were a material part of the selection of CONSULTANT to provide the services for this Project. CONSULTANT shall obtain written approval of the Contract Administrator prior to changing or modifying the list of subconsultants submitted by CONSULTANT.

The list of subconsultants submitted is as follows:

12.8 ASSIGNMENT AND PERFORMANCE

Neither this Agreement nor any interest herein shall be assigned, transferred, or encumbered without the written consent of the other Party, and CONSULTANT shall not subcontract any portion of the work required by this Agreement except as authorized pursuant to Section 12.7.

CONSULTANT represents that all persons delivering the services required by this Agreement have the knowledge and skills, either by training, experience, education, or a combination thereof, to adequately and competently perform the duties, obligations, and services set forth in the Scope of Services and to provide and perform such services to CITY's satisfaction for the agreed compensation.

CONSULTANT shall perform its duties, obligations, and services under this Agreement in a skillful and respectable manner. The quality of CONSULTANT's performance and all interim and final product(s) provided to or on behalf of CITY shall meet all professional standards of the State of Florida.

12.9 INDEMNIFICATION OF CITY

12.9.1 CONSULTANT shall indemnify and hold harmless CITY, 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 intentional misconduct of CONSULTANT and persons employed or utilized by CONSULTANT in the performance of this Agreement. These indemnifications shall survive the term of this Agreement. In the event that any action or proceeding is brought against CITY by reason of any such claim or demand, CONSULTANT shall, upon written notice from CITY, resist such action or proceeding by counsel approved by the CITY.

12.9.2 To the extent considered necessary by Contract Administrator and CITY, and provided the Contract Administrator has been given written notice of a claim for indemnity which claim has not been resolved to the reasonable satisfaction of both parties, any sums due the CONSULTANT under this Agreement may be retained by CITY until all of the CITY's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved, and any amount withheld shall not be subject to payment of interest by CITY.

12.10 LIMITATION OF CITY'S LIABILITY

The CITY desires to enter into this Agreement only if in so doing the CITY can place a limit on the CITY's liability for any cause of action arising out of this Agreement, so that the CITY's liability for any breach never exceeds the sum of \$1,000.00. For other good and valuable consideration, the receipt and sufficiency

of which is hereby acknowledged, the CONSULTANT expresses its willingness to enter into this Agreement with the knowledge that the CONSULTANT's recovery from the CITY to any action or claim arising from the Agreement is limited to a maximum amount of \$1,000.00 less the amount of all funds actually paid by the CITY to the CONSULTANT pursuant to this Agreement. Accordingly, and notwithstanding any other term or condition of this Agreement that may suggest otherwise, the CONSULTANT agrees that the CITY shall not be liable to the CONSULTANT for damages in an amount in excess of \$1,000.00, which amount shall be reduced by the amount actually paid by the CITY to the CONSULTANT pursuant to this Agreement, for any action or claim arising out of this Agreement. Nothing contained in this paragraph or elsewhere in this Agreement is in any manner intended either to be a waiver of the limitation placed upon the CITY's liability as set forth in Section 768.28, Florida Statutes (2025), or to extend the CITY's liability beyond the limits established in said Section 768.28 (20253); and no claim or award against the CITY shall include attorney's fees, investigative costs, extended damages, expert fees, suit costs or pre-judgment interest. Notwithstanding the foregoing, the Parties agree and understand that the provisions of this Article 12.10 do not apply to monies owed, if any, for services rendered to CONSULTANT by the CITY under the provisions of this Agreement.

12.11 INSURANCE

As a condition precedent to the effectiveness of this Agreement, during the term of this Agreement and during any renewal or extension term of this Agreement, CONSULTANT shall, at its sole expense, provide insurance of such types and with such terms and limits as noted below. Providing proof of and maintaining adequate insurance coverage are material obligations of CONSULTANT. CONSULTANT shall provide the City a certificate of insurance evidencing such coverage. CONSULTANT's insurance coverage shall be primary insurance for all applicable policies, in respect to the City's interests for this Agreement. The limits of coverage under each policy maintained by CONSULTANT shall not be interpreted as limiting CONSULTANT's liability and obligations under this Agreement. All insurance policies shall be through insurers authorized or eligible to write policies in the State of Florida and possess an A.M. Best rating of A-, VII or better, subject to approval by the City's Risk Manager.

The coverages, limits, and/or endorsements required herein protect the interests of the City, and these coverages, limits, and/or endorsements shall in no way be relied upon by CONSULTANT for assessing the extent or determining appropriate types and limits of coverage to protect CONSULTANT against any loss exposures, whether as a result of this Agreement or otherwise. The requirements contained herein, as well as the City's review or acknowledgement, are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by CONSULTANT under this Agreement.

The following insurance policies and coverages are required:

Commercial General Liability

Coverage must be afforded under a Commercial General Liability policy with limits not less than:

- \$1,000,000 each occurrence and \$2,000,000 aggregate for Bodily Injury, Property Damage, and Personal and Advertising Injury
- \$1,000,000 each occurrence and \$2,000,000 aggregate for Products and Completed Operations

Policy must include coverage for contractual liability and independent contractors.

The City, a Florida municipality, its officials, employees, and volunteers are to be included as an additional insured with a CG 20 26 04 13 Additional Insured – Designated Person or Organization Endorsement or similar endorsement providing equal or broader Additional Insured Coverage with respect to liability arising out of activities performed by or on behalf of CONSULTANT. The coverage shall contain no special limitation on the scope of protection afforded to the City, its officials, employees, and volunteers.

Professional Liability

Coverage must be afforded for Wrongful Acts in an amount not less than \$1,000,000 each claim and \$2,000,000 aggregate.

CONSULTANT must keep the professional liability insurance in force until the third anniversary of expiration or early termination of this Agreement or the third anniversary of acceptance of work by the City, whichever is longer, which obligation shall survive expiration or early termination of this Agreement.

Business Automobile Liability

Proof of coverage must be provided for all Owned, Hired, Scheduled, and Non-Owned vehicles for Bodily Injury and Property Damage in an amount not less than the State of Florida required minimums unless a different amount is required by City Ordinance(s).

If CONSULTANT does not own vehicles, CONSULTANT shall maintain coverage for Hired and Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Workers' Compensation and Employer's Liability

Coverage must be afforded per Chapter 440, Florida Statutes. Any person or entity performing work for or on behalf of the City must provide Workers' Compensation insurance. Exceptions and exemptions will be allowed by the City's Risk Manager, if they are in accordance with Florida Statute.

CONSULTANT waives, and CONSULTANT shall ensure that CONSULTANT's insurance carrier waives, all subrogation rights against the City, its officials, employees, and volunteers for all losses or damages. The City requires the policy to be endorsed with WC 00 03 13 Waiver of our Right to Recover from Others or equivalent. CONSULTANT must be in compliance with all applicable State and federal workers' compensation laws.

