

ORIGINAL



February 14, 2022

GENERAL PLANNING SERVICES RFP NO. 2022-13 FOR THE CITY OF NORTH PORT

Submitted by:



Contact: Alan Steinbeck, AICP | alan@psgplans.com | (P) 919.636.2834

TABLE OF CONTENTS

| TABS | | PAGE |
|------------------|-------------------------------------------------------------|-----------|
| <i>Section 1</i> | <i>Transmittal Letter</i> | <i>2</i> |
| <i>Section 2</i> | <i>Qualifications of Firm</i> | <i>3</i> |
| <i>Section 3</i> | <i>Key Personnel/Qualifications of the Team</i> | <i>7</i> |
| <i>Section 4</i> | <i>Team's Previous Experience</i> | <i>16</i> |
| <i>Section 5</i> | <i>Management Approach/Project Control</i> | <i>21</i> |
| <i>Section 6</i> | <i>References</i> | <i>24</i> |
| <i>Section 7</i> | <i>Litigation and Insurance</i> | <i>26</i> |
| <i>Section 8</i> | <i>Additional Information</i> | <i>27</i> |
| <i>Section 9</i> | <i>Submission Requirements and Required Submittal Forms</i> | <i>28</i> |



Section 1
Transmittal Letter



1 2 3 4 5 6 7 8 9 10 11 12



Pritchett Steinbeck Group Inc.
9428 Roberts Road
Odessa, Florida 33556

February 14, 2022

Selection Committee Members
4970 City Hall Boulevard, Suite 337
North Port, FL 34286

Re: General Planning Services Contract

Dear Selection Committee Members:

Thank you for the opportunity to submit our qualifications and a proposal for the RFP No. 2022-13 General Planning Services for the City of North Port. At Pritchett Steinbeck Group Inc. (PSG) we have a team of professionals with specialized knowledge and skills to service this contract successfully. We are planners, scientists, and public engagement experts who can assist you with every aspect of service required under this contract.

Our staff is uniquely qualified and able to assist the City of North Port Neighborhood Development Services in the areas of Land Development Review, Long Range Planning, Zoning Administration, and Customer Service. We have participated in several related projects in Florida and other states. Our size and structure allow us to be responsive and adaptable. We can easily work across government departments and meet individual needs. Our knowledge and experience will ensure that your needs are met professionally and with open communication.

I am excited to help you with future projects. I am the Vice President and Director of Community Planning and a Duly Authorized Officer of the company. Our proposal, Standard Form 330, corporate certificates, proof of signatory authority from our President, and all required forms included in Tab 9 are made available to you. I acknowledge receipt of this Request for Proposal and Addendum #3.

Sincerely,

Alan K. Steinbeck
Vice President and Director of Community Planning



Section 2
Qualifications of Firm



ABOUT US

HISTORY AND ORGANIZATION

Pritchett Steinbeck Group Inc (PSG) is a growing company that specializes in providing planning services to City governments. Most of our clients are government entities that have hired us multiple times. Our multi-disciplined structure allows us to easily work across city departments and meet individual needs.

The firm was incorporated in January 2018, and is owned by Cynthia Grizzle and Alan Steinbeck. Cynthia became President of the firm and assumed majority ownership of the company in October 2019. Alan Steinbeck is the firm's Vice President and is a founding owner of the company. Our leadership is supported by three planners, two GIS analysts, three environmental scientists, and an administrator.

PSG helps clients meet their small business and diversity goals. Due to the size of the firm, PSG is a certified Small Business Enterprise (SBE). As a majority woman owned business, the firm qualifies as a Disadvantaged Business Enterprise (DBE) and Women Business Enterprise with local and state certification entities.

LOCATIONS AND SERVICE AREA

PSG is headquartered in Hillsborough County and has an additional office in Durham, North Carolina. Staff report to one of the two offices and several telecommute. This wide geographic range allows us to support a wide variety of clients. In four years in business, PSG's leadership has signed over 50 contracts in five states: Florida, Georgia, North Carolina, Maryland, and Virginia.

Headquarters

9428 Roberts Road
Odessa, Florida 33556

Durham Office

2530 Meridian Parkway
Durham, North Carolina 27713



SERVICES

For this opportunity, our most relevant services include:

- Local and Regional Impact Analysis,
- Feasibility Assessments,
- GIS Integration and Analysis,
- Infrastructure Funding,
- Public Outreach and Training,
- Transportation Model Data Development,
- Long Range Transportation Planning,
- Multitmodal Transportation Planning,
- Active Transportation Planning,
- Corridor Planning,
- Land Use and Policy Planning,
- Socioeconomic Data Analysis,
- Market Analysis and Forecasting,
- Community Development/Renewal,
- Comprehensive Plan Updates and Land Use Code Reviews,
- Environmental Monitoring, Planning and Permitting,
- GIS Mapping and Modeling,
- Technical Report Writing,
- Environmental and Ecological Impact Analysis, and
- Feasibility Studies.

KEY STAFF

Alan Steinbeck, AICP | Project Manager

Alan will serve as the **Project Manager**. He will be a working project manager, with hands on involvement in the work that is produced. Alan has many years of industry experience working with municipalities on such contracts.

Contact information:

alan@psgplans.com
(919) 636-2834

Katie Habgood, AICP | Deputy Project Manager

Katie will serve as the **Deputy Project Manager** for the contract. She will oversee specific tasks as well as provide quality control and quality assurance for the contract. Katie specializes in long range and active transportation planning in Florida.

RELEVANT FLORIDA LICENSES AND REGISTRATION

Pritchett Steinbeck Group Inc. is a Florida corporation, incorporated on January 22, 2018. The firm is in good standing and qualified to conduct business by the State of Florida as evidenced by the Florida Department of State document number P18000007675. The firm does not offer professional services regulated by the Department of Business and Professional Regulation.

***State of Florida
Department of State***

I certify from the records of this office that PRITCHETT STEINBECK GROUP, INC. is a corporation organized under the laws of the State of Florida, filed on January 23, 2018, effective January 22, 2018.

The document number of this corporation is P18000007675.

I further certify that said corporation has paid all fees due this office through December 31, 2022, that its most recent annual report/uniform business report was filed on February 7, 2022, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Seventh day of February, 2022*



Randy Rye
Secretary of State

Tracking Number: 6015257128CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

RELEVANT PROFESSIONAL CERTIFICATIONS

Pritchett Steinbeck Group Inc. has three key staff members who are certified by the Professional Institute of the American Planning Association.

| | | |
|---------------------------------------------------------------|--------------------------------------------------------------|-----------------------------------------------------------|
| Alan Steinbeck AICP Certified Planner Number 018925 | Katie Habgood AICP Certified Planner Number 151311 | Tim Whaler AICP Certified Planner Number 024688 |
|---------------------------------------------------------------|--------------------------------------------------------------|-----------------------------------------------------------|

DISADVANTAGED BUSINESS CERTIFICATIONS



PSG PROJECT EXPERIENCE

Our professionals can easily act as an extension of the City’s staff. We have extensive experience working with municipalities and agencies through on-call planning services contracts, and we understand how to work across departments to achieve overall goals of a municipality. The planning needs of the City encompass a multitude of disciplines and skills. Of the discipline areas outlined in the advertisement, PSG is qualified to provide land development review, long range planning, zoning, and customer service.

We also have experience completing tasks which are not identified in this advertisement but may arise over the life of this contract. Additional skill sets we offer include land use reviews, impact analyses, bicycle and pedestrian safety analyses, mixed-use planning, grant writing, comprehensive plan updates, public engagement, feasibility assessments, development review, corridor studies, and local and regional plans.

Land Development Review: Our team members have current and past experience representing municipal clients as extension of staff in development review. Most recently this includes the City of Destin, City of Parker and Town of Mills River, North Carolina. When required, we will be able to represent the City in conducting current planning reviews, establishing a weekly and well coordinated process for managing the flow of work and decisions regarding interpretations and requirements.

Long Range Planning: We understand the City of North Port is growing, and our experience with cities of similar size also undergoing rapid change will help us provide you with realistic plans that, most importantly, can be implemented. The goal is to increase quality of life to those who live in and visit North Port and to achieve your collective vision. We have extensive experience in preparing citywide and area plans that address the links between land use policy, placemaking, transportation and economics. We are also well versed in the requirements of comprehensive planning in Florida.

Zoning Administration: We will assist the City in evaluating the effectiveness of the ULDC, making updates as needed, and implementing it in everyday practice. Our team members are currently assisting the City of Destin with a rewrite of their Code. We have also assisted the Town of Mills River with new Code sections and helped them evolve their development review process. This included helping them make legal determinations and presenting development review findings to elected and appointed boards.

Customer Service: We can help the City of North Port continue to serve its residents and, at the same time, make your staff’s jobs easier. As we mentioned, we can do this by easing the pressure when special project needs arise. We can also help by analyzing the current procedures used to provide customer service, both online and in-person. Together we can better understand where the pinch points and possibly unmet needs are, and we will make recommendations to create a smooth process.



PSG professionals have completed numerous planning projects for clients in Lee, Collier, Sarasota, and Manatee Counties, and North Carolina.

Above: Map of Select Project Experience Locations

Source: ArcGIS Online

ARCHITECT-ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

General Planning Services (North Port, Florida)

2. PUBLIC NOTICE DATE

01/11/2022

3. SOLICITATION OR PROJECT NUMBER

2022-13

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Alan Steinbeck Director of Community Planning

5. NAME OF FIRM

Pritchett Steinbeck Group, Inc.

6. TELEPHONE NUMBER

919-636-2834

7. FAX NUMBER

8. E-MAIL ADDRESS

alan@psgplans.com

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

| | (Check) | | | 9. FIRM NAME | 10. ADDRESS | 11. ROLE IN THIS CONTRACT |
|----|---------|----|---------|---------------------------------------------------------------------------------------------|----------------------------------------------------|---------------------------|
| | PRIME | JV | PARTNER | | | |
| a. | ✓ | | | Pritchett Steinbeck Group <input type="checkbox"/> CHECK IF BRANCH OFFICE | 9428 Roberts Rd Odessa, Florida 33556 | Prime |
| b. | ✓ | | | Pritchett Steinbeck Group <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE | 2530 Meridian Pkwy Durham, North Carolina 27713 | Prime |
| c. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| d. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| e. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| f. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER *(If any)*

2022-13

PART II - GENERAL QUALIFICATIONS


(If a firm has branch offices, complete for each specific branch office seeking work.)

| | | | | |
|-----------------------------------------------------------------------------------|------------------------------------------------------------|------------------------------|------------------------------------------------------------------------|--------------------------------------------------|
| 2a. FIRM <i>(or Branch Office)</i> NAME Pritchett Steinbeck Group, Inc. | | | 3. YEAR ESTABLISHED 2018 <input checked="" type="checkbox"/> | 4. UNIQUE ENTITY IDENTIFIER 82-4173330 |
| 2b. STREET 9428 Roberts Road | | | 5. OWNERSHIP | |
| 2c. CITY Odessa | 2d. STATE FL <input checked="" type="checkbox"/> | 2e. ZIP CODE 33556 | a. TYPE S-CORP | |
| 6a. POINT OF CONTACT NAME AND TITLE Cynthia Grizzle, President | | | b. SMALL BUSINESS STATUS SBE/WBE/DBE | |
| 6b. TELEPHONE NUMBER 813-215-1273 | 6c. EMAIL ADDRESS cynthia@psgplans.com | | 7. NAME OF FIRM <i>(If Block 2a is a Branch Office)</i> | |

| | | |
|-------------------------------------------------------|----------------------|------------------------------|
| 8a. FORMER FIRM NAME(S) <i>(If any)</i> N/A | 8b. YEAR ESTABLISHED | 8c. UNIQUE ENTITY IDENTIFIER |
|-------------------------------------------------------|----------------------|------------------------------|

| 9. EMPLOYEES BY DISCIPLINE | | | | 10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS | | |
|----------------------------|-------------------------|------------------------|------------|------------------------------------------------------------------------------|------------------------------------|-----------------------------------------------|
| a. Function Code | b. Discipline | c. Number of Employees | | a. Profile Code | b. Experience | c. Revenue Index Number <i>(see below)</i> |
| | | (1) FIRM | (2) BRANCH | | | |
| 47 | Planner | 2 | | P05 | Planning | 1 <input checked="" type="checkbox"/> |
| 29 | GIS Specialist | 1 | | E01 | Ecological & Architectural Invest. | 1 <input checked="" type="checkbox"/> |
| 24 | Environmental Scientist | 2 | | E09 | Env. Impact Studies, Assess. | 1 <input checked="" type="checkbox"/> |
| 58 | Technician/Analyst | 1 | | G04 | GIS Services | 1 <input checked="" type="checkbox"/> |
| 02 | Administrative | 1 | | | | |
| | Other Employees | | | | | |
| | Total | 7 | | | | |

| | | | | | |
|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|---------------------------------------|-------------------------------------|-------------------------------------------|--|
| 11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i> | PROFESSIONAL SERVICES REVENUE INDEX NUMBER | | | | |
| | a. Federal Work | 1 <input checked="" type="checkbox"/> | 1. Less than \$100,000 | 6. \$2 million to less than \$5 million | |
| | b. Non-Federal Work | 3 <input checked="" type="checkbox"/> | 2. \$100,000 to less than \$250,000 | 7. \$5 million to less than \$10 million | |
| | c. Total Work | 3 <input checked="" type="checkbox"/> | 3. \$250,000 to less than \$500,000 | 8. \$10 million to less than \$25 million | |

| | |
|-----------------------------------------------------------------------------------------------------|----------------------------|
| 12. AUTHORIZED REPRESENTATIVE <i>The foregoing is a statement of facts.</i> | |
| a. SIGNATURE  | b. DATE 2/8/2022 |
| c. NAME AND TITLE Cynthia Grizzle, President | |