Insurance Certificate Requirements

- a. CONSULTANT shall provide the City with valid Certificates of Insurance (binders are unacceptable) no later than ten (10) days prior to the start of work contemplated in this Agreement.
- b. CONSULTANT shall provide to the City a Certificate of Insurance having a thirty (30) day notice of cancellation; ten (10) days' notice if cancellation is for nonpayment of premium.
- c. In the event that the insurer is unable to accommodate the cancellation notice requirement, it shall be the responsibility of CONSULTANT to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested, and addressed to the certificate holder.
- d. In the event the Agreement term or any surviving obligation of CONSULTANT following expiration or early termination of the Agreement goes beyond the expiration date of the insurance policy, CONSULTANT shall provide the City with an updated Certificate of Insurance no later than the first day of the renewal date. The City reserves the right to suspend the Agreement until this requirement is met.
- e. The Certificate of Insurance shall indicate whether coverage is provided under a claims-made or occurrence form. If any coverage is provided on a claims-made form, the Certificate of Insurance must show a retroactive date, which shall be the effective date of the initial contract or prior.
- f. The City shall be included as an Additional Insured on all liability policies, with the exception of Workers' Compensation and Professional Liability.
- g. The City shall be granted a Waiver of Subrogation on CONSULTANT's Workers' Compensation insurance policy.
- h. The title of the Agreement, Bid/Contract number, or other identifying reference must be listed on the Certificate of Insurance.

The Certificate Holder should read as follows:

City of Fort Lauderdale
c/o Procurement Services Department
401 SE 21st Street
Fort Lauderdale, FL 33316

CONSULTANT has the sole responsibility for all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the application of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for including the City as an Additional Insured shall be at CONSULTANT's expense.

If CONSULTANT's primary insurance policy/policies do not meet the minimum requirements as set forth in this Agreement, CONSULTANT may provide evidence of an Umbrella/Excess insurance policy to comply with this requirement.

CONSULTANT's insurance coverage shall be primary insurance in respect to the City's interests for this Agreement, its officials, employees, and volunteers. Any insurance or self-insurance maintained by the City shall be non-contributory.

Any exclusion or provision in any insurance policy maintained by CONSULTANT that excludes coverage required in this Agreement shall be deemed unacceptable and shall be considered breach of contract.

All required insurance policies must be maintained until the Agreement work has been accepted by the City, or until this Agreement is terminated, whichever is later. Any lapse in coverage may be considered breach of contract. In addition, CONSULTANT must provide to the City confirmation of coverage renewal via an updated certificate of insurance should any policies expire prior to the expiration of this Agreement. The City reserves the right to review, at any time, coverage forms and limits of CONSULTANT's insurance policies.

CONSULTANT shall provide notice of any and all claims, accidents, and any other occurrences associated with this Agreement to CONSULTANT's insurance company or companies and the City's Risk Management office as soon as practical. It is CONSULTANT's responsibility to ensure that any and all of CONSULTANT's independent contractors and subcontractors comply with these insurance requirements. All coverages for independent contractors and subcontractors shall be subject to all of the applicable requirements stated herein. Any and all deficiencies are the responsibility of CONSULTANT. The City reserves the right to adjust insurance limits from time to time at its discretion with notice to CONSULTANT.

12.12 REPRESENTATIVE OF CITY AND CONSULTANT

12.12.1 The Parties recognize that questions in the day-to-day conduct of the Project will arise. The Contract Administrator, upon CONSULTANT'S request, shall advise CONSULTANT in writing of one (1) or more CITY employees to whom all communications pertaining to the day-to-day conduct of the Project shall be addressed.

12.12.2 CONSULTANT shall inform the Contract Administrator in writing of CONSULTANT'S representative to whom matters involving the conduct of the Project shall be addressed.

12.13 ALL PRIOR AGREEMENTS SUPERSEDED

This document incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained herein; and the Parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the Parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements whether oral or written.

It is further agreed that no modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

12.14 CONSULTANT'S STAFF

CONSULTANT will provide the key staff identified in its proposal for the Project as long as said key staff are in CONSULTANT's employment.

CONSULTANT will obtain prior written approval of Contract Administrator to change key staff. CONSULTANT shall provide Contract Administrator with such information as necessary to determine the suitability of any proposed new key staff. Contract Administrator will be reasonable in evaluating key staff qualifications.

If Contract Administrator desires to request removal of any of CONSULTANT'S staff, Contract Administrator shall first meet with CONSULTANT and provide reasonable justification for said removal.

12.15 INDEPENDENT CONTRACTOR

CONSULTANT is an independent contractor under this Agreement. Services provided by CONSULTANT shall be subject to the supervision of CONSULTANT. In providing the services, CONSULTANT or its agents shall not be acting and shall not be deemed as acting as officers, employees, or agents of the CITY. Personnel policies, tax responsibilities, social security and health insurance, employee benefits, purchasing policies and other similar administrative procedures applicable to services rendered under this Agreement shall be those of CONSULTANT. The Parties expressly acknowledge that it is not their intent to create any rights or obligations in any third person or entity under this Agreement.

12.16 THIRD PARTY BENEFICIARIES

Neither CONSULTANT nor CITY intends to directly or substantially benefit a third party by this Agreement. Therefore, the Parties agree that there are no third-party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against either of them based upon this Agreement.

12.17 CONFLICTS

Neither CONSULTANT nor its employees shall have or hold any continuing or frequently recurring employment or contractual relationship that is substantially antagonistic or incompatible with CONSULTANT's loyal and conscientious exercise of judgment related to its performance under this Agreement.

CONSULTANT agrees that none of its officers or employees shall, during the term of this Agreement, serve as expert witness against CITY in any legal or administrative proceeding in which he or she is not a party, unless compelled by court process, nor shall such persons give sworn testimony or issue a report or writing, as an expression of his or her expert opinion, which is adverse or prejudicial to the interests of CITY or in connection with any such pending or threatened legal or administrative proceeding. The limitations of this Section shall not preclude such persons from representing themselves in any action or in any administrative or legal proceeding.

In the event CONSULTANT is permitted to utilize subconsultants to perform any services required by this Agreement, CONSULTANT agrees to prohibit such subconsultants, by written contract, from having any conflicts as within the meaning of this Section.

12.18 CONTINGENCY FEE

CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONSULTANT, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONSULTANT, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For a breach or violation of this provision, the CITY shall have the right to terminate this Agreement without liability at its discretion, or to deduct from the Agreement price or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

12.19 WAIVER OF BREACH AND MATERIALITY

Failure by CITY to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. CITY and CONSULTANT agree that each requirement, duty, and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof.

12.20 COMPLIANCE WITH LAWS

CONSULTANT shall use the Standard of Care in its profession to comply with all

applicable federal, state, and local laws, codes, ordinances, rules, and regulations in performing its duties, responsibilities, and obligations related to this Agreement.

12.21 SEVERANCE

In the event this Agreement or a portion of this Agreement is found by a court of competent jurisdiction to be invalid, the remaining provisions shall continue to be effective unless CITY or CONSULTANT elects to terminate this Agreement. The election to terminate this Agreement based upon this provision shall be made within seven (7) days after the findings by the court become final.

12.22 JOINT PREPARATION

Preparation of this Agreement has been a joint effort of CITY and CONSULTANT and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the Parties than any other.

12.23 PRIORITY OF PROVISIONS

If there is a conflict or inconsistency between any term, statement, requirement, or provision of any exhibit attached hereto, any document or events referred to herein, or any document incorporated into this Agreement by reference and a term, statement, requirement, or provision of this Agreement, the term, statement, requirement, or provision contained in Articles 1-12 of this Agreement shall prevail and be given effect.