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER *(If any)*

2022-13

PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

| | | | | |
|------------------------------------------------------------------------------|--|-----------------------------------------------|------------------------------------------------|--------------------------------------------------|
| 2a. FIRM (or Branch Office) NAME Pritchett Steinbeck Group, Inc. | | | 3. YEAR ESTABLISHED 2018 | 4. UNIQUE ENTITY IDENTIFIER 82-4173330 |
| 2b. STREET 2530 Meridian Pkwy | | | 5. OWNERSHIP | |
| 2c. CITY Durham | | | a. TYPE S-CORP | |
| 2d. STATE NC | | 2e. ZIP CODE 27713 | | |
| 6a. POINT OF CONTACT NAME AND TITLE Alan Steinbeck, Vice President | | | b. SMALL BUSINESS STATUS SBE/WBE/DBE | |
| 6b. TELEPHONE NUMBER 919-636-2834 | | 6c. EMAIL ADDRESS alan@psgplans.com | | |
| 8a. FORMER FIRM NAME(S) <i>(If any)</i> N/A | | | 8b. YEAR ESTABLISHED | 8c. UNIQUE ENTITY IDENTIFIER |

| 9. EMPLOYEES BY DISCIPLINE | | | | 10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS | | |
|----------------------------|-------------------------|------------------------|------------|------------------------------------------------------------------------------|---------------|--------------------------------------------|
| a. Function Code | b. Discipline | c. Number of Employees | | a. Profile Code | b. Experience | c. Revenue Index Number <i>(see below)</i> |
| | | (1) FIRM | (2) BRANCH | | | |
| 47 | Planner | 1 | | P05 | Planning | 1 |
| 29 | GIS Specialist | 1 | | G04 | GIS Services | 1 |
| 24 | Environmental Scientist | 1 | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Other Employees | | | | | | |
| Total | | 3 | 0 | | | |

| | | | | | | | | | | | | | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|---|---------------------|---|----------------------|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------------------------------------|-------------------------------------|------------------------------------------|-------------------------------------|-------------------------------------------|---------------------------------------|-------------------------------------------|-----------------------------------------|-----------------------------|
| <p>11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i></p> <table style="width: 100%;"> <tr> <td>a. Federal Work</td> <td style="text-align: center;">1</td> </tr> <tr> <td>b. Non-Federal Work</td> <td style="text-align: center;">3</td> </tr> <tr> <td>c. Total Work</td> <td style="text-align: center;">3</td> </tr> </table> | a. Federal Work | 1 | b. Non-Federal Work | 3 | c. Total Work | 3 | <p style="text-align: center;">PROFESSIONAL SERVICES REVENUE INDEX NUMBER</p> <table style="width: 100%;"> <tr> <td>1. Less than \$100,000</td> <td>6. \$2 million to less than \$5 million</td> </tr> <tr> <td>2. \$100,000 to less than \$250,000</td> <td>7. \$5 million to less than \$10 million</td> </tr> <tr> <td>3. \$250,000 to less than \$500,000</td> <td>8. \$10 million to less than \$25 million</td> </tr> <tr> <td>4. \$500,000 to less than \$1 million</td> <td>9. \$25 million to less than \$50 million</td> </tr> <tr> <td>5. \$1 million to less than \$2 million</td> <td>10. \$50 million or greater</td> </tr> </table> | 1. Less than \$100,000 | 6. \$2 million to less than \$5 million | 2. \$100,000 to less than \$250,000 | 7. \$5 million to less than \$10 million | 3. \$250,000 to less than \$500,000 | 8. \$10 million to less than \$25 million | 4. \$500,000 to less than \$1 million | 9. \$25 million to less than \$50 million | 5. \$1 million to less than \$2 million | 10. \$50 million or greater |
| a. Federal Work | 1 | | | | | | | | | | | | | | | | |
| b. Non-Federal Work | 3 | | | | | | | | | | | | | | | | |
| c. Total Work | 3 | | | | | | | | | | | | | | | | |
| 1. Less than \$100,000 | 6. \$2 million to less than \$5 million | | | | | | | | | | | | | | | | |
| 2. \$100,000 to less than \$250,000 | 7. \$5 million to less than \$10 million | | | | | | | | | | | | | | | | |
| 3. \$250,000 to less than \$500,000 | 8. \$10 million to less than \$25 million | | | | | | | | | | | | | | | | |
| 4. \$500,000 to less than \$1 million | 9. \$25 million to less than \$50 million | | | | | | | | | | | | | | | | |
| 5. \$1 million to less than \$2 million | 10. \$50 million or greater | | | | | | | | | | | | | | | | |

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

| | |
|--------------------------------------------------------|----------------------------|
| a. SIGNATURE | b. DATE 2/8/2022 |
| c. NAME AND TITLE Cynthia Grizzle, President | |



Section 3

Key Personnel/Qualifications of the Team



ORGANIZATIONAL CHART

Pritchett Steinbeck Group is a full-service team with the resources available to meet the City of North Port’s planning needs. Our Florida-based staff are a short distance from the City of North Port and by leveraging technology, our staff in our North Carolina branch are just as easily accessible. Our team will be led by **Project Manager (PM) Alan Steinbeck, AICP**, and **Deputy PM Katie Habgood, AICP**. Alan has over 20 years of experience implementing strategic thinking and spatial analysis to all services. He will be supported by Katie, who has over 17 years of experience planning for people and all types of transportation: long range, transit, bicycle and pedestrian, sustainability, equity, and Complete Streets. Their combined experience and leadership will provide a well-rounded project management team knowledgeable in planning policy, spatial analysis, and development review services.



| Planners | GIS Analysts | Environmental Scientists |
|----------------------|---------------------|---------------------------|
| Alan Steinbeck, AICP | Mary Weber | Cynthia Grizzle, PWS, CFM |
| Katie Habgood, AICP | Jeremy Goldstein | Raina Cumby, ENV SP |
| Tim Whaler, AICP | Raina Cumby, ENV SP | Martha Gruber |

KEY PROFESSIONAL STAFF



ALAN STEINBECK, AICP | PROJECT MANAGER

Alan’s experience includes overseeing and delivering projects and programs integrating issues of spatial analysis, community development, strategic thinking, transportation and placemaking. He is a seasoned project manager, program manager and facilitator. He has managed numerous analytical projects, area and master plans, corridor studies, technical assistance programs and economic and community development efforts. His work spans urban, suburban, small city and rural areas. Alan has the ability to orchestrate complex projects that involve both technical details and high-profile decision-making elements. He is an excellent communicator and has a successful record of accomplishment of building consensus around issues among project stakeholders, the public and elected officials. Alan has worked extensively on strategic planning efforts that emphasize community revitalization, economic development, community capacity building and facilities planning.

EDUCATION

- Georgia Tech, Master of Science in City/ Urban, Community and Regional Planning
- Georgia Tech, Bachelor of Science in Architecture

CERTIFICATIONS

AICP Number 018925

PROFESSIONAL ASSOCIATIONS

- American Institute of Certified Planners, Member

Project Experience

Comprehensive Plan, Code Development and On-Call Planning – Town of Mills River, North Carolina

Project Manager/Senior Planner. The project includes a jobs and population forecast, identification of developable land, formation of land use categories and an assessment of the need for infrastructure and public facilities and services. Alan was the project manager, lead author and facilitator in the engagement efforts for a multi-sector steering committee and the public. Alan assisted the Town of Mills River with zoning permit application reviews and other current planning activities. The assignment included representing the Town with developers, consultants, property owners, residents, business owners and Henderson County. Alan assisted in representing the staff in front of appointed boards and elected officials.

Mobility Plan and Mobility Fee Study – City of Destin, Florida

Project Manager. Alan is managing a project to create a new multimodal Mobility Plan for the City. The project is transitioning the City from a Multimodal Transportation District form of transportation concurrency to a mobility fee form of financing and transportation impact mitigation. Alan is leading the engagement portion of the project and orchestrating the activities of the consultant team and City staff involved in the project.

On-Call Planning Services – Pasco County

Project Manager. Alan is currently working with the Parks, Recreation and Natural Resources Department on an impact fee study. This study includes calculating and recommending new fees and establishing new fee districts. The study includes estimating facilities costs based on the County’s adopted Master plan and valuing land for the purposes of acquiring land for new parks. PSG assisted the County in updating the Water Supply Facilities Work Plan. Alan drafted associated text changes to the Conservation Element and Public Facilities Element of the County’s Comprehensive Plan.

On-Call Planning Services – City of Brevard

Project Manager. Alan prepared the first set of implementation guidance for the City’s affordable housing policy by ordinance and Housing Trust Fund. The guidebook included designation of eligible activities, allowable expenses, grant cycle schedule and process, grant application, selection committee prioritization methodology, and rent calculations. Alan also prepared an assessment of market demand, site feasibility, design considerations, rate structure assumptions, potential cost and cash flow analysis for a downtown parking deck. On behalf of the City Alan prepared a grant application for downtown street improvements to the two primary pedestrian streets in Brevard.

Creedmoor Forward Strategic Plan & Implementation Assistance – City of Creedmoor, North Carolina

Project Manager. Alan assisted the City in refining and prioritizing a list of projects and initiatives in advance of the City’s annual budget sessions. The task included facilitating the annual strategic planning workshop of the City Commission, estimating staff resource demand for project management, and creating a project implementation tracking and reporting strategy for management. Alan created an implementation plan for the reuse of an old school as a community hub for public services, office spaces and business incubation. This work included a building and site assessment, cost estimating, an action plan for implementation, a funding strategy and oversight of a design team.

Economic Analysis and Forecasting – Transurban USA

Planner. Alan supported Transurban in the maintenance of its economic data to model traffic in Washington DC. The work includes independent economic analysis of public forecasts, assessment of macroeconomic and regional factors affecting short-term and longer-term growth trends, and a forecast at the analysis zone level for interim years out to a horizon year of 2045. The assignment included assisting with socioeconomic data development for the American Legion Bridge I-270 to I-70 Relief Plan in partnership with the Maryland Department of Transportation. Previous work included analyzing the impact on employment and household formation patterns as a result of the Amazon HQ2 project and other major projects in National Landing in Arlington County and the City of Alexandria.

Winter Park Drive Complete Street Concept Development Study – City of Casselberry

Planner. Alan is working on a team of consultants to complete this study. He is responsible for identifying the land use and market factors influencing the prospects for new development in the corridor. The work also includes an assessment of existing and future potential development relative to its ability to optimize the use of multimodal facilities being planned for the road.

Public Transportation Statewide Strategic Plan – North Carolina Department of Transportation

Planner. Alan worked on a team of consultants to assist NCDOT in creating the Public Transportation Statewide Strategic Plan with an emphasis on supporting stakeholder engagement. Alan helped to convene and run a land use coordinating group as well as develop plan content on topics of land use, affordable housing and transit-oriented development.

Comprehensive Plan Update & On-Call Planning Services – City of Parker, Florida

Project Manager. Alan managed the completion of a major update of the City’s Comprehensive Plan. The update included policy development to address issues of economic development, neighborhood stabilization, flood resiliency and main street revitalization. The update included text amendments, forecasting, a new future land use map series and several new policy initiatives. Alan worked on an on-call contract to support the City in current planning and development review. The work included reviewing applications for site improvements as well as providing general planning assistance to the City for all development activity and some post-Hurricane Michael redevelopment activity.



Katie Habgood, AICP | Deputy Project Manager

Over the past 17 years, Katie’s professional practice has involved a range of planning products at all scales of geography, from focused corridor studies to multi-county Long Range Transportation Plans (LRTPs). She is an adept communicator, enjoying face-to-face time with clients and a project’s audience and stakeholders. Her project experience includes transit planning, bicycle and pedestrian feasibility and master planning, long range transportation plans, congestion management processes, equity analysis, project prioritization plans, climate change and vulnerability studies, environmental studies, and public engagement.

EDUCATION

- University of Florida, Master of Arts in Urban and Regional Planning
- University of Florida, Bachelor of Science in Communications

CERTIFICATIONS

AICP Number 151311

PROFESSIONAL ASSOCIATIONS

- American Institute of Certified Planners, Member
- American Planning Association, Member
- Women’s Transportation Seminar International, Member
- Association of Pedestrian and Bicycle Professionals, Member

Project Experience

Mobility Plan and Mobility Fee Study – City of Destin, Florida

Planner. Katie is assisting with the creation of a new multimodal Mobility Plan for the City. The project is transitioning the City from a Multimodal Transportation District form of transportation concurrency to a mobility fee form of financing and transportation impact mitigation. Katie is working with our team to develop the mobility fee structure.

Lee MPO, LRTP: Unfunded Bicycle and Pedestrian Needs. Lee County, Florida; With another firm (2020 to 2021)

Project Manager. The goal was to develop a prioritized database of identified and unfunded bicycle and pedestrian needs in Lee County, including safety and operational improvements at major intersections. Katie developed ten performance measures: mobility, connectivity, safety, and buildability. Based on public comment, two scenarios were run. The team also developed cost estimates for the highest priority projects and explored possible future funding sources.

Lee MPO, Village of Estero Bicycle & Pedestrian Master Plan. Estero, Florida; With another firm. (2018 to 2019)

Project Manager. For its first-ever Bicycle and Pedestrian Master Plan, the Village of Estero went through a visioning process followed by a Needs Assessment. Katie led each phase of the project. She helped the community define its vision for a safe and effective bicycle and pedestrian network, identified the gaps in the community’s active transportation network, and evaluated each project’s performance resulting in a prioritized list of projects.

Forward Pinellas, SR 60 Corridor Multimodal Implementation Strategies, Pinellas County, Florida; With another firm. (2018 to 2019)

Deputy Project Manager. This project developed strategies to assist Forward Pinellas and agency partners, Pinellas Suncoast Transit Authority (PSTA), City of Clearwater, Florida Department of Transportation (FDOT), and Pinellas County, identify ways to improve the options, connections, and safety for all travelers, those in cars, on bikes, on foot, and using transit, throughout the SR 60 corridor. Katie led each phase of the project. The study relied on strong stakeholder engagement from agencies, the business community, and all impacted neighborhoods associations. Katie created project-specific materials to help stakeholders understand the various options and tradeoffs, which were presented at in-person workshops.



Tim Whaler, AICP | Senior Planner

Tim is a project manager and analyst with experience in program management, community planning initiatives and projects requiring spatial analysis. His work includes working directly for and on behalf of local governments to create, implement and monitor policies for physical development and oversee community development initiatives. Tim has also prepared numerous system plans for transportation and public infrastructure. His project involvement includes public financial strategies, multimodal transportation planning, comprehensive planning, and GIS data analysis and mapping.

EDUCATION

- Florida State University, Bachelor of Science in Geography with a minor in Urban and Regional Planning

CERTIFICATIONS

AICP Number 024688

PROFESSIONAL ASSOCIATIONS

N/A

Project Experience

Mobility Plan and Mobility Fee Study – City of Destin, Florida

Planner. Through a continuing services contract, Tim provided transportation and comprehensive planning services to the City of Destin. Tim served as project manager assisting the City in implementing the multimodal transportation district (MMTD) by reviewing traffic impact studies and development applications to ensure that proposals meet the requirements outlined in the Destin Land Development Code and Comprehensive Plan. Tim coordinated the Multimodal Transportation District Regulations Audit that revisited the MMTD regulations to determine how they might be modernized and improved to better assist the City in achieving its multimodal improvement goals, objectives and policies. He also was responsible for the development of the City’s Annual Transportation Concurrency Analysis and Biennial Multimodal Transportation District Monitoring Report.

Transportation Planning Professional Services – Walton County, Florida

Planner. Tim helped prepare an update to the county’s Comprehensive Plan Transportation Element by creating a planning framework that provided clear direction for developing and maintaining an integrated multimodal transportation system. Tim will be providing recommendations for revisions to the county’s Land Development Code focusing on modifications to the transportation related sections of the development design and improvement standards. Tim will also complete a review of the county’s existing transportation concurrency management system that will include outlining procedures for updating the existing database, providing alternative methodology best practices and developing recommendations for a revised or new concurrency framework.

Virginia Avenues/Lake Highland Transportation and Land Use Study – City of Orlando, Florida

Planner. Tim led the transportation network performance assessment for an integrated transportation and land use study to help the Lake Highland neighborhood proactively envision a neighborhood plan to leverage potential development opportunities, improve transportation options and network connectivity, and retain the local character.



MARY WEBER / SENIOR GIS ANALYST

Mary is responsible for the application and development of Geographic Information Systems (GIS) and Information Technology. She has over 20 years' experience utilizing GIS technology in various technical fields such as transportation, planning, hydrology, and site investigation. She has served as project manager on several FDOT projects in the past and can utilize her experience to provide alternatives impact analysis for Project Development and Environmental Studies.

Project Experience

Geospatial Support for Hydrologic Model Development, National Audubon Society, Corkscrew Swamp Sanctuary, Naples, Florida

Lead Analyst. Mary provided GIS support for a project with the National Audubon Society. The goal of this project is to assist in the development of a hydrologic model that will in turn support the restoration of habitat in the Corkscrew Swamp National Sanctuary. The study area includes 70,000 acres in the Estero and Imperial River Watersheds in southern Lee and northern Collier County. Our tasks included georeferencing historic aerial photos from 1953 to develop a historical land cover feature class to compare to the land cover of today and developed of a project geodatabase supporting scientists and surveyors to develop hydrologic models and habitat restoration plans.

Polk Vision Strategic Development, FDOT District 1, Bartow, Florida

FDOT Staff Representative. Mary served as part of the FDOT team to provide support to develop Vision strategies for bicycle and pedestrian safety as part of the Polk County Transportation Planning Organization (TPO) efforts. Mary is serving on a committee to evaluate low-cost community engagement efforts to support bicycle and pedestrian safety in the County.

Traffic Safety Programs Support, FDOT District 1, Bartow, Florida

FDOT Staff Representative. Under the Traffic Safety Program Manager and Community Traffic Safety Teams (CTST) Coordinator, Mary is responsible for strategic communications, GIS support, and outreach within the safety community throughout the District.

Work Program Mapping, FDOT District 7, Tampa, Florida

Senior Planner. The goal of this project was to develop District policy that dictated the format, style, and automated process and procedures for District Seven's Work Program mapping. Mary coordinated the mapping of all projects, worked with District Staff to identify gaps, and delivered public map documents for public workshops. As format of the public workshops changed, she developed interactive maps to assist the public in visualizing projects in their area. In addition to the map development, Mary also developed the user guide for FDOT staff to maintain and update maps and the policy behind creation of the Work Program in the District.

EDUCATION

- Ohio University, Master of Arts in Geography
- Rutgers University, Bachelor of Science in Environmental Planning and Design with a focus on Geology

CERTIFICATIONS

N/A

PROFESSIONAL ASSOCIATIONS

- Tampa Bay Applications Group, Board Member (2000-2013)
- Florida Model Task Force, Member (2000-2013)
- Roadway Characteristics Inventory Training Certification-RCI Fundamentals, Member (2019)



JEREMY GOLDSTEIN / SENIOR ANALYST

Jeremy is a Senior Analyst, responsible for economic planning and analysis, including work to support strategic planning, market analysis, regional forecasting, affordable housing, future land use planning, transit-oriented development, and local economy building. Jeremy matches his advanced economic analysis skills and geographic information systems (GIS) spatial analysis with applied practice in economic and community development. Jeremy and Alan Steinbeck have collaborated on numerous projects around the country. Jeremy’s work has included regional plans, corridor studies and area and neighborhood, district and transit station area plans.

EDUCATION

- University of North Carolina-Chapel Hill, Master of Arts in Regional Planning and City Planning
- University of Pennsylvania, Bachelor of Arts in Biological Basis of Behavior (Cognitive Neuroscience)

CERTIFICATIONS

N/A

PROFESSIONAL ASSOCIATIONS

N/A

Project Experience

Transit Development Plan – Polk Transportation Planning Organization (TPO)

Senior Analyst. The Transit Development Plan (TDP) was designed to meet FDOT requirements for a major update, but took additional steps to identify critical local issues, including connectivity to Orlando’s SunRail commuter rail, innovative funding streams, and an evaluation of the impact of future transportation trends, such as automated vehicle technology.

Multimodal Accessibility-based Needs Assessment – Miami-Dade Transportation Planning Organization (TPO)

Lead Analyst. Jeremy was part of a team providing general planning support to the TPO. Jeremy served as a lead analyst on the development of a multimodal accessibility analysis to support the TPO’s 2045 long range plan needs assessment. The methodology was designed to complement the traditional travel demand modeling process, adding a multimodal component and a comprehensive evaluation measure defined as access to opportunities, directly addressing the Federal Highway Administration’s Ladders of Opportunity planning emphasis area.

2045 Long Range Transportation Plan Socioeconomic Data Forecasting – Miami – Dade Transportation Planning Organization (TPO)

Task Manger/Senior Analyst. The TPO created a socioeconomic forecast for Miami-Dade County, Florida. The project included a detailed analysis of best practices for county and sub-county allocation methodologies, countywide population and employment forecasts, and socioeconomic sub-allocation to the TAZ and MAZ levels for the year 2045.

Evaluation of the HIP-TI Future Land Use - Seminole County, Florida

Lead Market Analyst. The project included a future land use designation in Seminole County for employment centers and higher intensity mixed-use areas in strategic locations along the northern I-4 corridor where the area was under development pressure. Jeremy led the evaluation of the relative market position of the HIP-TI areas for target industry (office and related) uses versus higher density residential uses. The findings of that evaluation led to policy and infrastructure investment recommendations moving forward.



Cynthia Grizzle, PWS, CFM | President, Senior Environmental Scientist

Cynthia is an experienced professional in transportation planning and environmental services. Her broad range of knowledge and experience allows her to guide projects from the feasibility stage, through planning, design, permitting, and construction. She has led natural resource assessments for all types of projects, including transportation planning and design contracts. She has applied her technical expertise to complete feasibility studies, monitoring reports, environmental permitting, NEPA studies, and construction oversight in environmentally sensitive areas.

Project Experience

Preliminary Roadway Alignment Study for the Extension of Bee Ridge Road from Iona Road to Hi Hat Ranch. Transportation Engineering and Planning Services Contract; Sarasota County Government

Task Manager. A corridor planning study was conducted to evaluate the optimum roadway alignment for the extension of Bee Ridge Road. Collected engineering and environmental data and compiled it into a summary report to assist the county with selection of an optimal roadway alignment. (2017-2018)

I-75 Rest Areas PD&E. FDOT District One. Charlotte and Sarasota Counties, Florida

Environmental Task Manager. Environmental assessment associated with PD&E Study. Conducted alternatives analysis and produced a NRE to determine the best locations for a northbound and southbound rest area on I-75 which avoided several 4(f) resources are along the corridor. (February 2016 to August 2017)

US 41 at Main Street PD&E Study. Florida Department of Transportation, District One, Sarasota County, Florida

Environmental Scientist. PD&E study for the conversion of an existing intersection into a two-lane roundabout. Impacts on Section 4(f) areas, historic and cultural resources, noise, and protected species habitat will be key elements of the study, as will the use of context-sensitive design solutions and the accommodation of pedestrians and cyclists. Reviewed and revised the Natural Resource Evaluation document. (2018)

I-75 Widening from North of North River Road to North of SR 681, FDOT District One, Sarasota County, Florida

Environmental Scientist. Design for expansion of 8.8 miles of I-75. Performed delineation of wetlands using soil, vegetation and hydrologic analysis. Conducted a Florida Scrub Jay survey and surveys for other listed species such as wood stork, gopher tortoise, and bald eagle. Contributed to environmental documentation for the permit applications to state and federal agencies (September 2005 to May 2007)

EDUCATION

- University of Maryland, Master of Science in Environmental Management
- University of South Florida, Bachelor of Science in Environmental Science and Policy

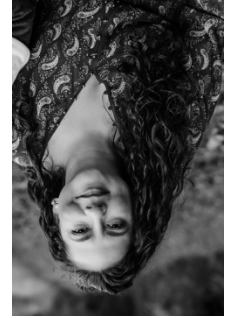
CERTIFICATIONS

- Professional Wetland Scientist
- Floodplain Manager
- Highway Traffic Noise Analyst
- Stormwater Management Inspector
- Natural Areas Management
- Authorized Gopher Tortoise Agent

PROFESSIONAL ASSOCIATIONS

- Tampa Bay Association of Environmental Professionals, Member at Large
- Hillsborough County Local Mitigation Strategy Workshop, Member
- Tampa Bay Estuary Program Community Advisory Committee
- Hillsborough County DM/DWBE & SBE Advisory Committee Member

MARTHA GRUBER, GTA / SENIOR ENVIRONMENTAL SPECIALIST



Martha is a multi-disciplinary environmental scientist with over 18 years of experience in the public, private and non-profit sectors. She is a skilled communicator and has been involved with public engagement projects during her public sector work. She is an experienced project manager with expertise in wetland restoration, wetland assessments and mitigation, listed species surveys, mitigation, restoration, and stormwater projects. Her previous experience includes two years as the project administrator for the SWFWMD's FDOT Mitigation Program.

Education: Eckerd College, Bachelor of Arts in Environmental Studies/Policy

Project Experience

Water Supply Facilities Work Plan - Pasco County Government, Florida

Environmental Scientist: Responsible for analyzing the hydrological data provided by the Southwest Florida Water Management District and writing the Pasco County Water Supply Facilities Work Plan in accordance with Chapter 163, Part II, F.S. for submission to the Department of Economic Opportunity (DEO) along with any amendments made to the County Comprehensive Plan.

Crystal Beach Drainage and Roadway Improvements - Pinellas County Government, Florida

Environmental Scientist: The purpose of the project is to assess street and drainage issues within the project area and develop a recommended plan for stormwater management and roadway improvements. Responsible for establishing the jurisdictional wetland lines within the project boundaries, review of green infrastructure design, and gopher tortoise burrow survey.

RAINA CUMBY, ENV SP / ENVIRONMENTAL AND RESILIENCY SPECIALIST



Raina is a multi-disciplinary environmental and resiliency scientist with 6 years of experience. She has expertise in surface water monitoring, wetland assessments, listed species surveys and land use reviews. She is also skilled in geographic information systems (GIS), performing tasks such as processing, analyzing, and assessing data, as well as experience in cartography and data management.

Education: University of South Florida, Master of Arts in Environmental Science and Policy
University of South Florida, Bachelor of Science in Business Administration

Project Experience

The Town of Mills River Comprehensive Plan, Mills River, North Carolina

GIS Analyst: Created existing land use maps. Prepared the watershed regulations and conservation measures sections of the Trends and Conditions Assessment.

Cypress Creek Wellfield (CCWF) Ecological Monitoring and Assessment, Tampa Bay Water (TBW), Pasco County, Florida

Environmental Scientist: The purpose of the monitoring program is to provide information used to infer possible impacts that groundwater withdrawal from the Floridan aquifer may have on the surrounding wetlands and to provide information needed to manage the wellfield. Currently performs the ecological monitoring of the wellfield and immediate vicinity. Assists with the Annual Report and the Semi-Annual Impact Analysis which includes the creation of hydroperiod, normal pool offset (NPO), and Optimized Regional Operations Plan (OROP) tables and maps. Assists in conducting yearly Wetland Assessment Procedure (WAP).

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|-------------------------------------|--------------------------------------------------|----------------------|---------------------------|
| 12. NAME Alan Steinbeck AICP | 13. ROLE IN THIS CONTRACT Project Manager | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 23 | b. WITH CURRENT FIRM 4 |

15. FIRM NAME AND LOCATION *(City and State)*
Pritchett Steinbeck Group, Inc. (Durham, North Carolina)

| | |
|----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| 16. EDUCATION <i>(Degree and Specialization)</i> Master of Science, City and Regional Planning Bachelor of Science, Architecture | 17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> |
|----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
American Institute of Certified Planners - Certified Planner Number: 018925
Journal of the Florida Engineering Society, September 2021, Is Your Project Shovel Ready?

19. RELEVANT PROJECTS

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------------|
| a. (1) TITLE AND LOCATION <i>(City and State)</i> Mobility Plan and Mobility Fee Report (Destin, Florida) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The plan aims to address congestion, network connectivity, pedestrian and bicycle facilities, safety, parking and future transit service. The Mobility Plan is the basis for major update to the City's impact fee structure and the Mobility Report will include a fee structure for all modes of transportation. Role: Project Manager | | |
| b. (1) TITLE AND LOCATION <i>(City and State)</i> Comp. Plan, Code Devel. & On-Call Planning (Town of Mills River, NC) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Completed Town of Mills River's first comp. plan utilizing market analysis, assessment of current land use policies, and evaluation of public infrastructure. The on-call services include duties for zoning permits and development reviews, code ordinance changes, water supply watershed protection, and assistance with ARPA. Role: Project Manager | | |
| c. (1) TITLE AND LOCATION <i>(City and State)</i> On-Call Planning Services-Pasco County (New Port Richey, Florida) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm PSG assists Pasco County Planning and Development Department with policy development for various departments where facilities planning and policy planning overlap. Work on this contract includes collaboration with Parks, Recreation and Natural Resources Department, Pasco Libraries, and Pasco County Utilities. Role: Project Manager | | |
| d. (1) TITLE AND LOCATION <i>(City and State)</i> On-Call Planning Services-City of Brevard (Brevard, North Carolina) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2019 | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The on-call planning services for the City of Brevard include assistance with projects related to extend the capacity and expertise of the Department of Planning and Zoning and the City Manager's Office. Role: Project Manager | | |
| e. (1) TITLE AND LOCATION <i>(City and State)</i> Creedmoor Forward Strategic Plan Imp. Assistance (Creedmoor, NC) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Assisting the City of Creedmoor to implement their Creedmoor Forward Strategic Plan. This includes acting on behalf of the owners representative on expansion of City Hall, feasibility assessments of strategic reuse of public buildings, recommendations to update zoning categories, population forecasts, and market analysis. Role: Proj. Manager | | |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|------------------------------------|-------------------------------------------------------------------------|----------------------|----------------------------|
| 12. NAME Katie Habgood AiCP | 13. ROLE IN THIS CONTRACT Senior Planner/ Deputy Project Manager | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 17 | b. WITH CURRENT FIRM >1 |

15. FIRM NAME AND LOCATION *(City and State)*
Pritchett Steinbeck Group, Inc. (Odessa, Florida)

| | |
|----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| 16. EDUCATION <i>(Degree and Specialization)</i> Master of Arts, Urban and Regional Planning Bachelor of Science, Communications | 17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> |
|----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
American Institute of Cert. Planners Certified Planner Number: 151311; Women's Transportation Seminar (WTS) International-Member; Assoc. of Ped. and Bicycle Prof. (APBP)-Member; American Planning Assoc. (APA)-Member

19. RELEVANT PROJECTS

| (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-------------------------------------|
| | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |
| a. Mobility Plan and Mobility Fee Report (Destin, Florida) | Ongoing | |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The plan aims to address congestion, network connectivity, pedestrian and bicycle facilities, safety, parking and future transit service. The Mobility Plan is the basis for major update to the City's impact fee structure and the Mobility Report will include a fee structure for all modes of transportation. This is ongoing. Role: Senior Planner | | |
| b. On-Call Planning Services-Pasco County (New Port Richey, Florida) | Ongoing | |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm PSG assists Pasco County Planning and Development Department with policy development for various departments where facilities planning and policy planning overlap. Work on this contract includes collaboration with Parks, Recreation and Natural Resources Department, Pasco Libraries, and Pasco County Utilities. Ongoing. Role: Senior Planner | | |
| c. Lee MPO, LRTP: Unfunded Bicycle & Pedestrian Needs (Cape Coral, FI) | 2021 | |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Develop performance measures that address mobility, connectivity, safety and buildability to address the goal of prioritizing database of all identified and unfunded bicycle and pedestrian needs in Lee County. The team developed cost estimates for the highest priority projects and explored possible future funding sources. Role: Project Manager | | |
| d. Lee MPO, Village of Estero Bicycle and Ped Master Plan (Estero, Florida) | 2019 | |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm For its first ever Bicycle and Pedestrian Master Plan for the Village of Estero, Katie led each phase of the project and helped the community define its vision for a safe and effective bicycle and pedestrian network, identified the gaps in the community transportation network and evaluated each project's performance. Role: Project Manager | | |
| e. ForwardPinellas, SR60 Corridor Multimodal Imp. Strategies(Clearwater,FI) | 2019 | |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm The study relied on strong stakeholder engagement from agencies, business community, and all impacted neighborhood associations. Katie created project specific materials to help stakeholders understand various options and their tradeoffs that were presented at in-person workshops. Role: Deputy Project Manager | | |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|---------------------------------|-------------------------------------------------|----------------------|---------------------------|
| 12. NAME Tim Whaler AICP | 13. ROLE IN THIS CONTRACT Senior Planner | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 17 | b. WITH CURRENT FIRM 4 |