12.24 APPLICABLE LAW AND VENUE AND WAIVER OF JURY TRIAL

The Agreement shall be interpreted and construed in accordance with, and governed by, the laws of the state of Florida. The Parties agree that the exclusive venue for any lawsuit arising from, related to, or in connection with this Agreement shall be in the state courts of the Seventeenth Judicial Circuit in and for Broward County, Florida. If any claims arising from, related to, or in connection with this Agreement must be litigated in federal court, the Parties agree that the exclusive venue for any such lawsuit shall be in the United States District Court or United States Bankruptcy Court for the Southern District of Florida. **BY ENTERING INTO THIS AGREEMENT, THE PARTIES HEREBY EXPRESSLY WAIVE ANY AND ALL RIGHTS EITHER PARTY MIGHT HAVE A TRIAL BY JURY OF ANY ISSUES RELATED TO THIS AGREEMENT. IF A PARTY FAILS TO WITHDRAW A REQUEST FOR A JURY TRIAL IN A LAWSUIT ARISING OUT OF THIS AGREEMENT AFTER WRITTEN NOTICE BY THE OTHER PARTY OF VIOLATION OF THIS SECTION, THE PARTY MAKING THE REQUEST FOR JURY TRIAL SHALL BE LIABLE FOR THE REASONABLE ATTORNEYS' FEES AND COSTS OF THE OTHER PARTY IN CONTESTING THE REQUEST FOR JURY TRIAL, AND SUCH AMOUNTS SHALL BE AWARDED BY THE COURT IN ADJUDICATING THE MOTION.**

12.25 SOLICITATION AND EXHIBITS

The solicitation, CONSULTANT's response to the solicitation and each Exhibit referred to in this Agreement form an essential part of this Agreement. The Exhibits, if not physically attached, should be treated as part of this Agreement, and are incorporated herein by reference.

12.26 ONE ORIGINAL AGREEMENT

This Agreement shall be executed in one (1) signed Agreement, treated as an original.

12.27 NOTICES

Whenever either Party desires to give notice unto the other, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the Party for whom it is intended, at the place last specified, and the place for giving of notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving of notice, to-wit:

To the CITY:

Vanessa Martin, Acting CRA Manager
Community Redevelopment Agency
City of Fort Lauderdale
914 Sistrunk Blvd. Fort Lauderdale, FL 33311
O: 954-828-5911
E: vmartin@fortlauderdale.gov

With a copy to:

City Manager
City of Fort Lauderdale
401 SE 21st Street
Fort Lauderdale, FL 33316

and City Attorney
City of Fort Lauderdale
1 East Broward Blvd, Suite 1320
Fort Lauderdale, FL 33301-1016

CONSULTANT:

ALTA PLANNING + DESIGNS, INC.
Brett Hondorp, President
101 SW Main Street, Suite 2000
Portland, OR 97204

12.28 ATTORNEY FEES

If CITY or CONSULTANT incurs any expense in enforcing the terms of this

Agreement through litigation, the prevailing party in that litigation shall be reimbursed for all such costs and expenses, including but not limited to court costs, and reasonable attorney fees incurred during litigation.

12.29 PERMITS, LICENSES AND TAXES

CONSULTANT shall, at its own expense, obtain all necessary permits and licenses, pay all applicable fees, and pay all applicable sales, consumer, use and other taxes required to comply with local ordinances, state and federal law. CONSULTANT is responsible for reviewing the pertinent state statutes regarding state taxes and for complying with all requirements therein. Any change in tax laws after the execution of this Agreement will be subject to further negotiation and CONSULTANT shall be responsible for complying with all state tax requirements.

12.30 ENVIRONMENTAL, HEALTH AND SAFETY

CONSULTANT shall maintain a safe working environment during performance of the work. CONSULTANT shall comply, and shall secure compliance by its employees, agents, and subconsultants, with all applicable environmental, health, safety and security laws and regulations, and performance conditions in this Agreement. Compliance with such requirements shall represent the minimum standard required of CONSULTANT. CONSULTANT shall be responsible for examining all requirements and determine whether additional or more stringent environmental, health, safety and security provisions are required for the work. CONSULTANT agrees to utilize protective devices as required by applicable laws, regulations, and any industry or CONSULTANT's health and safety plans and regulations, and to pay the costs and expenses thereof, and warrants that all such persons shall be fit and qualified to carry out the Work.

12.31 STANDARD OF CARE

CONSULTANT represents that it is qualified to perform the work, that CONSULTANT and its subconsultants possess current, valid state and/or local licenses to perform the Work, and that their services shall be performed in a manner consistent with that level of care and skill ordinarily exercised by other qualified consultants under similar circumstances.

12.32 TRUTH-IN-NEGOTIATION CERTIFICATE

Signature of this Agreement by CONSULTANT shall act as the execution of a Truth-in-Negotiation Certificate stating that wage rates and other factual unit costs supporting the compensation of this Agreement are accurate, complete, and current at the time of contracting. The original contract price and any additions thereto shall be adjusted to exclude any significant sums, by which the CITY determines that contract price was increased due to inaccurate, incomplete, or non-current wage rates and other factual unit costs. All such contract adjustments must be made within one (1) year following the end of the contract.

12.33 EVALUATION

The CITY maintains the right to periodically review the performance of the CONSULTANT. This review will take into account the timely execution of Task Orders, the quality of the work performed, the cost to the CITY and the good faith efforts made by the CONSULTANT to maintain MBE/WBE participation in CITY projects. Any deficiencies in performance will be described in writing and an opportunity afforded, where practicable, for the CONSULTANT to address and/or remedy such deficiencies.

12.34 STATUTORY COMPLIANCE

CONSULTANT shall prepare all documents and other materials for the Project in accordance with all applicable rules, laws, ordinances and governmental regulations of the State of Florida, Broward County, the City of Fort Lauderdale, Florida, and all governmental agencies having jurisdiction over the services to be provided by CONSULTANT under this Agreement or over any aspect or phase of the Project.

12.35 SCRUTINIZED COMPANIES

Subject to *Odebrecht Construction, Inc., v. Prasad*, 876 F.Supp.2d 1305 (S.D. Fla. 2012), *affirmed*, *Odebrecht Construction, Inc., v. Secretary, Florida Department of Transportation*, 715 F.3d 1268 (11th Cir. 2013), with regard to the “Cuba Amendment,” the Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and that it does not have business operations in Cuba or Syria, as provided in Section 287.135, Florida Statutes (2024), as may be amended or revised. The Contractor certifies that it is not on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2022), as may be amended or revised, and that it is not engaged in a boycott of Israel. The City may terminate this Agreement at the City’s option if the Contractor is found to have submitted a false certification as provided under subsection (5) of Section 287.135, Florida Statutes (2024), as may be amended or revised, or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2025), as may be amended or revised, or is engaged in a boycott of Israel or has been engaged in business operations in Cuba or Syria, as defined in Section 287.135, Florida Statutes (2025), as may be amended or revised.

12.36 PUBLIC RECORDS

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT CITY CLERK’S OFFICE, 100

CONSULTANT shall:

1. Keep and maintain public records required by the CITY in order to perform the service.
2. Upon request from the CITY's custodian of public records, provide the CITY with a copy of 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 (2024), as may be amended or revised, 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 this Agreement if CONSULTANT does not transfer the records to the CITY.
4. Upon completion of the Agreement, transfer, at no cost to the CITY, all public records in possession of CONSULTANT or keep and maintain public records required by the CITY to perform the service. If CONSULTANT transfers all public records to the CITY upon completion of this Agreement, CONSULTANT shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If CONSULTANT keeps and maintains public records upon completion of this Agreement, CONSULTANT shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the City.

12.37 INTELLECTUAL PROPERTY

CONSULTANT shall protect and defend at CONSULTANT's expense, counsel being subject to the CITY's approval, and indemnify and hold harmless the CITY from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, royalties, expenses, or liabilities, including any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any infringement or allegation of infringement of any patent, copyright, or other intellectual property right in connection with the CONSULTANT's use of any copyrighted, patented or un-patented invention, process, article, material, or device that is manufactured, provided, or used pursuant to this Agreement. If the CONSULTANT uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.

12.38 RIGHTS IN DOCUMENTS AND WORK

Any and all reports, photographs, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of CITY; and CONSULTANT upon the payment of approved invoices disclaims any copyright in such materials. In the event of and upon termination of this Agreement, any reports, photographs, surveys, and other data and documents prepared by CONSULTANT, whether finished or unfinished, shall become the property of CITY and shall be delivered by CONSULTANT to the CITY's Contract Administrator within seven (7) days of termination of this Agreement by either Party. Any compensation due to CONSULTANT shall be withheld until CONSULTANT delivers all documents to the CITY as provided herein.

12.39 REPRESENTATION OF AUTHORITY

Each individual executing this Agreement on behalf of a Party hereto hereby represents and warrants that he or she is, on the date he or she signs this Agreement, duly authorized by all necessary and appropriate action to execute this Agreement on behalf of such Party and does so with full legal authority.

12.40 NON-DISCRIMINATION

The CONSULTANT shall not, in any of its activities, including employment, discriminate against any individual on the basis of race, color, national origin, age, disability, religion, creed, sex, disability, sexual orientation, gender, gender identity, gender expression, marital status or any other protected classification as defined by applicable law.

1. The CONSULTANT certifies and represents that it will comply with Section 2-187, Code of Ordinances of the City of Fort Lauderdale, Florida, as may be amended or revised, ("Section 2-187").
2. The failure of the CONSULTANT to comply with Section 2-187 shall be deemed to be a material breach of the Agreement, entitling the CITY to pursue any remedy stated below or any remedy provided under applicable law.
3. The CITY may terminate this Agreement if the CONSULTANT fails to comply with Section 2-187.
4. The CITY may retain all monies due or to become due until the CONSULTANT complies with Section 2-187.
5. The CONSULTANT may be subject to debarment or suspension proceedings. Such proceedings will be consistent with the procedures in section 2-183 of the Code of Ordinances of the City of Fort Lauderdale, Florida.

12.41 E-VERIFY

As a condition precedent to the effectiveness of this Agreement, pursuant to Section 448.095, Florida Statutes (2025), as may be amended or revised, the CONSULTANT and its subconsultants shall register with and use the E-Verify system to electronically verify the employment eligibility of newly hired employees.

1. The CONSULTANT shall require each of its subconsultants, if any, to provide the CONSULTANT with an affidavit stating that the subconsultant does not employ, contract with, or subcontract with an unauthorized alien. The CONSULTANT shall maintain a copy of the subconsultant's affidavit for the duration of this Agreement and in accordance with the public records requirements of this Agreement.
2. The CITY, the CONSULTANT, or any subconsultant who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Florida Statutes (2025), as may be amended or revised, shall terminate the Agreement with the person or entity.
3. The CITY, upon good faith belief that a subconsultant knowingly violated the provisions of Section 448.095(5), Florida Statutes (2025), as may be amended or revised, but that the CONSULTANT otherwise complied with Section 448.095(5), Florida Statutes (2024), as may be amended or revised, shall promptly notify CONSULTANT and order the CONSULTANT to immediately terminate the contract with the subconsultant, and the CONSULTANT shall comply with such order.
4. An Agreement terminated under Sections 448.095(5)(c)1. or 2., Florida Statutes (2025), as may be amended or revised, is not a breach of contract and may not be considered as such. If the CITY terminates this Agreement under Section 448.095(5)(c), Florida Statutes (2025), as may be amended or revised, the CONSULTANT may not be awarded a public contract for at least one year after the date on which the Agreement was terminated. The CONSULTANT is liable for any additional costs incurred by the CITY as a result of termination of this Agreement.
5. CONSULTANT shall include in each of its subcontracts, if any, the requirements set forth in this Section, including this subparagraph, requiring any and all subconsultants, as defined in Section 448.095(1)(e), Florida Statutes (2025), as may be amended or revised, to include all of the requirements of this Section—in its subcontracts. CONSULTANT shall be responsible for compliance by any and all subconsultants, as defined in Section 448.095(1)(e), Florida Statutes (2025), as may be amended or revised, with the requirements of Section 448.095, Florida Statutes (2025), as may be amended or revised.

12.42 ANTI-HUMAN TRAFFICKING

As a condition precedent to the effectiveness of this Agreement, the

CONSULTANT shall provide the City with an affidavit signed by an officer or a representative of the CONSULTANT under penalty of perjury attesting that the CONSULTANT does not use coercion for labor or services as defined in Section 787.06, Florida Statutes (2025), as may be amended or revised.

[THIS SPACE WAS INTENTIONALLY LEFT BLANK]

IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals the day and year first written above.

CITY

CITY OF FORT LAUDERDALE, a Florida municipal corporation

By: _____
RICKELLE WILLIAMS
City Manager

Date: _____

ATTEST:

By: _____
DAVID R. SOLOMAN
City Clerk

Approved as to form and correctness:
Shari L. McCartney, City Attorney

By: _____
Lynn Solomon
Assistant City Attorney

CONTRACTOR

WITNESSES:

ALTA PLANNING + DESIGNS, INC., a foreign profit corporation

Print Name

By: _____

Brett Hondorp
President

Print Name

(CORPORATE SEAL)

STATE OF _____:

COUNTY OF _____:

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this _____ day of _____, 2026, by Brett Hondorp as President for Alta Planning + Design, Inc. a foreign profit corporation).

(Signature of Notary Public - State of Florida)

(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known _____ OR Produced Identification _____
Type of Identification Produced: _____

EXHIBIT A

SCOPE OF SERVICES

3.1 Purpose

The City is seeking the services of a qualified consulting firm to provide Professional Services related to a contract for Capital Improvement Master Plan consultancy services. The following is a list of services that may be required. This list shall not be construed as an exclusive list of activities that successful firm(s) may be engaged in. City 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 architects, engineers, and surveyors pursuant to Section 287.055 Florida Statutes, and for which the firm(s) are experienced, qualified, and able to perform:

3.2 Scope of Services

3.2.1 Consultant Expectations:

Meet with City staff to kick-off, develop, coordinate, discuss project approach and public outreach, finalize project timelines, and confirm key aspects of the process. Monthly progress meetings with Staff and prepare a summary of key decisions and follow-up action items throughout the life of the project is expected.