15. FIRM NAME AND LOCATION *(City and State)*
Pritchett Steinbeck Group, Inc. (Odessa, Florida)

| | |
|--------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| 16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science, Geography, minor in Urban and Regional Planning | 17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> |
|--------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
American Institute of Certified Planners - Certified Planner Number: 024688

19. RELEVANT PROJECTS

| | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------------|
| a. (1) TITLE AND LOCATION <i>(City and State)</i> Mobility Plan and Mobility Fee Report (Destin, Florida) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The plan aims to address congestion, network connectivity, pedestrian and bicycle facilities, safety, parking and future transit service. The Mobility Plan is the basis for major update to the City's impact fee structure and the Mobility Report will include a fee structure for all modes of transportation. Role: Senior Planner | | |
| b. (1) TITLE AND LOCATION <i>(City and State)</i> Comp. Plan Update & On-Call Planning-City of Parker (Parker, Florida) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2021 | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm As a follow up to the Comp. Plan, work included reviewing applications for site improvements as well as providing general palnning assistance to the City for all development activity and some post Hurricane Michael redevelopment activity. Role: Senior Planner | | |
| c. (1) TITLE AND LOCATION <i>(City and State)</i> Transportation Planning Professional Services | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2018 | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Updating the Walton County's Comprehensive Plan Transportation Element by creating a framework that provided clear direction for developing and maintaining an integrated multimodal transportation system. Plan work included recommendations for revisions to the County's Land Development Code focusing on transportation. Role: Planner | | |
| d. (1) TITLE AND LOCATION <i>(City and State)</i> Bay-Walton Sector Long Term Master Plan | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2015 | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm The goal of this plan was to create a cohesive and fully integrated master plan for the planning area. This consisted of approximately 110,500 acres including 97,216 acres in Bay County and 13,284 acres in Walton County. Coordination and adoption of the long-term master plan into the Walton County Comprehensive Plan was the goal. Role: Planner | | |
| e. (1) TITLE AND LOCATION <i>(City and State)</i> Multimodal Transportation District Implementation | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Transportation and comprehensive planning services to the City of Destin. This includes implementing the multimodal transportation district by reviewing traffic impact studies and development applications to ensure that proposals meet the requirements outlined in Destin Land Development Code and Comprehensive Plan. Role: Project Manager | | |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|--------------------------------------|--------------------------------------------------------------------|----------------------|---------------------------|
| 12. NAME Mary Stallings Weber | 13. ROLE IN THIS CONTRACT Senior GIS Analyst/Senior Planner | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 24 | b. WITH CURRENT FIRM 3 |

15. FIRM NAME AND LOCATION *(City and State)*
Pritchett Steinbeck Group, Inc. (Odessa, Florida)

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| 16. EDUCATION <i>(Degree and Specialization)</i> Master of Arts, Geography Bachelor of Science, Environmental Planning and Design (Focus: Geology) | 17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
Tampa Bay Applications Group-Board Member; Florida Model Task Force-Member; Roadway Characteristics Inventory Training Certification-RCI Fundamentals

19. RELEVANT PROJECTS

| (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-------------------------------------|
| | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |
| a. Mobility Plan and Mobility Fee Report (Destin, Florida) | Ongoing | |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The plan aims to address congestion, network connectivity, pedestrian and bicycle facilities, safety, parking and future transit service. The Mobility Plan is the basis for major update to the City's impact fee structure and the Mobility Report will include a fee structure for all modes of transportation. Role: GIS data management | | |
| b. Land Use Review & Public Involvement (Madeira Beach, Florida) | 2021 | |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The City of Madeira Beach required assistance in developing a full technical package to initiate and complete the Countywide Plan Map amendment. PSG assisted the City with the development of public hearing presentation and maps, assist staff with two public workshops. Role: Project Manager/Senior GIS Analyst | | |
| c. Geospatial Support for Hydrologic Model Development (Naples, Florida) | 2021 | |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The project provided GIS support for the National Audubon Society. This included georeferencing historic aerial photos from 1953 to develop a historical land cover feature class to compare land cover of today, and develop a project geodatabase supporting scientist and surveyors to develop hydrologic models and habitat restoration. Role: GIS Analyst | | |
| d. Polk Vision Strategic Development, FDOT District 1 (Bartow, Florida) | Ongoing | |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm PSG represents FDOT District 1 to provide support to develop Vision strategies for bicycle and pedestrian safety as part of the Polk County Transportation Planning Organization efforts. Role: Senior Planner | | |
| e. Traffic Safety Programs Support, FDOT District 1 (Bartow, Florida) | Ongoing | |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm PSG represents FDOT District 1 under the Traffic Safety Program Manager and Community Traffic Safety Teams Coordinator. PSG provides support and outreach within the safety community throughout District 1. Role: GIS Analyst | | |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|---------------------------------------------------------------------|---------------------------|
| 12. NAME Jeremy Goldstein | 13. ROLE IN THIS CONTRACT Senior Analyst | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 13 | b. WITH CURRENT FIRM 4 |
| 15. FIRM NAME AND LOCATION <i>(City and State)</i> Pritchett Steinbeck Group, Inc. (Durham, North Carolina) | | | |
| 16. EDUCATION <i>(Degree and Specialization)</i> Master of Regional Planning, City Planning Bachelor of Arts, Biological Basis of Behavior (Cognitive Neuroscience) | | 17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> | |
| 18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> | | | |

19. RELEVANT PROJECTS

| | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------------|
| (1) TITLE AND LOCATION <i>(City and State)</i> Mobility Plan and Mobility Fee Report (Destin, Florida) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The plan aims to address congestion, network connectivity, pedestrian and bicycle facilities, safety, parking and future transit service. The Mobility Plan is the basis for major update to the City's impact fee structure and the Mobility Report will include a fee structure for all modes of transportation. Role: Senior Analyst | | |
| (1) TITLE AND LOCATION <i>(City and State)</i> Comp. Plan, Code Devel. & On-Call Planning (Town of Mills River, NC) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Completed Town of Mills River's first comp. plan utilizing market analysis, assessment of current land use policies, and evaluation of public infrastructure. The on-call services include duties for zoning permits and development reviews, code ordinance changes, water supply watershed protection, and assistance with ARPA. Role: Senior Analyst | | |
| (1) TITLE AND LOCATION <i>(City and State)</i> On-Call Planning Services-Pasco County (New Port Richey, Florida) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm PSG assists Pasco County Planning and Development Department with policy development for various departments where facilities planning and policy planning overlap. Work on this contract includes collaboration with Parks, Recreation and Natural Resources Department, Pasco Libraries, and Pasco County Utilities. Role: Senior Analyst | | |
| (1) TITLE AND LOCATION <i>(City and State)</i> On-Call Planning Services-City of Brevard (Brevard, North Carolina) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2019 | CONSTRUCTION <i>(If applicable)</i> |
| d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The on-call planning services for the City of Brevard include assistance with projects related to extend the capacity and expertise of the Department of Planning and Zoning and the City Manager's Office. Role: Senior Analyst | | |
| (1) TITLE AND LOCATION <i>(City and State)</i> Creedmoor Forward Strategic Plan Imp. Assistance (Creedmoor, NC) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Assisting the City to implement their Creedmoor Forward Strategic Plan. This includes acting on behalf of the owners representative on expansion of City Hall, feasibility assessments of strategic reuse of public buildings, recommendations to updates to zoning categories, population forecasts, and market analysis. Role: Senior Analyst | | |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|------------------------------------------|-----------------------------------------------------------------|----------------------|---------------------------|
| 12. NAME Cynthia Grizzle PWS, CFM | 13. ROLE IN THIS CONTRACT Senior Environmental Scientist | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 19 | b. WITH CURRENT FIRM 4 |

15. FIRM NAME AND LOCATION *(City and State)*
Pritchett Steinbeck Group, Inc. (Odessa, Florida)

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 16. EDUCATION <i>(Degree and Specialization)</i> Master of Arts, Environmental Science and Policy Bachelor of Science, Business Administration | 17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida DOT - Certified Highway Traffic Noise Analyst Florida DEP- Certified Stormwater Management Inspector Florida FWCC- Gopher Tortoise Agent |
|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
Certified Floodplain Manager; Professional Wetland Scientist; Tampa Bay Association of Environmental Professionals - Board Member; Hillsborough County Local Mitigation Strategy Working Group - Member

19. RELEVANT PROJECTS

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------------|
| a. (1) TITLE AND LOCATION <i>(City and State)</i> On-Call Planning Services-Pasco County (New Port Richey, Florida) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Assist Pasco County Planning and Development Department with policy development for various departments where facilities planning and policy planning overlap. Work on this contract includes collaboration with Parks, Recreation and Natural Resources Department, Pasco Libraries, and Pasco County Utilities. Role: Project Manager/Env. Spec. | | |
| b. (1) TITLE AND LOCATION <i>(City and State)</i> On-Call Planning Services-City of Brevard (Brevard, North Carolina) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2019 | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The on-call planning services for the City of Brevard include assistance with projects related to extend the capacity and expertise of the Department of Planning and Zoning and the City Manager's Office. Role: Env. Specialist | | |
| c. (1) TITLE AND LOCATION <i>(City and State)</i> Cypress Creek Wellfield Ecological Monitoring and Assessment | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ecological monitoring is required to comply with permit conditions issued by SWFWMD. Establish vegetation transects and conduct annual assessments. Conduct semi-annual hydrological analysis and annual reporting of hydrologic conditions, land use and vegetative changes, and wildlife observations. Role: Env Sci/Proj. Manager. | | |
| d. (1) TITLE AND LOCATION <i>(City and State)</i> Districtwide Air and Noise Contract, US 1 Wildlife Crossing Corridor Study | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Collect camera trap data at aquatic and terrestrial wildlife features. Reconyx camera traps are deployed quarterly and the data is collected and summarized in quarterly reports which are submitted to FDOT. Role: Environmental Scientist/Project Manager. | | |
| e. (1) TITLE AND LOCATION <i>(City and State)</i> Districtwide Air and Noise Contract, Document Review | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2017 | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Provide general notes and comments to be included on plan sets. Entered comments into FDOT's Electronic Review Comments (ERC) and Project Suite Enterprise Edition (PSEE) databases for multiple roadway projects including the Miami River Tunnel, SR5 over Coral Gables Canal, and SR94/Kendall Dr from SW97 Ave to SW79 Ave. Role: Env. Sci. | | |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|-------------------------------|------------------------------------------------------------------|----------------------|----------------------------|
| 12. NAME Martha Gruber | 13. ROLE IN THIS CONTRACT Senior Environmental Specialist | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 19 | b. WITH CURRENT FIRM >1 |

15. FIRM NAME AND LOCATION *(City and State)*
Pritchett Steinbeck Group, Inc. (Durham, North Carolina)

| | |
|--------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| 16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Arts, Environmental Science and Policy | 17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida FWCC- Gopher Tortoise Agent |
|--------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
Living Shoreline for Marine Contractors Certification-Florida Sea Grant; Wetland Delineation Training-Florida Department of Environmental Protection; Surface Water Identification Training and Certification-North Carolina Association of Environmental Professionals; 10-Hour General Industry Safety and Health-OSHA

19. RELEVANT PROJECTS

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------------------------------------------------------|
| a. (1) TITLE AND LOCATION <i>(City and State)</i> On-Call Planning Services-Pasco County (New Port Richey, Florida) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE PSG assists Pasco County Planning and Development Department with policy development for various departments where facilities planning and policy planning overlap. Work on this contract includes collaboration with Parks, Recreation and Natural Resources Department, Pasco Libraries, and Pasco County Utilities. Role: Env. Spec. | | <input checked="" type="checkbox"/> Check if project performed with current firm |
| b. (1) TITLE AND LOCATION <i>(City and State)</i> Cross Bar Ranch Wellfield Environmental Monitoring Assessment | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Hydrological and vegetative assessments are required per permit conditions issued by SWFWMD. Responsible for inputting data and analyzing data for semi-annual and annual reports. Role: Environmental Specialist. | | <input checked="" type="checkbox"/> Check if project performed with current firm |
| c. (1) TITLE AND LOCATION <i>(City and State)</i> Starkey Stormwater Management Facility | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2021 | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Performed biological and threatened and endangered species assessment, establish jurisdictional wetland line and seasonal high-water, and make best management practice recommendations to Pinellas County staff. Role: Environmental Specialist. | | <input type="checkbox"/> Check if project performed with current firm |
| d. (1) TITLE AND LOCATION <i>(City and State)</i> Crystal Beach Drainage and Roadway Improvements | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2019 | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Review 30% design plans to provide recommendations for best management practices, stormwater management, and jurisdictional wetlands. Provided updated jurisdictional wetland line data collection and map exhibit, performed gopher tortoise survey, and reviewed green infrastructure design. Role: Environmental Specialist. | | <input type="checkbox"/> Check if project performed with current firm |
| e. (1) TITLE AND LOCATION <i>(City and State)</i> Ibis Pond Stormwater Improvements | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2021 | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Reviewed green infrastructure design of 16 bioswales within the neighborhood and littoral shelf planting of the stormwater wet detention pond. Met with homeowner and provided recommendation for native vegetation to replace any damaged caused by the county due to replacement of a reinforced concrete pipe. Role: Environmental Specialist | | <input type="checkbox"/> Check if project performed with current firm |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|------------------------------------|--------------------------------------------------------------|----------------------|---------------------------|
| 12. NAME Raina Cumby ENV SP | 13. ROLE IN THIS CONTRACT Env. Specialist/GIS Analyst | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 7 | b. WITH CURRENT FIRM 4 |

15. FIRM NAME AND LOCATION *(City and State)*
Pritchett Steinbeck Group, Inc. (Odessa, Florida)

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| 16. EDUCATION <i>(Degree and Specialization)</i> Master of Arts, Environmental Science and Policy Bachelor of Science, Business Administration | 17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida DOT - Certified Noise Analyst |
|------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
Environ. Sustainability Prof.-Inst. for Sustainability Infrastructure; Wetland Assess. Procedure-Southwest Fl. Water Mngmt District; Acoustic Tech and Acoustic Analysis Course Anabat Systems-Titley Scientific; 10-Hr Construction-OSHA

19. RELEVANT PROJECTS

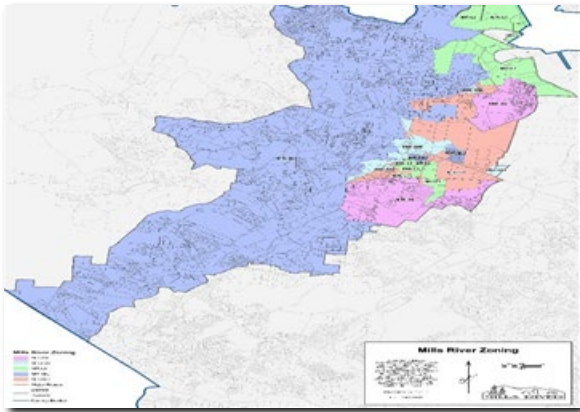
| | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------------|
| a. (1) TITLE AND LOCATION <i>(City and State)</i> Mobility Plan and Mobility Fee Report (Destin, Florida) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The plan aims to address congestion, network connectivity, pedestrian and bicycle facilities, safety, parking and future transit service. The Mobility Plan is the basis for major update to the City's impact fee structure and the Mobility Report will include a fee structure for all modes of transportation. Role: Environmental Specialist/GIS Analyst | | |
| b. (1) TITLE AND LOCATION <i>(City and State)</i> Mobility Plan and Mobility Fee Report (Destin, Florida) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The plan aims to address congestion, network connectivity, pedestrian and bicycle facilities, safety, parking and future transit service. The Mobility Plan is the basis for major update to the City's impact fee structure and the Mobility Report will include a fee structure for all modes of transportation. Role: GIS Analyst | | |
| c. (1) TITLE AND LOCATION <i>(City and State)</i> On-Call Planning Services-Pasco County (New Port Richey, Florida) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm PSG assists Pasco County Planning and Development Department with policy development for various departments where facilities planning and policy planning overlap. Work on this contract includes collaboration with Parks, Recreation and Natural Resources Department, Pasco Libraries, and Pasco County Utilities. Role: Env. Spec. | | |
| d. (1) TITLE AND LOCATION <i>(City and State)</i> On-Call Planning Services-City of Brevard (Brevard, North Carolina) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2019 | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The on-call planning services for the City of Brevard include assistance with projects related to extend the capacity and expertise of the Department of Planning and Zoning and the City Manager's Office. Role: | | |
| e. (1) TITLE AND LOCATION <i>(City and State)</i> Economic Analysis and Forecasting (Alexandria, Virginia) | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2019 | CONSTRUCTION <i>(If applicable)</i> |
| (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm The project was supporting Transurban in the maintenance of its economic data to model traffic in Washing DC. This included independent economic analysis of public forecasts, assessment of macroeconomic and regional factors affecting short-term and longer-term growth trends, and forecast at the analysis zone. Role: GIS Analyst | | |



Section 4
Teams Previous Experience



PSG'S SIMILAR PROJECT EXPERIENCE



#1 COMPREHENSIVE PLAN, CODE DEVELOPMENT AND ON-CALL PLANNING SERVICES (ONGOING)

Mills River, North Carolina | Town of Mills River

The Town of Mills River completed the Making Mills River 2040 Comprehensive Plan, which was the first Comprehensive Plan created for the community. The service includes on-call planning and other policy planning. The consulting assistance includes:

- Planner on call duties for zoning permits and development review;
- Assessment of current land use policies, development rights and land capacity;
- New future land use categories to guide policy updates to existing zoning districts;
- Evaluation of the availability and capacity of public infrastructure to serve current and future demand;
- Implementation strategy including capital projects and financial plan;
- New water supply watershed protection ordinance; and
- Assistance with administering federal ARPA funding.