The CONSULTANT shall conduct a comprehensive review of all existing streetscape and infrastructure plans that the City has in place; past and present transportation, land use studies, and traffic count studies impacting the area. Research shall also include a list of ongoing and completed site development and public and private infrastructure project and adjacent to the area in order to consider the connections and impact of surrounding area. The consultant shall consult city-adopted documents for consistency.

The CONSULTANT shall gather and analyze relevant data to understand the current state of the streetscape and infrastructure. Conduct site visits and surveys to assess the current conditions of streets, sidewalks, public spaces, lighting, signage and other infrastructure elements. Identify areas of concern, such as unsafe intersections, deteriorating infrastructure, or lacking amenities. Documentation may include photographing, documenting and creating inventory of current assets.

The CONSULTANT shall prepare a public participation plan that outlines the public involvement process throughout the course of the study and provide

adequate opportunity for community engagement across the entire CRA area. The consultant shall quantify the methods and frequency of public involvement efforts; including but not limited to: project initiation, data analysis results, alternative concepts, and recommendations. There are six neighborhood groups in this area. Expect to present initial findings, gather feedback and discuss potential project before the Central City Redevelopment Advisory Board and the CRA Board of Commissioners. Staff will coordinate contact with neighborhood association and assist with scheduling meetings.

The CONSULTANT shall prepare an interactive mapping website to gather additional public comments. Additionally, a web-based survey will be created to gather additional information from community members. Survey shall be reviewed by City staff prior to dissemination and shall be at minimum include livability questions to better understand neighbor needs and interest in improving mobility and what is important to them.

- **LIST OF RECOMMENDED IMPROVEMENT PROJECTS:** Using the data collected and analysis efforts conducted, the CONSULTANT shall develop prioritized, time-constraint, list of implementable recommendations. Planning-level capital cost estimates shall be developed for the recommendations. The recommendations should be categorized by short-term, mid-term, and long-term measures. Recommendations should consider constraints and opportunities such as availability of right-of-way and jurisdiction of the road.
- **MAP OF RECOMMENDED IMPROVEMENT PROJECTS.** The CONSULTANT shall utilize database management and mapping techniques in portraying analysis results.
- **GRAPHIC RENDERINGS OF RECOMMENDED IMPROVEMENTS PROJECTS:** The CONSULTANT shall create graphic renderings (such as before and after photos or plans) to further demonstrate key improvements of the overall CIP Master Plan as determined by the City Staff and the CONSULTANT.
- **IMPROVEMENT PRIORITIZATION:** The CONSULTANT shall perform a high-level improvement prioritization process with input from the community. Prioritized projects, however, shall not be binding to the community, and shall be sensitive to future infrastructure improvement needs and funding opportunities. After adoption of the plan, the community shall work together to create the final prioritization as they see fit.
- **FINAL REPORT/MASTER PLAN:** The CONSULTANT shall prepare a final report/master plan that is easily viewable by all readers and provides a clear plan of action for the vision of the Central City Area with a strong emphasis

on implementation. The report shall address up two (2) combined sets of comments from City staff.

- **POST FINAL PLAN PRIORIZATION ASSISTANCE & IMPLEMENTATION**
The CONSULTANT shall prepare a final report/master plan that is easily viewable by all readers and provides a clear plan of action for the vision of the neighborhood with a strong emphasis on implementation. The report shall address up two (2) combined sets of comments from City staff.
- **REIMBURSABLE PROJECT EXPENSES:**
 1. Up to five (5) 30"x42" copies of the study area basemap to be used at the Issues and Opportunities meeting.
 2. Five (5) 30"x42" copies of the study area basemap; five (5) 30"x42" copies of the issues and opportunities board; and up to ten (10) 30"x42" boards describing recommended and not recommended strategies to be used at the Data Analysis Findings meeting.
 3. Up to five (5) 30"x42" copies each of the draft internal streets Master Plan and external streets Master Plan posters and six (6) 24"x36" copies of the draft cost estimate poster to be used at the Recommendations meeting.
 4. Up to five (5) 30"x42" copies each of the Final internal streets Master Plan and external streets Master Plan posters, mounted, to be used at the Final Master Plan meeting.
 5. Up to twenty-five (25) copies of the final Master Plan (200 pages assumed), bound to be given to the City, the CRA Board, and the neighborhoods within the CRA boundary.
 6. Up to five (5) 30" x 42" copies of the Master Plan poster with the prioritized list of improvements for presentation at the Prioritization meeting.

Tasks

1. Task 1: Kick-Off Meeting with City Staff

The consultant shall meet with City staff to kick-off, develop, coordinate, discuss project approach and public outreach, finalize project timelines, and confirm key aspects of the process.

1.1. City Services

- 1.1.1. Provide copies of existing documents, plans.
- 1.1.2. Review deliverable and provide comment.

1.2. Consultant deliverables

- 1.2.1. Prepare detailed project schedule outlining all tasks, milestones, and deadlines for review by staff.
- 1.2.2. Prepare meeting summary, with action items.
- 1.2.3. Submit final project schedule based upon City staff review and comment.

2. Task 2: Initial Research & Analysis

The objective is to research, review and analyze existing plans, zoning codes, and development plans that may impact the project.

2.1. Understand Existing Plans, relevant site studies and documents: Conduct a comprehensive review of all existing streetscape and infrastructure plans that the City has in place; past and present transportation and land use studies and traffic count studies impacting the area. Research shall also include a list of ongoing and completed site development and public and private infrastructure project and adjacent to the area in order to consider the connections and impact of surrounding area. The consultant shall consult city-adopted documents for consistency.

2.2. Data Collection, Inventory and Analysis: Gather and analyze relevant data to understand the current state of the streetscape and infrastructure. Conduct site visits and surveys to assess the current conditions of streets, sidewalks, public spaces, lighting, signage and other infrastructure elements. Identify areas of concern, such as unsafe intersections, deteriorating infrastructure, or lacking amenities. Documentation may include photographing, documenting and creating inventory of current assets.

2.3. Assemble Base Maps. Scale base maps or survey for the site that indicates existing conditions, such as existing built structures, significant features both above and below ground, environmental constraints, drainage analysis, utility locations, and any other physical limitations of concern. Maps will serve as foundation for all subsequent analysis and workshop meetings with the public. This information should be available in digital format.

2.3.1. Relevant site studies and documents, including previous zoning or land use studies, soils maps, stormwater analysis, environmental studies, mitigation plans, topographic analysis, traffic studies, parking studies, infrastructure studies, and market feasibility studies for the site and its surroundings, including, but not limited to the existing bicycle network, relevant ordinances and street design guidelines; as well as other appropriate documentation of the site, such as background on any existing buildings, historical information, archaeological studies, current or proposed development programs.

2.3.2. Aerial photographs that depict the site and its surroundings in plan view, preferably in color, and at the largest possible scale. (1 inch= 100 feet or larger). This information should be in a digital format, if available.

2.3.3. Current land development regulations that affect the site, particularly those that constrain zoning, land use, or development envisioned by the project. This includes zoning approvals and restrictive covenants that may relate to the site.

2.4. Coordination: Monthly progress meetings with City staff throughout the life of the project are assumed. For each meeting, the consultant shall prepare a summary of key decisions and follow-up action items and report on project progress, analysis results, and recommendations.

2.5. City Services:

2.5.1. To provide documents upon request by the consultant.

2.5.2. Schedule meeting with consultant and City staff as necessary.

2.6. Consultant Deliverables:

2.6.1. Comprehensive Report -provide documentation support of the data, inventory and analysis, including but not limited to maps, aerial photographs.

2.6.2. Presentation Materials

3. Task 3: Community Outreach and Engagement

The consultant shall prepare a public participation plan that outlines the public involvement process throughout the course of the study and provide adequate opportunity for community engagement across the entire CRA area.

Public participation efforts shall be held at convenient times and locations at each project's milestone. Ideas, comments, and concurrence from residents shall be utilized as input into the Plan's analysis and recommendations. Organize public workshops to present initial findings, gather feedback, and facilitate discussions on issues, potential design concepts, and potential projects.

The consultant shall quantify the methods and frequency of public involvement efforts; including but not limited to project initiation, data analysis results, alternative concepts, and recommendations.

3.1. Public Involvement Website & Survey: The consultant shall prepare and interactive mapping website to gather additional public comments. Additionally, a web-based survey will be crated to gather additional information from community members. Survey shall be reviewed by City staff prior to dissemination and shall be a minimum include livability questions to better understand neighbor needs and interest in improving mobility and what is important to them.

3.2. Presentation to Neighborhood Associations: Organize and conduct meetings with neighborhood associations in the area to present initial findings, gather feedback, and discuss potential projects.

3.2.1. Engage with local community groups or hold public consultations to gather additional perspectives on potential needs and improvements. The various neighborhoods within the area will likely have their own master plan, if available, consult plans for consistency. A minimum of 1 meeting per stakeholder group

shall be necessary at the onset. Throughout the life of the project, follow-up meeting will be required to gather additional feedback on findings. Anticipate up to 12 Meetings, 2 per neighborhood association.

3.2.2. The neighborhood and interest group are:

1.Lauderdale Manors HOA
2.Poinsettia Heights Civic Association
3.South Middle River Civic Association
4.Lake Ridge Residents Association
5.Middle River Terrace Association
6.Central City Alliance

3.3. Presentation to the Central City Redevelopment Advisory Board (CCRAB): Prepare and deliver presentations up to five (5) presentations to the CCRAB to ensure alignment with redevelopment goals and redevelopment plan. Expect to present initial findings, gather feedback and discuss potential projects.

3.4. Presentation to the City Commission: Prepare and deliver up to five (5) presentations to the City Commission, including presentations that outline progress, key findings, and proposed projects.

3.5. City Services:

3.5.1. Provide neighborhood leadership contact information.

3.5.2. Attend all public meetings and assist with facilitating the meetings.

3.5.3. Coordinate meetings with the CCRAB and City Commission as necessary.

3.6. Consultant Deliverables:

3.6.1. Prepare presentations for all public meetings. Include maps for engagement purposes.

3.6.2. Attend public meetings and answer questions.

3.6.3. Provide documentation and summary of public meetings, including action items.

4. Task 4: Edits, Renderings and Finalization of Design Guidelines and Standard Concepts

Based on the data collected and community input, the consultant shall develop streetscape design concepts that address the area's needs. Ensure that the design concepts include consideration for sustainable infrastructure.

1.1. Develop Streetscape Standards and guidelines: Organize guidelines into phases that can be prioritized with stakeholder groups, starting with vertical elements,

such as trees and light poles; then surface elements like stormwater management, curbs and gutter.

1.2. Compile list of Projects:

1.3. Renderings - visual renderings, conceptual drawings, and design narratives to clearly communicate the proposed concepts.

1.4. Presentation: Present the design concepts to stakeholders and the public for review and feedback.

1.5. City Services:

1.5.1. Provide documents as requested.

1.5.2. Schedule meetings with neighborhood groups, CCRAB and City Commission as necessary.

1.5.3. Attend public meetings and answer questions as necessary.

1.6. Consultant Deliverables:

1.6.1. Comprehensive Report

1.6.2. Presentation Materials

1.6.3. Digital copies and hard copies

5. Task 4: Identification of Potential Streetscapes and Infrastructure Projects

The consultant shall conduct a thorough review of current plans, collecting data, and identifying additional projects that are not yet included.

5.1. City Services

5.1.1. Provide documents as requested.

5.1.2. Schedule meetings with neighborhood groups, CCRAB and City Commission as necessary.

5.2. Consultant Deliverables

5.2.1. Provide a workplan that prioritizes the project, including detailed timeline, scope of services, and cost estimates.

5.2.2. Presentation: Present the design concepts to stakeholders and the public for review and feedback.

6. Task 6: Plan Prioritization Assistance & Implementation

6.1. Refine selected design concepts based on feedback from the community and stakeholders.

6.2. Recommendations: Inform and discuss the proposed short, mid and long-term recommendations. This will include an interactive work session to determine any additional issues or opportunities.

6.3. Consultant Deliverables:

6.3.1. Comprehensive report

6.3.2. Presentation Materials

EXHIBIT "B"

MAXIMUM BILLING RATES

Event No: 410

Event Title: Capital Improvement Master Plan for the Central City CRA Area

Consultant Name: Alta Planning + Designs, Inc.

Title	Unit of Measure	Final Rates
Principal - Engineer	Per Hour	\$ 240.00
Principal - Landscape	Per Hour	\$ 220.00
Principal - Planner	Per Hour	\$ 220.00
Principal - Programs	Per Hour	\$ 200.00
Senior Engineer	Per Hour	\$ 220.00
Senior Planner	Per Hour	\$ 185.00
Assistant Planner	Per Hour	\$ 160.00
Senior Programs	Per Hour	\$ 180.00
Associate Programs	Per Hour	\$ 180.00
Assistant Engineer	Per Hour	\$ 120.00
Technical Editor	Per Hour	\$ 90.00
Graphic Designer	Per Hour	\$ 130.00
Assistant Landscape	Per Hour	\$ 120.00
Assistant Programs	Per Hour	\$ 115.00
Administrative	Per Hour	\$ 65.00

Event No: 410

Event Title: Capital Improvement Master Plan for the Central City CRA Area

Sub-Consultant Name: DRMP Inc,

Title	Unit of Measure	Final Rates
Technical Writer	Per Hour	\$ 95.00
Graphic Designer	Per Hour	\$ 100.00
Construction Services		
Inspector I	Per Hour	\$ 70.00
Inspector II	Per Hour	\$ 85.00
Inspector III	Per Hour	\$ 100.00
Inspector IV	Per Hour	\$ 110.00
Project Administrator	Per Hour	\$ 100.00
Specialist	Per Hour	\$ 120.00
Construction Engineer	Per Hour	\$ 115.00
Construction Manager	Per Hour	\$ 160.00
Design and Planning		
Designer I	Per Hour	\$ 120.00
Designer II	Per Hour	\$ 130.00
Designer III	Per Hour	\$ 140.00
Designer IV	Per Hour	\$ 150.00
Designer V	Per Hour	\$ 165.00
Planner I	Per Hour	\$ 90.00
Planner II	Per Hour	\$ 110.00
Planner III	Per Hour	\$ 120.00
Planner IV	Per Hour	\$ 130.00
Planner V	Per Hour	\$ 140.00
Engineering - Civil		
Intern I	Per Hour	\$ 60.00
Engineer I	Per Hour	\$ 120.00
Engineer II	Per Hour	\$ 135.00
Engineer III	Per Hour	\$ 165.00
Engineer IV	Per Hour	\$ 180.00
Engineer V	Per Hour	\$ 300.00
CADD Technician I	Per Hour	\$ 70.00
CADD Technician II	Per Hour	\$ 90.00
CADD Technician III	Per Hour	\$ 110.00
Expert Witness		
Expert Witness Research	Per Hour	\$ 225.00
Expert Witness Testimony	Per Hour	\$ 290.00
Engineering-Environmental		
Ecologist I	Per Hour	\$ 105.00