Reference:

Daniel Cobb | daniel.cobb@millsriver.org | (863) 519-2251 | 124 Town Center Drive, Mills River, NC 28759



#2 MOBILITY PLAN AND MOBILITY FEE REPORT (ONGOING)

Destin, Florida | City of Destin

The City of Destin is creating its first Mobility Plan and Mobility Fee Report. The work is transitioning the City from a Multimodal Transportation District form of concurrency to a mobility fee system. The plan includes all modes of transportation and a twenty-year work plan of capital improvements.

The plan aims to address congestion, network connectivity, pedestrian and bicycle facilities, safety, parking and future transit service. The Mobility Plan is the basis for a major update to the City's impact fee structure. The project includes a new Mobility Fee Report that will include a fee structure for all modes of transportation. PSG's work on the project includes:

- Technical analysis;
- GIS data management and mapping;
- Safety data collection and assessment;
- Assessment of quality of service for multimodal facilities; and
- Technical writing support.

Reference:

Louis Zunguze | lzunguze@cityofdestin.com | (850) 654-1119 Option 2 | 4100 Indian Bayou Trail, Destin, FL 32541



#3 ON-CALL PLANNING SERVICES (ONGOING)

Pasco County, Florida | Pasco County

PSG assists Pasco County Planning and Development Department with policy development for various departments where facilities planning and policy planning overlap. Work on this contract includes collaboration with Parks, Recreation and Natural Resources Department, Pasco Libraries, and Pasco County Utilities.

PSG prepared Pasco County's Water Supply Facilities Work Plan and is currently working on an impact fee study. PSG will assist the County on updating the Library System Master Plan. The consultant work under this contract includes:

- Analyze and research technical data.
- Technical report writing.
- Policy writing and analysis.
- Interagency and interdepartmental collaboration.

Reference:

Peyton McLeod |
peyton.mcleoad@patelgreene.com | (813) 978-3100 | 12570 Telecom Dr., Temple Terrace, FL 33637



#4 ON-CALL PLANNING SERVICES (2019)

Brevard, Florida | City of Brevard

The on-call planning services for the City of Brevard include assistance with projects related to extend the capacity and expertise of the Department of Planning and Zoning and the City Manager's Office. Assignments have included drafting a USDOT Better Utilizing Investments to Leverage Development (BUILD) grant application and creating a project website for the BUILD application, creating a guidebook for implementing the City's affordable housing policy, and conducting a feasibility study for a new downtown parking deck. Work under this contract includes:

- Technical analysis;
- Elements of strategic planning; and
- Presentation of decision-making information for staff, management and the City's elected officials.

Reference:

Paul Ray | paul.ray@cityofbrevard.com | (828) 885-5630 | 95 W. Main Street, Brevard, NC 28712



#5 CREEDMOOR FORWARD STRATEGIC PLAN AND IMPLEMENTATION ASSISTANCE (ONGOING)

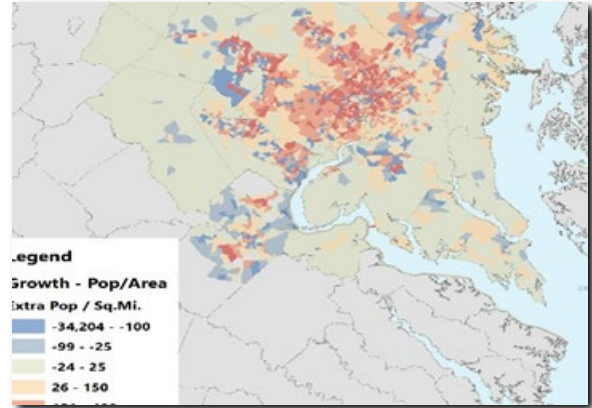
Creedmoor, North Carolina | City of Creedmoor

PSG is assisting the City of Creedmoor with the implementation assistance of the Creedmoor Forward Strategic Plan. The project included strategic positioning based on an economic analysis and community profile, a land suitability analysis and a prioritized capital improvement program of community facilities and infrastructure investments. Work under this contract includes:

- Public engagement for investment priorities across topics;
- Facilitation of strategic planning sessions with City Commission;
- Project management to include City Hall expansion and feasibility study of adaptive reuse of former school;
- Population forecast and housing demand analysis;
- Feasibility assessment and implementation of the strategic plan;
- Development concepts for parks and recreation facilities; and
- Evaluation of concept development plans.

Reference:

Mike Frangos | mfrangos@cityofcreedmoor.org | (919) 764-1016 | 111 Masonic Street, Creedmoor, NC 27522



#6 ECONOMIC ANALYSIS AND FORECASTING (2019)

Washington DC | Transurban USA

Transurban, a private toll facility developer and operator that finances, builds and operates toll assets through public-private arrangements, including on I-95, I-395 and I-495 in the Washing DC area. PSG's role for this project was supporting Transurban in the maintenance of its economic data to model traffic in Washing DC. This included independent economic analysis of public forecasts, assessment of macroeconomic and regional factors affecting short-term and longer-term growth trends, and forecast at the analysis zone level for interim years out to the horizon year of 2045. Work under this contract includes:

- Socioeconomic data development and demand forecasting model;
- Regional forecasting;
- Submarket analysis of development trends and future growth;
- Assessment of economic impact of major employment announcement;
- Spatial analysis of land use, land suitability and development potential; and
- Macroeconomics analysis of national and regional conditions.

Reference:

Manish Jain | MJain@transurban.com | (571) 620-7906 | 6440 General Green Way, Alexandria, VA 22312



#7 WINTER PARK DRIVE COMPLETE STREET STUDY ECONOMIC ANALYSIS (ONGOING)

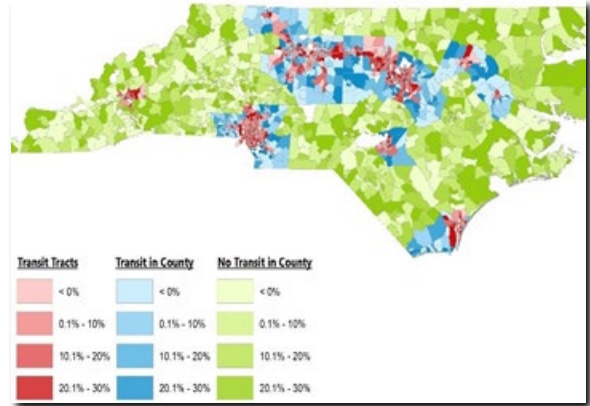
Casselberry, FL | City of Casselberry

The City is preparing a plan for the redesign of Winter Park Drive to create a complete set of motorized vehicle, pedestrian, and bicycle facilities. The corridor includes a variety of neighborhoods, employment areas, and commercial services. Consultant services under this contract includes:

- Forecast population and employment.
- Market analysis demonstrating overall redevelopment potential.
- Housing price valuation assessment.
- Retail gap analysis.
- Assessment of walkable destinations.

Reference:

Kathryn Tellez | k.tellez@fehrandpeers.com | (321) 754-9902 | 250 SouthOrange Avenue, Suite 120P, Orlando, FL 32801



#8 NCDOT STRATEGIES TO SUPPORT AFFORDABLE HOUSING (2019)

Raleigh, North Carolina | NCDOT

In the state's most urbanized areas, major transit investments have had the tendency to raise housing values and rents after completed.

The team created recommendations for land use and transportation policies, programs and planning initiatives to address this and other affordable housing challenges in the state. The team also assisted NCDOT to identify ways to better coordinate transportation investment with affordable housing that is made possible through Low Income Housing Tax Credits and other financial mechanisms that form public-private partnerships in providing housing. Work under this contract included:

- Facilitate statewide Ad Hoc Working Group to develop recommendations.
- Market analysis of rent and home value for housing across the state.
- Program development and policy recommendations for NCDOT internal process and collaborations.

Reference:

Blair Chambers | tbchambers@ncdot.gov | (919) 707-4693 | 1 S Wilmington Street, Room 547-A, Raleigh, NC 27699



#9 COMPREHENSIVE PLAN UPDATE & ON-CALL PLANNING (2019-2021)

Parker, Florida | City of Parker

The City conducted a major update to the Comprehensive Plan. The update included policy development to address issues of economic development, neighborhood stabilization, flood resiliency and main street revitalization. The update included text amendments, forecasting, a new map series and several new policy initiatives.

As a follow up to the Comprehensive Plan, the work included reviewing applications for site improvements as well as providing general planning assistance to the City for all development activity and some post-Hurricane Michael redevelopment activity. Consultant work under this contract included:

- Major Comprehensive Plan update.
- Current planning review and review process updates.
- Recommendations for Land Development Regulations updates.

Reference:

Melissa Correia | mcorreia@cityofparker.com | (850) 871-4949 | 1001 West Park Street, Parker, FL 32404



#10 USDOT BUILD GRANT APPLICATION

City of Greenville, North Carolina | NCDOT

The Transportation Access, Safety, and Connectivity Investment Project (TASC) is a strategic investment that will transform safety and connectivity in Greenville’s urban core, linking residents, employees, students, and visitors to centers of education, employment, innovation, entrepreneurship, culture, entertainment and recreation. The TASC project includes key vehicular and non-vehicular investments that complete a long-planned but only partially constructed network of multi-modal infrastructure that serve the City’s Uptown, Medical District, West Greenville neighborhood and East Carolina University. Facilities included roundabouts, sidewalks, bicycle lanes and multi-use trails. PSG completed a USDOT Better Utilizing Investments to Leverage Development (BUILD) grant application in 2019, which was a major update to the prior year application. The work included writing the narrative, creating project graphics and completing the benefit cost analysis.

- Grant writing for the USDOT BUILD program
- Benefit cost analysis
- This project led to an award of \$15 million from the USDOT

Reference:

Lisa Kirby | lkirby@greenvillenc.gov | (252) 329-4476 | 1500 Beatty Street, Greenville, NC 27834

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------------|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 1 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Comp. Plan, Code Devel. & On-Call Planning (Town of Mills River, NC) | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |

23. PROJECT OWNER'S INFORMATION

| | | |
|-----------------------------------------|-----------------------------------------|------------------------------------------------------|
| a. PROJECT OWNER Town of Mills River | b. POINT OF CONTACT NAME Daniel Cobb | c. POINT OF CONTACT TELEPHONE NUMBER 828-890-2903 |
|-----------------------------------------|-----------------------------------------|------------------------------------------------------|

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The Town of Mills River completed the Making Mills River 2040 Comprehensive Plan, which was the first Comprehensive Plan created for the community. The consulting assistance included:

- Market analysis of future demand for housing and commercial development;
- Assessment of current land use policies, development rights and land capacity;
- New future land use categories to guide policy updates to existing zoning districts;
- Evaluation of the availability and capacity of public infrastructure to serve current and future demand; and
- Implementation strategy including capital projects and financial plan.

In addition to this work, services included on-call and other policy planning:

- Planner on call duties for zoning permits and development review;
- Code of ordinance changes based on changes to state legislation (160D);
- New noise ordinance and temporary vendor/food truck ordinance;
- New water supply watershed protection ordinance; and
- Assistance with administering federal ARPA funding.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
|----|--------------------------------|-------------------------------------------|----------|
| a. | Pritchett Steinbeck Group Inc. | Durham, North Carolina | Prime |
| b. | Pritchett Steinbeck Group Inc. | Odessa, Florida | Prime |
| c. | | | |
| d. | | | |
| e. | | | |
| f. | | | |

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------------|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 2 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Mobility Plan and Mobility Fee Report (Destin, Florida) | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |

23. PROJECT OWNER'S INFORMATION

| | | |
|------------------------------------|-------------------------------------------|---------------------------------------------------------------|
| a. PROJECT OWNER City of Destin | b. POINT OF CONTACT NAME Louis Zunguze | c. POINT OF CONTACT TELEPHONE NUMBER 850-654-1119 option 2 |
|------------------------------------|-------------------------------------------|---------------------------------------------------------------|

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Through this contract, the City of Destin is creating its first Mobility Plan and Mobility Fee Report. The work is transitioning the City from a Multimodal Transportation District form of concurrency to a mobility fee system. The plan includes all modes of transportation and a twenty-year work plan of capital improvements.

The plan aims to address congestion, network connectivity, pedestrian and bicycle facilities, safety, parking and future transit service. The Mobility Plan is the basis for a major update to the City's impact fee structure. The project includes a new Mobility Fee Report that will include a fee structure for all modes of transportation.

PSG's work on the project includes:

- GIS data management and mapping;
- Safety data collection and assessment;
- Assessment of quality of service for multimodal facilities; and
- Editing and documentation support.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | |
|-----------------------------------------------------------|---------------------------------------------------------------------|-------------------|
| a. (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Odessa, Florida | (3) ROLE Prime |
| b. (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Durham, North Carolina | (3) ROLE Prime |
| c. (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------------------------------|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 3 |
| 21. TITLE AND LOCATION <i>(City and State)</i> On-Call Planning Services -Pasco County (New Port Richey, Florida) | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |

23. PROJECT OWNER'S INFORMATION

| | | |
|----------------------------------------------------|--------------------------------------------------|-------------------------------------------------------------|
| a. PROJECT OWNER Pasco County Government | b. POINT OF CONTACT NAME Peyton McLeod | c. POINT OF CONTACT TELEPHONE NUMBER 813-978-3100 |
|----------------------------------------------------|--------------------------------------------------|-------------------------------------------------------------|

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

PSG assists Pasco County Planning and Development Department with policy development for various departments where facilities planning and policy planning overlap. Work on this contract includes collaboration with Parks, Recreation and Natural Resources Department, Pasco Libraries, and Pasco County Utilities.