Ecologist II	Per Hour	\$ 125.00
Ecologist III	Per Hour	\$ 140.00
Ecologist IV	Per Hour	\$ 190.00
Ecologist V	Per Hour	\$ 240.00
Noise Analyst I	Per Hour	\$ 120.00
Noise Analyst II	Per Hour	\$ 170.00
Project Management		
Project Manager I	Per Hour	\$ 200.00
Project Manager II	Per Hour	\$ 230.00
Project Manager III	Per Hour	\$ 250.00
Project Manager IV	Per Hour	\$ 300.00
Project Manager V	Per Hour	\$ 325.00
Discipline Manager I	Per Hour	\$ 250.00
Discipline Manager II	Per Hour	\$ 300.00
Group Manager I	Per Hour	\$ 200.00
Group Manager II	Per Hour	\$ 250.00
Principal I	Per Hour	\$ 270.00
Principal II	Per Hour	\$ 300.00
Land Surveying & Mapping		
Survey Crew - 2 Man	Per Hour	\$ 180.00
Survey Crew - 3 Man	Per Hour	\$ 220.00
Survey Crew - 4 Man	Per Hour	\$ 250.00
Survey Manager	Per Hour	\$ 225.00
Survey Technician I	Per Hour	\$ 110.00
Survey Technician II	Per Hour	\$ 115.00
Survey Technician III	Per Hour	\$ 120.00
Survey Analyst	Per Hour	\$ 125.00
Survey Project Manager	Per Hour	\$ 150.00
Surveyor IV	Per Hour	\$ 155.00
Surveyor V	Per Hour	\$ 165.00
Surveyor VI	Per Hour	\$ 175.00
GIS		
GIS Analyst I	Per Hour	\$ 90.00
GIS Analyst II	Per Hour	\$ 115.00
GIS Analyst III	Per Hour	\$ 135.00
GIS Project Manager	Per Hour	\$ 185.00
Ground Penetrating Radar (GPR)		
GPR Technician	Per Hour	\$ 135.00
GPR Crew - 2 Man	Per Hour	
Equipment Rates		
Mobile LiDAR System	Per Hour	\$ 4,200.00

Hydrographic ZBoat	Per Hour	\$ 1,300.00
UAS LiDAR System	Per Hour	\$ 2,100.00
Engineering - Utility (SUE)		
SUE Crew - 1 Man	Per Hour	\$ 140.00
SUE Crew - 2 Man	Per Hour	\$ 190.00
SUE Crew - 3 Man	Per Hour	\$ 220.00
SUE Crew - 4 Man	Per Hour	\$ 250.00
Coordinator I	Per Hour	\$ 115.00
Coordinator II	Per Hour	\$ 125.00
SUE Manager I	Per Hour	\$ 135.00
SUE Manager II	Per Hour	\$ 150.00
SUE Technician III	Per Hour	\$ 105.00
Engineering - Structural & Bridge		
Intern I	Per Hour	\$ 65.00
Engineer I	Per Hour	\$ 140.00
Engineer II	Per Hour	\$ 165.00
Engineer III	Per Hour	\$ 170.00
Engineer IV	Per Hour	\$ 200.00
Engineer V	Per Hour	\$ 230.00
NBIS - Bridge Inspection		
NBIS Team Member	Per Hour	\$ 90.00
NBIS Team Leader	Per Hour	\$ 165.00
NBIS Engineer	Per Hour	\$ 230.00

Event No: 410

Event Title: Capital Improvement Master Plan for the Central City CRA Area

Sub-Consultant Name: WGI, Inc

Title	Unit of Measure	Final Rates
Executive Engineer	Per Hour	\$ 270.00
Chief Engineer	Per Hour	\$ 160.00
Principal Engineer	Per Hour	\$ 245.00
Senior Project Manager	Per Hour	\$ 220.00
Project Manager	Per Hour	\$ 195.00
Senior Engineer 2	Per Hour	\$ 220.00
Senior Engineer 1	Per Hour	\$ 210.00
Engineer 2	Per Hour	\$ 120.00

Engineer 1	Per Hour	\$ 110.00
Senior Engineer Intern	Per Hour	\$ 115.00
Engineer Intern	Per Hour	\$ 105.00
Chief Designer	Per Hour	\$ 150.00
Senior Designer	Per Hour	\$ 130.00
Designer	Per Hour	\$ 105.00
Field Engineer	Per Hour	\$ 160.00
Field Inspector	Per Hour	\$ 105.00
BIM Designer	Per Hour	\$ 85.00
ENGINEERING - UTILITY		
Executive Engineer	Per Hour	\$ 280.00
Chief Engineer	Per Hour	\$ 260.00
Principal Engineer	Per Hour	\$ 240.00
Senior Project Manager	Per Hour	\$ 220.00
Project Manager	Per Hour	\$ 195.00
Senior Engineer 2	Per Hour	\$ 225.00
Senior Engineer 1	Per Hour	\$ 210.00
Engineer 2	Per Hour	\$ 125.00
Engineer 1	Per Hour	\$ 105.00
Senior Engineer Intern	Per Hour	\$ 115.00
Engineer Intern	Per Hour	\$ 100.00
Chief Designer	Per Hour	\$ 150.00
Senior Designer	Per Hour	\$ 125.00
Designer	Per Hour	\$ 100.00
Field Engineer	Per Hour	\$ 150.00
Field Inspector	Per Hour	\$ 105.00
BIM Designer	Per Hour	\$ 90.00
LAND SURVEYING & MAPPING		
Chief Surveyor	Per Hour	\$ 230.00
Principal Surveyor	Per Hour	\$ 230.00
Senior Project Manager	Per Hour	\$ 210.00
Project Manager	Per Hour	\$ 135.00
Senior Professional Surveyor	Per Hour	\$ 170.00
Professional Surveyor	Per Hour	\$ 135.00
Certified Photogrammetrist	Per Hour	\$ 180.00
Senior Survey Technician	Per Hour	\$ 120.00
Survey Technician	Per Hour	\$ 100.00
SUE Technician	Per Hour	\$ 70.00
Field Technician	Per Hour	\$ 75.00
Chief Utility Coordinator	Per Hour	\$ 190.00