PSG prepared Pasco County's Water Supply Facilities Work Plan that analyzed data to identify and address the development of traditional and alternative water supplies, and conservation and reuse programs that are necessary to serve existing and new development within Pasco County's service area.

PSG is currently working with the Parks, Recreation and Natural Resources Department on an impact fee study. This study includes calculating and recommending new fees and establishing new fee districts. PSG is estimating facilities costs based on the on the County's adopted Master plan and valuing land for the purposes of acquiring land for new parks. As part of this project, PSG will begin work on the Library System Master Plan that will involve identifying long range facility use.

Work under this contract includes:

- Analyze and research technical data;
- Technical report writing;
- Policy writing and analysis; and
- Interagency and interdepartmental collaboration.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|-----------|-------------------------------------------------|---------------------------------------------------------------------|---------------------------|
| a. | (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Odessa, Florida | (3) ROLE Subconsultant |
| b. | (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Durham, North Carolina | (3) ROLE Subconsultant |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-------------------------------------|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 4 |
| 21. TITLE AND LOCATION <i>(City and State)</i> On-Call Planning Services-City of Brevard (Brevard, North Carolina) | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2019 | CONSTRUCTION <i>(If applicable)</i> |

23. PROJECT OWNER'S INFORMATION

| | | |
|-------------------------------------|--------------------------------------|------------------------------------------------------|
| a. PROJECT OWNER City of Brevard | b. POINT OF CONTACT NAME Paul Ray | c. POINT OF CONTACT TELEPHONE NUMBER 828-885-5630 |
|-------------------------------------|--------------------------------------|------------------------------------------------------|

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The on-call planning services for the City of Brevard include assistance with projects related to extend the capacity and expertise of the Department of Planning and Zoning and the City Manager's Office. Assignments have included drafting a USDOT Better Utilizing Investments to Leverage Development (BUILD) grant application and creating a project website for the BUILD application, creating a guidebook for implementing the City's affordable housing policy, and conducting a feasibility study for a new downtown parking deck.

These projects have included:

- Technical analysis;
- Elements of strategic planning; and
- Presentation of decision-making information for staff, management and the City's elected officials.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|-------------------------------------------------|---------------------------------------------------------------------|---------------------------|
| a. | (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Odessa, Florida | (3) ROLE Subconsultant |
| b. | (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Durham, North Carolina | (3) ROLE Subconsultant |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------------------------------|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 5 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Creedmoor Forward Strategic Plan & Imp. Assistance (Creedmoor, NC) | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |

23. PROJECT OWNER'S INFORMATION

| | | |
|---------------------------------------|------------------------------------------|------------------------------------------------------|
| a. PROJECT OWNER City of Creedmoor | b. POINT OF CONTACT NAME Mike Frangos | c. POINT OF CONTACT TELEPHONE NUMBER 919-764-1016 |
|---------------------------------------|------------------------------------------|------------------------------------------------------|

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

PSG is assisting the City of Creedmoor with the implementation assistance of the Creedmoor Forward Strategic Plan. The project included strategic positioning based on an economic analysis and community profile, a land suitability analysis and a prioritized capital improvement program of community facilities and infrastructure investments.

This includes:

- Acting as owner's representative on expansion of City Hall and oversight of architectural and engineering team;
- Feasibility assessment and implementation plan for adaptive reuse of school building as community hub;
- Strategic planning update and prioritization of projects and initiatives;
- Strategic positioning element based on market analysis, land suitability analysis, levels of service and opportunities and challenges;
- Recommendations for development of new community center for indoor recreation and senior services;
- Development concepts for parks and recreation facilities;
- Level of service evaluation for new public safety facility;
- Population forecast and housing demand analysis;
- Recommendations for updates to zoning categories to support a broader mix of housing types;
- Evaluation of parks and recreation projects; and
- Stormwater management practices.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|-------------------------------------------------|---------------------------------------------------------------------|-------------------|
| a. | (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Durham, North Carolina | (3) ROLE Prime |
| b. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|--------------------------------------------|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 6 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Economic Analysis and Forecasting (Alexandria, Virginia) | 22. YEAR COMPLETED PROFESSIONAL SERVICES 2019 CONSTRUCTION <i>(If applicable)</i> | |

23. PROJECT OWNER'S INFORMATION

| | | |
|------------------------------------|-----------------------------------------|------------------------------------------------------|
| a. PROJECT OWNER Transurban USA | b. POINT OF CONTACT NAME Manish Jain | c. POINT OF CONTACT TELEPHONE NUMBER 571-620-7906 |
|------------------------------------|-----------------------------------------|------------------------------------------------------|

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Transurban is a private toll facility developer and operator that finances, builds and operates toll assets through public-private arrangements, including on I-95, I-395 and I-495 in the Washing DC area. PSG's role for this project was supporting Transurban in the maintenance of its economic data to model traffic in Washing DC. This included independent economic analysis of public forecasts, assessment of macroeconomic and regional factors affecting short-term and longer-term growth trends, and forecast at the analysis zone level for interim years out to the horizon year of 2045.

The services included:

- Socioeconomic data development and demand forecasting model;
- Regional forecasting;
- Submarket analysis of development trends and future growth;
- Assessment of economic impact of major employment announcement;
- Spatial analysis of land use, land suitability and development potential; and
- Macroeconomics analysis of national and regional conditions.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|-------------------------------------------------|---------------------------------------------------------------------|-------------------|
| a. | (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Durham, North Carolina | (3) ROLE Prime |
| b. | (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Odessa, Florida | (3) ROLE Prime |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------------------------------|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 7 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Winter Park Dr. Complete Street Study Eco. Analysis (Casselberry, Florida) | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES Ongoing | CONSTRUCTION <i>(If applicable)</i> |

23. PROJECT OWNER'S INFORMATION

| | | |
|-----------------------------------------|--------------------------------------------|------------------------------------------------------|
| a. PROJECT OWNER City of Casselberry | b. POINT OF CONTACT NAME Kathryn Tellez | c. POINT OF CONTACT TELEPHONE NUMBER 321-754-3302 |
|-----------------------------------------|--------------------------------------------|------------------------------------------------------|

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The City of Casselberry is preparing a plan for the redesign of Winter Park Drive to create a complete set of motorized vehicle, pedestrian and bicycle facilities. The corridor includes a variety of neighborhoods, employment areas, and commercial services.

The land use and economic analysis include:

- Forecast population and employment;
- Market analysis demonstrating overall redevelopment potential;
- Housing price valuation assessment;
- Retail gap analysis; and
- Assessment of walkable destinations.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|-------------------------------------------------|---------------------------------------------------------------------|-------------------|
| a. | (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Durham, North Carolina | (3) ROLE Prime |
| b. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--------------------------------------------|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 8 |
| 21. TITLE AND LOCATION <i>(City and State)</i> NCDOT Strategies to Support Affordable Housing (Raleigh, North Carolina) | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2019 | CONSTRUCTION <i>(If applicable)</i> |

23. PROJECT OWNER'S INFORMATION

| | | |
|-------------------------------------------------------------|--------------------------------------------|------------------------------------------------------|
| a. PROJECT OWNER North Carolina Depart of Transportation | b. POINT OF CONTACT NAME Blair Chambers | c. POINT OF CONTACT TELEPHONE NUMBER 919-707-4693 |
|-------------------------------------------------------------|--------------------------------------------|------------------------------------------------------|

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The work was conducted based on the recognition that there is a link between transportation investment, access to economic opportunity, and the market for housing. In the state's most urbanized areas, major transit investments have had the tendency to raise housing values and rents after completed. The analytical part of the study showed rents were rising faster in transit supported areas than in areas not served by fixed route systems.

The team created recommendations for land use and transportation policies, programs and planning initiatives to address this and other affordable housing challenges in the state. The team also assisted NCDOT identify ways to better coordinate transportation investment with affordable housing that is made possible through Low Income Housing Tax Credits and other financial mechanisms that form public-private partnerships in providing housing.

The services provided were:

- Facilitation of statewide Ad Hoc Working Group to develop recommendations;
- Market analysis of rent and home value for housing across the state; and
- Program development and policy recommendations for NCDOT internal processes and collaborations.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|-------------------------------------------------|---------------------------------------------------------------------|---------------------------|
| a. | (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Durham, North Carolina | (3) ROLE Subconsultant |
| b. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--------------------------------------------|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 9 |
| 21. TITLE AND LOCATION <i>(City and State)</i> Comp. Plan Update & On-Call Planning-City of Parker (Parker, FL) | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES 2021 | CONSTRUCTION <i>(If applicable)</i> |

23. PROJECT OWNER'S INFORMATION

| | | |
|------------------------------------|---------------------------------------------|--------------------------------------------------------|
| a. PROJECT OWNER City of Parker | b. POINT OF CONTACT NAME Melissa Correia | c. POINT OF CONTACT TELEPHONE NUMBER (850) 871-4949 |
|------------------------------------|---------------------------------------------|--------------------------------------------------------|

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The City conducted a major update to the Comprehensive Plan. The update included policy development to address issues of economic development, neighborhood stabilization, flood resiliency and main street revitalization. The update included text amendments, forecasting, a new map series and several new policy initiatives.

As a follow up to the Comprehensive Plan, the work included reviewing applications for site improvements as well as providing general planning assistance to the City for all development activity and some post Hurricane Michael redevelopment activity.

The services provided were:

- Major Comprehensive Plan update;
- Current planning reviews and review process updates; and
- Recommendations for Land Development Regulations updates.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|-------------------------------------------------|---------------------------------------------------------------------|-------------------|
| a. | (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Durham, North Carolina | (3) ROLE Prime |
| b. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER 10 |
| 21. TITLE AND LOCATION <i>(City and State)</i> USDOT BUILD Grant Application | 22. YEAR COMPLETED PROFESSIONAL SERVICES 2019 CONSTRUCTION <i>(If applicable)</i> | |

23. PROJECT OWNER'S INFORMATION

| | | |
|----------------------------------------|----------------------------------------|--------------------------------------------------------|
| a. PROJECT OWNER City of Greenville | b. POINT OF CONTACT NAME Lisa Kirby | c. POINT OF CONTACT TELEPHONE NUMBER (252) 329-4476 |
|----------------------------------------|----------------------------------------|--------------------------------------------------------|

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The Transportation Access, Safety, and Connectivity Investment Project (TASC) is a strategic investment that will transform safety and connectivity in Greenville's urban core, linking residents, employees, students, and visitors to centers of education, employment, innovation, entrepreneurship, culture, entertainment and recreation. The TASC project includes key vehicular and non-vehicular investments that complete a long-planned but only partially constructed network of multi-modal infrastructure that serve the City's Uptown, Medical District, West Greenville neighborhood and East Carolina University. Facilities included roundabouts, sidewalks, bicycle lanes and multi-use trails. PSG completed a USDOT Better Utilizing Investments to Leverage Development (BUILD) grant application in 2019, which was a major update to the prior year application. The work included writing the narrative, creating project graphics and completing the benefit cost analysis.

Additional work under this contract includes:

- Grant writing for the USDOT BUILD program;
- Benefit cost analysis; and
- This project led to an award of \$15 million from the USDOT.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|----|-------------------------------------------------|---------------------------------------------------------------------|-------------------|
| a. | (1) FIRM NAME Pritchett Steinbeck Group Inc. | (2) FIRM LOCATION <i>(City and State)</i> Durham, North Carolina | (3) ROLE Prime |
| b. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

| 26. NAMES OF KEY PERSONNEL (From Section E, Block 12) | 27. ROLE IN THIS CONTRACT (From Section E, Block 13) | 28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.) | | | | | | | | | |
|----------------------------------------------------------|---------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|---|---|---|---|---|---|----|
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Alan Steinbeck AICP | Sr. Planner/Project Manager | X | X | X | X | X | X | X | X | X | X |
| Katie Habgood AICP | Sr. Planner/Dep. Proj. Mgr. | | X | X | | | | | | | |
| Tim Whaler AICP | Senior Planner | | X | | | | | | | X | |
| Mary Weber | Sr. GIS Analyst/ Sr. Planner | | X | | | | | | | | |
| Jeremy Goldstein | Senior Analyst | X | X | | X | X | X | X | X | X | X |
| Cynthia Grizzle PWS, CFM | Senior Environmental Scientist | | | X | X | | | | | | |
| Martha Gruber | Senior Environmental Specialist | | | X | | | | | | | |
| Raina Cumby ENV SP | Env. Specialist/ GIS Analyst | X | X | X | X | | X | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

29. EXAMPLE PROJECTS KEY

| NUMBER | TITLE OF EXAMPLE PROJECT (From Section F) | NUMBER | TITLE OF EXAMPLE PROJECT (From Section F) |
|--------|---------------------------------------------|--------|-----------------------------------------------------|
| 1 | Comp. Plan, Code Devel. & On-Call Planning | 6 | Economic Analysis and Forecasting |
| 2 | Mobility Plan and Mobility Fee Report | 7 | Winter Park Dr. Complete Street Study Eco. Analysis |
| 3 | On-Call Planning Services-Pasco County | 8 | NCDOT Strategies to Support Affordable Housing |
| 4 | On-Call Planning Services-City of Brevard | 9 | Comp. Plan Update & On-Call Planning-City of Parker |
| 5 | Creedmoor Forward Strategic Plan Imp. Asst. | 10 | USDOT BUILD Grant Application |



Section 5

Management Approach/Project Control



PROJECT MANAGEMENT APPROACH

PSG's staff have been part of several on-call general planning services contracts and has developed an appropriate project management procedure. When a potential need is identified by the City's project manager, our project manager, Alan Steinbeck AICP, will assign the task to our staff that best fits the need. Together, the project manager and deputy project manager will prepare a draft scope, fee, and schedule for the City's review and approval. Then, they will work with the City to fine-tune a scope based on project needs, budget, and timeframe. Once the scope is finalized, the team will develop a project management plan to identify project milestones, establish a schedule for completion, and set up invoice templates, etc.

Once notice to proceed is granted, and the purchase or task work order is received, Alan will set up internal and external project kick-off meetings. The internal meeting will ensure that the staff assigned to the project understand the scope, schedule and budget. Understanding roles at the start will avoid duplication of efforts and conflict. It also improves accountability. The external kickoff meeting will introduce the City to the project team and provide an overview of the management plan. Communication between the City and PSG will lead to a successful project or task deliverable, and team meetings will be held as often as needed to keep the project assignment moving forward. Deliverables will be quality checked before submittal.

PROJECT UNDERSTANDING

In conducting planning work on behalf of the City, we will ensure the community's Comprehensive Plan policies, economic development goals and quality of life aims are included in the work. Our aim will be to assist the City in thinking strategically while ensuring services, infrastructure and benefits are equitably distributed within the community. Our project manager will implement a tailored made approach for each assigned task. The following outlines a general approach to the tasks identified in this advertisement. This outline can serve as the basis for a detailed scope of services.

LAND DEVELOPMENT REVIEW

For all current planning and development review assignments we will:

- Establish level of effort, duration of services and responsibilities for consultant team staff;
- Assign a lead reviewer and support reviewer to oversee general planning considerations;
- Assign a transportation planner to conduct impact analyses and perform other transportation-related review tasks;
- Hold a series of meetings to coordinate review procedures and communications protocols;
- Conduct a soft launch for a short period where we refine procedures and get familiar with the City's Code;
- Initiate a phase of work where we act as extension of staff, taking responsibility for review proceedings, staff recommendations and facilitating determinations and decisions that need to be made at the staff level and with elected officials; and
- Evaluate processes on a periodic basis to ensure we are consistently and objectively implementing City policy.

LONG RANGE PLANNING

For all planning assignments we will:

- Conduct a scoping meeting to identify the goals, area of analysis, stakeholders, process and desired outcomes for the assignment;
- Prepare a staffing plan and hours estimate for the project;
- Establish a schedule that includes deliverable milestones and public engagement activities;
- Conduct a staff kick off meeting for the project; and
- Generally, approach each project in several phases to include existing conditions, synthesis, draft recommendations, vetting and adoption.

ZONING ADMINISTRATION

To assist the City with zoning administration we will:

- Utilize the same development review team in the conduct of the work;
- Assist in creating an environment of consistent decision-making where staff reporting and data clearly outline the issues that need to be considered;
- Help applicants understand their development rights, processes for changes and appeals, and requirements for submittals;
- Represent the application and its issues to appointed and elected boards; and
- Work with the City on potential refinements to the zoning requirements as needed.

CUSTOMER SERVICE

We will help the City conduct customer service needs by:

- Assigning staff and office hours needed to supplement the City’s capacity to provide this service;
- Be on call on phone and email to take in and process inquiries;
- Track inquiries so that the team can see what types of calls have been coming in and what the status of follow up is; and
- Work across the consultant team staff and City staff to ensure we are giving reliable feedback that will assist potential applicants with their project development processes and development rights needs.

COMMUNICATION & TECHNICAL CAPABILITIES

PSG leverages available technology to improve communication with clients and stakeholders when in-person meetings are not an option. Pre-pandemic, PSG used virtual meeting platforms (e.g., Microsoft Teams, GoToMeeting, and ZOOM), to facilitate internal project communications and client communications. These tools have become a large part of the way most agencies conduct business and we have been utilizing them for years. We understand that our staff will need to be an extension of City of North Port staff and that means being available to attend in-person public meetings, per the contract scope.

We will closely coordinate with the City’s project manager to ensure any stakeholder communication meets City standards. PSG is fully prepared to assist the City by leading virtual meetings, providing PowerPoint presentations, preparing exhibits using GIS, and any other digital media needed. We have even used MentiMeter to create presentations with real-time feedback from participants. Good outreach programs start with early inclusion and end with trust, participation, and support.



STAFF AVAILABILITY AND LOCATION

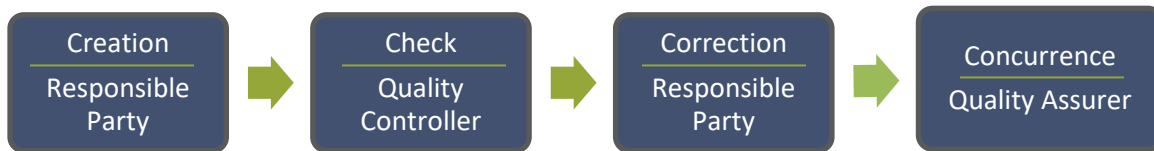
Our organizational chart includes three planners, two GIS analysts, and three scientists to perform the tasks outlined in this advertisement. Our staff is based out of two locations: the headquarters in Odessa, Florida or the branch office in Durham, North Carolina. Each staff reports directly to an officer of the company and reports to a single location. However, the firm offers flexible work options to allow staff to work wherever they can be most productive. The table below lists the location each of our staff reports to.

We have the appropriate depth of staff to provide the City of North Port with a reliable staff extension. The staff identified in the table below are qualified and available. This will ensure that no interruption of City services occur. When a task is assigned, available and appropriate staff will be assigned and the project manager, Alan Steinbeck, AICP, will lead each task from inception to completion.

| Team Member | Percent Availability | Hours Per Week Availability | Role | Primary Office Location |
|---------------------------|----------------------|-----------------------------|------------------------|-------------------------|
| Alan Steinbeck, AICP | 40% | 20 | Planning | Durham, NC |
| Katie Habgood, AICP | 50% | 30 | Planning | Odessa, FL |
| Tim Whaler, AICP | 40% | 20 | Planning | Odessa, FL |
| Mary Stallings Weber | 40% | 20 | GIS Analysis | Odessa, FL |
| Jeremy Goldstein | 60% | 35 | GIS Analysis | Durham, NC |
| Cynthia Grizzle, PWS, CFM | 20% | 10 | Environmental Analysis | Odessa, FL |
| Martha Gruber | 40% | 20 | Environmental Analysis | Durham, NC |
| Raina Cumby, ENV SP | 30% | 25 | Environmental Analysis | Odessa, FL |

QUALITY CONTROL & ASSURANCE

A firm’s credibility is directly linked to the quality of their deliverables. For that reason, PSG has developed a detailed Quality Control/Quality Assurance (QC/QA) Plan. QC ensures all deliverables are checked for accuracy, appearance, and clarity. QA is the process of verifying that the QC procedure has been completed according to the plan. When a task is assigned that requires a deliverable, a Responsible Party, Quality Controller, and Quality Assurer role will be assigned. The Responsible Party authors the document. The Quality Controller is a qualified professional that reviews the document for accuracy, appearance, and clarity. The Quality Assurer is a third-party, who is not part of the project. This person ensures that the QA/QC Plan was followed by the Responsible Party and Quality Controller. Time will be built into the project schedule to accommodate internal quality control and the City’s quality control on each deliverable.





Section 6

References

REFERENCES

| Contact Information | Description of Work | Year Completed | Total Cost of Project |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------------|
| City of Destin 4100 Indian Bayou Trail Destin, FL 32541 Louis Zunguze Community Development Director (850) 654-1119, Option 2 zunguze@cityofdestin.com | <ul style="list-style-type: none"> • GIS data management and mapping; • Safety data collection and assessment; • Assessment of quality of service for multimodal facilities; and • Editing and documentation support. | Ongoing contract. | \$35,000 |
| City of Casselberry 250 S. Orange Ave, Suite 120P Orlando, FL 32801 Kathryn Tellez Director of Marketing and Communication (321) 754-3302 k.tellez@fehrandpeers.com | <ul style="list-style-type: none"> • Forecast population and employment; • Market analysis demonstrating overall redevelopment potential; • Housing price valuation assessment; • Retail gap analysis; and • Assessment of walkable destinations. | Ongoing contract. | \$40,000 |
| Transurban USA 6440 General Green Way Alexandria, VA 22312 Manish Jain Principal - Model Development (571) 620-7906 mjain@transurban.com | <ul style="list-style-type: none"> • Socioeconomic data development and demand forecasting model; • Regional forecasting; • Submarket analysis of development trends and future growth; • Assessment of economic impact of major employment announcement; • Spatial analysis of land use, land suitability and development potential; and • Macroeconomics analysis of national and regional conditions. | 2019 | \$82,000 |
| NCDOT 1 S Wilmington St, Rm 547-A Raleigh, NC 27699 Blair Chambers Sr. Transportation Advisor (919) 764-1016 tbchambers@ndot.gov | <ul style="list-style-type: none"> • Facilitation of statewide Ad Hoc Working Group to develop recommendations; • Market analysis of rent and home value for housing across the state; and • Program development and policy recommendations for NCDOT internal processes and collaborations. | 2019 | \$27,945 |

| Contact Information | Description of Work | Year Completed | Total Cost of Project |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------------|
| <p>Town of Mills River 124 Town Center Dr Mills River, NC 38759 Daniel Cobb Town Manager (863) 519-2251 Daniel.cobb@millsriver.org</p> | <ul style="list-style-type: none"> • Market analysis of future demand for housing and commercial development; • Assessment of current land use policies, development rights and land capacity; • New future land use categories to guide policy updates to existing zoning districts; • Evaluation of the availability and capacity of public infrastructure to serve current and future demand; and • Implementation strategy including capital projects and financial plan. • Planner on call duties for zoning permits and development review; • Code of ordinance changes based on changes to state legislation (160D); and • Assistance with administering federal ARPA funding. | Ongoing contract. | \$103,000 |
| <p>City of Creedmoor 111 Masonic Street Creedmoor, NC 27522 Mike Frangos Community Development Director (919) 764-1016 mfrangos@cityofcreedmoor.org</p> | <ul style="list-style-type: none"> • City representative on expansion of City Hall and oversight of architectural and engineering team; • Feasibility assessment and implementation plan for adaptive reuse of school building as community hub; • Strategic planning update and prioritization of projects and initiatives; • Strategic positioning element based on market analysis, land suitability analysis, levels of service and opportunities and challenges; • Recommendations for development of new community center for indoor recreation and senior services; • Development concepts for parks and recreation facilities; • Level of service evaluation for new public safety facility; • Population forecast and housing demand analysis; • Recommendations for updates to zoning categories to support a broader mix of housing types; • Evaluation of parks and recreation projects; and • Stormwater management practices. | Ongoing contract. | \$40,000 |



Section 7
Litigation and Insurance

LITIGATION

Pritchett Steinbeck Group, Inc. has **NOT PRESENTLY NOR HAVE WE PREVIOUSLY BEEN INVOLVED IN ANY LITIGATION** in the last five years.

INSURANCE REQUIREMENTS

| | | |
|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
|  | <p>PRITST1 OP ID: NO</p> <p>CERTIFICATE OF LIABILITY INSURANCE</p> | <p>DATE (MM/DD/YYYY)</p> <p>02/26/2021</p> |
|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|---------------------------------------------------|

| <p>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.</p> | | | | | | | | | | | | | | | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------|--------|-----------------------------------------|-------|--------------------------------------------------|--|------------|--|------------|--|------------|--|------------|--|
| <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p> | | | | | | | | | | | | | | | | | |
| <p>PRODUCER WESTER INSURANCE AGENCY 1020 S. GARNETT STREET P.O. BOX 769 HENDERSON, NC 27536-769 W David Carver</p> | <p>252-438-8165</p> | <p>CONTACT NAME: W David Carver PHONE (A/C, No, Ext): 252-438-8165 FAX (A/C, No): 252-438-6640 E-MAIL ADDRESS: david@westerinsurance.com</p> | | | | | | | | | | | | | | | |
| <p>INSURED: Pritchett Steinbeck Group, Inc 9428 Roberts Rd Odessa, FL 33556</p> | | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: Hartford Insurance Co</td> <td>22357</td> </tr> <tr> <td>INSURER B: Beazley Insurance Company, Inc</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table> | | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A: Hartford Insurance Co | 22357 | INSURER B: Beazley Insurance Company, Inc | | INSURER C: | | INSURER D: | | INSURER E: | | INSURER F: | |
| INSURER(S) AFFORDING COVERAGE | NAIC # | | | | | | | | | | | | | | | | |
| INSURER A: Hartford Insurance Co | 22357 | | | | | | | | | | | | | | | | |
| INSURER B: Beazley Insurance Company, Inc | | | | | | | | | | | | | | | | | |
| INSURER C: | | | | | | | | | | | | | | | | | |
| INSURER D: | | | | | | | | | | | | | | | | | |
| INSURER E: | | | | | | | | | | | | | | | | | |
| INSURER F: | | | | | | | | | | | | | | | | | |

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-------------------------|
| COVERAGES | CERTIFICATE NUMBER: | REVISION NUMBER: |
| <p>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.</p> | | |

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | | | | | | | | | | | | | | |
|--------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|---------------|-------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|--------------|-------------------------------------------|--------------|------------------------------|--------------|--------------------------------|--------------|-------------------|--------------|------------------------|--------------|--|----|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER: | | X | 22SBMVW8695 | 02/21/2021 | 02/21/2022 | <table style="width: 100%; border-collapse: collapse;"> <tr><td>EACH OCCURRENCE</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>MED EXP (Any one person)</td><td style="text-align: right;">\$ 10,000</td></tr> <tr><td>PERSONAL & ADV INJURY</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>GENERAL AGGREGATE</td><td style="text-align: right;">\$ 2,000,000</td></tr> <tr><td>PRODUCTS - COM/POP AGG</td><td style="text-align: right;">\$ 2,000,000</td></tr> <tr><td></td><td style="text-align: right;">\$</td></tr> </table> | EACH OCCURRENCE | \$ 1,000,000 | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ 1,000,000 | MED EXP (Any one person) | \$ 10,000 | PERSONAL & ADV INJURY | \$ 1,000,000 | GENERAL AGGREGATE | \$ 2,000,000 | PRODUCTS - COM/POP AGG | \$ 2,000,000 | | \$ |
| EACH OCCURRENCE | \$ 1,000,000 | | | | | | | | | | | | | | | | | | | | |
| DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ 1,000,000 | | | | | | | | | | | | | | | | | | | | |
| MED EXP (Any one person) | \$ 10,000 | | | | | | | | | | | | | | | | | | | | |
| PERSONAL & ADV INJURY | \$ 1,000,000 | | | | | | | | | | | | | | | | | | | | |
| GENERAL AGGREGATE | \$ 2,000,000 | | | | | | | | | | | | | | | | | | | | |
| PRODUCTS - COM/POP AGG | \$ 2,000,000 | | | | | | | | | | | | | | | | | | | | |
| | \$ | | | | | | | | | | | | | | | | | | | | |
| A | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY | | | 22UECBI7546 | 02/21/2021 | 02/21/2022 | <table style="width: 100%; border-collapse: collapse;"> <tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>BODILY INJURY (Per person)</td><td style="text-align: right;">\$</td></tr> <tr><td>BODILY INJURY (Per accident)</td><td style="text-align: right;">\$</td></tr> <tr><td>PROPERTY DAMAGE (Per accident)</td><td style="text-align: right;">\$</td></tr> <tr><td></td><td style="text-align: right;">\$</td></tr> </table> | COMBINED SINGLE LIMIT (Ea accident) | \$ 1,000,000 | BODILY INJURY (Per person) | \$ | BODILY INJURY (Per accident) | \$ | PROPERTY DAMAGE (Per accident) | \$ | | \$ | | | | |
| COMBINED SINGLE LIMIT (Ea accident) | \$ 1,000,000 | | | | | | | | | | | | | | | | | | | | |
| BODILY INJURY (Per person) | \$ | | | | | | | | | | | | | | | | | | | | |
| BODILY INJURY (Per accident) | \$ | | | | | | | | | | | | | | | | | | | | |
| PROPERTY DAMAGE (Per accident) | \$ | | | | | | | | | | | | | | | | | | | | |
| | \$ | | | | | | | | | | | | | | | | | | | | |
| A | <input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ | | | 22SBMVW8695 | 02/21/2021 | 02/21/2022 | <table style="width: 100%; border-collapse: collapse;"> <tr><td>EACH OCCURRENCE</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>AGGREGATE</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td></td><td style="text-align: right;">\$</td></tr> </table> | EACH OCCURRENCE | \$ 1,000,000 | AGGREGATE | \$ 1,000,000 | | \$ | | | | | | | | |
| EACH OCCURRENCE | \$ 1,000,000 | | | | | | | | | | | | | | | | | | | | |
| AGGREGATE | \$ 1,000,000 | | | | | | | | | | | | | | | | | | | | |
| | \$ | | | | | | | | | | | | | | | | | | | | |
| A | <input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in FL) Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below | | | 22WBCAB2M95 | 02/21/2021 | 02/21/2022 | <table style="width: 100%; border-collapse: collapse;"> <tr><td><input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER</td><td style="text-align: right;">\$</td></tr> <tr><td>E.L. EACH ACCIDENT</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>E.L. DISEASE - EA EMPLOYEE</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>E.L. DISEASE - POLICY LIMIT</td><td style="text-align: right;">\$ 1,000,000</td></tr> </table> | <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 | | | | | | |
| <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 | | | | | | | | | | | | | | | | | | | | |
| B | <input type="checkbox"/> Professional Liabi | | | V2A6A7200101 | 02/21/2021 | 02/21/2022 | <table style="width: 100%; border-collapse: collapse;"> <tr><td>Per Claim</td><td style="text-align: right;">\$ 2,000,000</td></tr> <tr><td>Aggregate</td><td style="text-align: right;">\$ 2,000,000</td></tr> </table> | Per Claim | \$ 2,000,000 | Aggregate | \$ 2,000,000 | | | | | | | | | | |
| Per Claim | \$ 2,000,000 | | | | | | | | | | | | | | | | | | | | |
| Aggregate | \$ 2,000,000 | | | | | | | | | | | | | | | | | | | | |

| |
|---------------------------------------------------------------------------------------------------------------------------------------------|
| <p>DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------|

| | |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CERTIFICATE HOLDER | CANCELLATION |
| | <p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> |
| | <p>AUTHORIZED REPRESENTATIVE</p> <p style="text-align: center;"><i>W. David Carver</i></p> |



Section 8
Additional Information



PROFESSIONAL SPORTS GROUP

OUR CLIENTS

Serving cities is our niche. Most of our contracts are with cities or local agencies. Within the last three years, we have obtained contracts with eight cities: Destin, Mills River, Greenville, Creedmoor, Durham, Madeira Beach, and the City of Tampa.