Senior Utility Coordinator	Per Hour	\$	150.00
Utility Coordinator	Per Hour	\$	100.00
1 Person Field Survey Crew	Per Hour	\$	120.00
2 Person Field Survey Crew	Per Hour	\$	150.00
3 Person Field Survey Crew	Per Hour	\$	190.00
4 Person Field Survey Crew	Per Hour	\$	250.00
2 Person SUE Crew	Per Hour	\$	135.00
3 Person SUE Crew	Per Hour	\$	170.00
4 Person SUE Crew	Per Hour	\$	200.00
5 Person SUE Crew	Per Hour	\$	230.00
Laser Scan Crew	Per Hour	\$	220.00
Hydrographic/Bathymetric Crew	Per Hour	\$	320.00
UAS Flight Crew	Per Hour	\$	250.00
Fixed Wing Aerial Flight Crew	Per Hour	\$	1,000.00
Geospatial Analyst	Per Hour	\$	100.00
Geospatial Developer	Per Hour	\$	135.00
LANDSCAPE ARCHITECTURE & PLANNING			
Executive Planner	Per Hour	\$	275.00
Chief Planner	Per Hour	\$	250.00
Principal Planner	Per Hour	\$	200.00
Project Manager	Per Hour	\$	140.00
Senior Planner	Per Hour	\$	125.00
Planner	Per Hour	\$	115.00
Chief Landscape Architect	Per Hour	\$	205.00
Principal Landscape Architect	Per Hour	\$	200.00
Senior Project Manager	Per Hour	\$	160.00
Senior Landscape Architect	Per Hour	\$	210.00
Landscape Architect	Per Hour	\$	170.00
Senior Designer	Per Hour	\$	130.00
Designer	Per Hour	\$	100.00
Entry Level Designer	Per Hour	\$	75.00
ENGINEERING - MEP (MECHANICAL, ELECTRICAL, PLUMBING)			
Executive Engineer	Per Hour	\$	270.00
Chief Engineer	Per Hour	\$	265.00
Principal Engineer	Per Hour	\$	245.00
Senior Project Manager	Per Hour	\$	220.00
Project Manager	Per Hour	\$	195.00
Senior Engineer 2	Per Hour	\$	220.00

Senior Engineer 1	Per Hour	\$	215.00
Engineer 2	Per Hour	\$	125.00
Engineer 1	Per Hour	\$	110.00
Senior Engineer Intern	Per Hour	\$	115.00
Engineer Intern	Per Hour	\$	105.00
Chief Designer	Per Hour	\$	150.00
Senior Designer	Per Hour	\$	130.00
Designer	Per Hour	\$	105.00
Field Engineer	Per Hour	\$	160.00
Field Inspector	Per Hour	\$	105.00
BIM Designer	Per Hour	\$	90.00
ENGINEERING - ENVIRONMENTAL			
Executive Environmental Scientist	Per Hour	\$	235.00
Principal Environmental Scientist	Per Hour	\$	220.00
Senior Environmental Scientist	Per Hour	\$	190.00
Environmental Specialist	Per Hour	\$	150.00
Environmental Scientist	Per Hour	\$	130.00
Environmental Technician	Per Hour	\$	100.00
ENGINEERING - CIVIL			
Executive Engineer	Per Hour	\$	275.00
Chief Engineer	Per Hour	\$	260.00
Principal Engineer	Per Hour	\$	240.00
Senior Project Manager	Per Hour	\$	220.00
Project Manager	Per Hour	\$	215.00
Senior Engineer 2	Per Hour	\$	220.00
Senior Engineer 1	Per Hour	\$	225.00
Engineer 2	Per Hour	\$	125.00
Engineer 1	Per Hour	\$	120.00
Senior Engineer Intern	Per Hour	\$	115.00
Engineer Intern	Per Hour	\$	115.00
Chief Designer	Per Hour	\$	150.00
Senior Designer	Per Hour	\$	140.00
Designer	Per Hour	\$	120.00
Field Engineer	Per Hour	\$	165.00
Field Inspector	Per Hour	\$	116.00
BIM Designer	Per Hour	\$	90.00
ARCHITECTURE & PLANNING			
Principal Architect	Per Hour	\$	250.00

Senior Project Manager	Per Hour	\$ 220.00
Project Manager	Per Hour	\$ 230.00
Senior Architect	Per Hour	\$ 270.00
Project Architect	Per Hour	\$ 215.00
Architect	Per Hour	\$ 180.00
Senior Graduate Architect	Per Hour	\$ 125.00
Graduate Architect	Per Hour	\$ 110.00
Executive Planner	Per Hour	\$ 270.00
Chief Planner	Per Hour	\$ 250.00
Principal Planner	Per Hour	\$ 200.00
Senior Planner	Per Hour	\$ 150.00
Planner	Per Hour	\$ 115.00
ADMIN & SUPPORT		
Expert Witness	Per Hour	\$ 320.00
GIS Technician	Per Hour	\$ 95.00
Administrative Assistant	Per Hour	\$ 65.00
Intern	Per Hour	\$ 50.00

Event No: 410

Event Title: Capital Improvement Master Plan for the Central City CRA Area

Sub-Consultant Name: Infinite Source Communications

Title	Unit of Measure	Final Rates
Community Outreach Specialist Senior	Per Hour	\$ 150.00
Community Outreach Specialist	Per Hour	\$ 100.00
Community Outreach Specialist Junior	Per Hour	\$ 60.00

Dissett

Why the Streetscape Masterplan?

- **August 2023 – CCRAB Meeting**
 - *Budget Presentation - \$0 surplus?*
- **September 2023 – CCRAB Meeting**
 - *2.3 million surplus!*
- **November 2023 – CCRAB Meeting**
 - New “Central City Streetscape Capital Improvement Fund”
- **February 2024 – CCRAB Special Meeting**
 - Board members
 - Neighborhood Association
 - Community Survey
- **April 2024 – CCRAB Meeting**
 - **OPTION A** – CCRAB prioritizes projects
 - **OPTION B** – Hire a consultant to come up with a masterplan to prioritize projects
 - Expect a report in 9-12 months, but can start on individual projects in the meantime
 - CCRAB endorsed OPTION B, *but did not communicate this to the City Commission*
- *youtube.com/watch?v=NPcl6f95blw&list=PLMM25hdvbqR673ViMQ7LVXPpf0zdnI6JN&index=12*
- *“Central City Redevelopment Advisory Board meeting on April 3, 2024*

Central City Redevelopment Advisory Board

Note: Starting Wednesday, December 1, 2021, public participation during City Commission and Advisory Board meetings has returned to an in-person format only.

Email the Board

You may email comments to the board at CentralCityRedevelopmentAdvisoryBoard@fortlauderdale.gov

Keep in mind that your e-mail address, comments, and other information will become part of the official public record, as required by Florida law. **If you do not want your personal information included in the official record, do not proceed.**

Purpose and Duties

1. To review the Plan for the Middle River South Middle River Sunrise Boulevard Community Redevelopment Area (Central City CRA) and recommend any changes to the Plan.
2. To make recommendations regarding the exercise of the City Commission's powers as a community redevelopment agency in order to implement the Plan and carry out and effectuate the purposes and provision of the Community Redevelopment Act in the Middle River South Middle River Sunrise Boulevard Community Redevelopment Area (Central City CRA).
3. To receive input from members of the public interested in redevelopment of the Middle River South Middle River Sunrise Boulevard Community Redevelopment Area (Central City CRA) and to report such information to the City Commission sitting as the Community Redevelopment Agency.

COMMUNICATIONS
TO CITY
COMMISSION

<https://www.fortlauderdale.gov/Government/Departments/City-Clerks-Office/Advisory-Boards-Committees-and-Authorities-Agendas-and-Minutes/Central-City-Redevelopment-Advisory-Board>