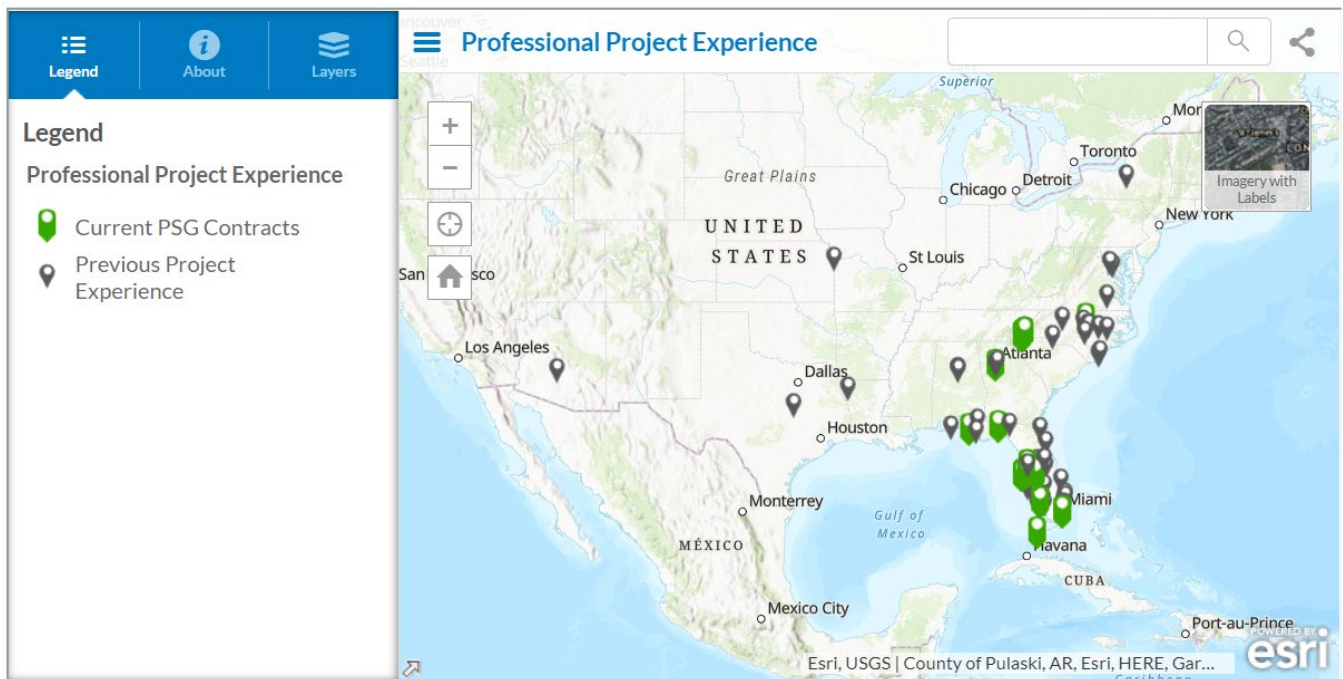
We understand the challenges faced by cities because we have worked with so many across a large geographical area. Within Florida, our staff has completed projects for these cities and counties.

City of Tarpon Springs
City of Seminole
City of Indian Rocks Beach
City of Sarasota
City of Bradenton
City of Bradenton Beach

City of Lakeland
City of Winter Haven
City of Orlando
City of St. Cloud
City of Panama
City of Parker

Pinellas County
Hillsborough County
Sarasota County
Hillsborough County A.A.
City Madison County

Please visit our company website, <https://www.psgplans.com/experience>, to view this interactive map that depicts where and for whom we have worked. It also gives a sense of variety of our clients, from small cities to local agencies to large, international agencies like Transurban USA. No matter how large or small our client, our commitment is the same.



H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.


Serving cities is our niche. Most of our contracts are with cities or local agencies. Within the last three years, we have obtained contracts with eight cities: Destin, Mills River, Greenville, Creedmoor, Durham, Madeira Beach, and the City of Tampa.


We understand the challenges faced by cities because we have worked with so many across a large geographical area. Within Florida, our staff has completed projects for these cities and counties.

| | | |
|-----------------------------------|-----------------------------|---------------------------------|
| <i>City of Tarpon Springs</i> | <i>City of Lakeland</i> | <i>Pinellas County</i> |
| <i>City of Seminole</i> | <i>City of Winter Haven</i> | <i>Hillsborough County</i> |
| <i>City of Indian Rocks Beach</i> | <i>City of Orlando</i> | <i>Sarasota County</i> |
| <i>City of Sarasota</i> | <i>City of St. Cloud</i> | <i>Hillsborough County A.A.</i> |
| <i>City of Bradenton</i> | <i>City of Panama</i> | <i>City Madison County</i> |
| <i>City of Bradenton Beach</i> | <i>City of Parker</i> | |

Please visit our company website, <https://www.psgplans.com/experience>, to view this interactive map that depicts where and for whom we have worked. It also gives a sense of variety of our clients, from small cities to local agencies to large, international agencies like Transurban USA. No matter how large or small our client, our commitment is the same.

I. **AUTHORIZED REPRESENTATIVE**
The foregoing is a statement of facts.

| | |
|------------------------------------------------------------------------------------------------------|----------------------|
| 31. SIGNATURE  | 32. DATE 2/9/2022 |
| 33. NAME AND TITLE Cynthia Grizzle, President | |



Section 9
Submission Requirements and
Required Submittal Forms



PLANNING
SOLUTIONS
GROUP

REQUIRED SUBMITTAL FORMS: CITY REQUIRED SUBMITTAL FORMS/CHECKLIST

READ/EXECUTED & INCLUDED

- Proposal Submittal Signature Form
- Statement of Organization
- References
- Drug-Free Workplace (If Applicable)
- Public Entity Crime Information
- Non-Collusive Affidavit
- Lobbying
- Certification Conflict of Interest Form
- Disclosure Form
- (Consultant/Engineer/Architect)Scrutinized
- Business Certification Form
- E-Verify Form

State Registration Requirements (<http://www.sunbiz.org/search.html>)

- Copy of Registration, Attached
 - State required license for Prime Firm Only (Not sub-consultants)
 - 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.
 YES NO Sample Insurance Certificate is included with the submittal
 - MBE/WBE/VBE:** If claiming Minority Business Enterprise/Women Business Enterprise/Veterans Business Enterprise, the Prime Firm (not sub-consultant) **shall be** certified as a Minority Business Enterprise by the State of Florida, Department of

Management Services, Office of Supplier Diversity pursuant to Section 287.0943, Florida Statutes.

- YES, CLAIMING MBE/WBE/VBE STATUS AS PRIME ONLY
- YES, I'VE ATTACHED THE CERTIFICATE OF MBE/WBE/VBE STATUS FROM THE STATE OF FLORIDA AS OUTLINED SECTION
- 12. NOT CLAIMING MBE/WBE/VBE

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH YOUR PROPOSAL

B. REQUIRED SUBMITTAL FORMS: City Required Submittal Forms/Checklist

READ/EXECUTED & INCLUDED

- Proposal Submittal Signature Form
- Statement of Organization
- References
- Drug-Free Workplace (If Applicable)
- Public Entity Crime Information
- Non-Collusive Affidavit
- Lobbying Certification
- Conflict of Interest Form
- Disclosure Form (Consultant/Engineer/Architect)
- Scrutinized Business Certification Form
- E-Verify Form

State Registration Requirements (<http://www.sunbiz.org/search.html>)

Copy of Registration, Attached

State required license for Prime Firm Only (Not sub-consultants)

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.

YES NO Sample Insurance Certificate is included with the submittal

MBE/WBE/VBE: If claiming Minority Business Enterprise/Women Business Enterprise/Veterans Business Enterprise, the Prime Firm (not sub-consultant) **shall be** certified as a Minority Business Enterprise by the State of Florida, Department of Management Services, Office of Supplier Diversity pursuant to Section 287.0943, Florida Statutes.

YES, CLAIMING MBE/WBE/VBE STATUS AS PRIME ONLY

YES, I'VE ATTACHED THE CERTIFICATE OF MBE/WBE/VBE STATUS FROM THE STATE OF FLORIDA AS OUTLINED SECTION 12.

NOT CLAIMING MBE/WBE/VBE

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH YOUR PROPOSAL

PROPOSAL SUBMITTAL SIGNATURE FORM

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per Agreement, if the firm is awarded the Agreement by the City.

The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

As addenda are considered binding as if contained in the original specifications, it is critical that the firm acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. 1 Dated 1/26/22 Addendum No. _____ Dated _____
Addendum No. 2 Dated 2/2/22 Addendum No. _____ Dated _____
Addendum No. 3 Dated 2/8/22 Addendum No. _____ Dated _____

Company Name Pritchett Steinbeck Group Inc.

813-215-1273 Cynthia@psgplans.com

Telephone # **E-Mail** **Fax #**

9428 Roberts Road,

Main Office Address

Odessa FL 33556

City **State** **Zip Code**

Address of Office Servicing City of North Port, if different than above: **SAME AS ABOVE**

Office Address

City **State** **Zip Code**

Telephone # **E-mail** **Fax #**

Cynthia Grizzle, President

Name & Title of Firm Representative

Cynthia Grizzle
Signature

2/4/2022
Date

Do you accept Visa? YES NO

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

STATEMENT OF ORGANIZATION
(Information Sheet for Transactions and Conveyances Corporation Identification)

The following information will be provided to the City of North Port for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, and capitalization is exactly as registered with the state or federal government. Pritchett Steinbeck Group Inc.

Name of Respondent: _____

DBA (if any): _____

Type of Entity (Sole Proprietor, Corporation, LLC, LLP, Partnership, etc): Corporation

Business Address: 9428 Roberts Road, Odessa, FL 33556

Phone: 813-215-1273 **Fax:** _____

E-Mail: Cynthia@psgplans.com

Federal Identification Number: 82-4173330

State of Florida Department of State Certificate of Authority Document No.: FL

Respondent shall submit proof that it is authorized to do business in the State of Florida unless registration is not required by law.

(Please Check One)

Is this a Florida Corporation: Yes or No

If not a Florida Corporation,

In what state was it created: _____

Name as spelled in that State: _____

What kind of corporation is it: "For Profit" or "Not for Profit"

Is it in good standing: Yes or No

Authorized to transact business in Florida: Yes or No

Does it use a registered fictitious name: Yes or No

Names of Officers:

President: Cynthia Grizzle **Secretary:** _____

Vice President: Alan Steinbeck **Treasurer:** _____

Director: _____ **Director:** _____

Other: _____ **Other:** _____

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

Name of Corporation (As used in Florida): Pritchett Steinbeck Group Inc.

(Spelled exactly as it is registered with the state or federal government)

Corporate Address:

Post Office Box: _____

City, State Zip: _____

Street Address: 9428 Roberts Road

City, State, Zip: Odessa, FL 33556

Pritchett Steinbeck Group Inc.
BUSINESS NAME: _____

NAME AND TITLE (PERSON AUTHORIZED TO BIND THE COMPANY): Cynthia Grizzle, President

SIGNATURE: Cynthia Grizzle **DATE:** 2/4/2022

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

REFERENCES/CLIENT LISTING

The firm shall provide at least five (5) business related references for which they are currently providing or have provided experience in similar scope and size as this RFP within the last five (5) years.

1. Business/Customer Name: City of Destin (Florida)

Name of Contact Person/Title: Louis Zunguze
(850) 654-1119

Telephone# Option 2 Fax _____ E-mail zunguze@cityofdestin.com

Address 4100 Indian Bayou Trail, Destin, FL 32541

Phone Number (850) 654-1119 option 2 Discipline: Land development Review and Long Range Planning

Duration of Contract or business relationship This contract is ongoing.

GIS data management; Data collection; Assessment of multimodal facilities; and
Type of Services Provided Technical writing support.

2. Business/Customer Name: City of Casselberry (Florida)

Name of Contact Person/Title: Kathryn Tellez

Telephone# (321) 754-9902 Fax _____ E-mail k.tellez@fehrandpeers.com

Address 250 South Orange Avenue, Suite 120P, Orlando, FL 32801

Phone Number (321) 754-9902 Discipline: Land Development Review

Duration of Contract or business relationship This contract is ongoing.

Type of Services Provided Land use and economic analysis.

3. Business/Customer Name: Transurban USA

Name of Contact Person/Title: Manish Jain

Telephone# (571) 620-7906 Fax _____ E-mail mjain@transurban.com

Address 6440 General Green Way, Alexandria, VA 22312

Phone Number (571) 620-7906 Discipline: Land Development Review

Duration of Contract or business relationship This contract ended in 2020.

Macroeconomic analysis; Spatial analysis;
Type of Services Provided Regional forecasting; and Socioeconomic data.

BUSINESS NAME: Pritchett Steinbeck Group

NAME AND TITLE (PERSON AUTHORIZED TO BIND THE COMPANY): Alan Steinbeck, Vice President

Signature:  _____

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

REFERENCES/CLIENT LISTING

The firm shall provide at least five (5) business related references for which they are currently providing or have provided experience in similar scope and size as this RFP within the last five (5) years.

1. Business/Customer Name: Town of Mills River (North Carolina)

Name of Contact Person/Title: Daniel Cobb

Telephone# (863) 519-2251 Fax _____ E-mail daniel.cobb@millsriver.org

Address 124 Town Center Dr, Mills River, NC 28759

Phone Number (863) 519-2251 Discipline: Land Development Review

Duration of Contract or business relationship Ongoing

Type of Services Provided Comprehensive Plan update; Planner on-call for zoning permits and development review; future land use policy updates; and watershed protection.

2. Business/Customer Name: City of Creedmoor

Name of Contact Person/Title: Mike Frangos

Telephone# (919) 764-1016 Fax _____ E-mail mfrangos@cityofcreedmoor.org

Address 111 Masonic Street, Creedmoor, NC 27522

Phone Number (919) 764-1016 Discipline: Land Development Review

Duration of Contract or business relationship Ongoing

Type of Services Provided Land suitability analysis; economic analysis; Population forecasting; and Feasibility assesment.

3. Business/Customer Name: North Carolina Depart of Transportation

Name of Contact Person/Title: Blair Chambers

Telephone# (919) 707-4693 Fax _____ E-mail tbchambers@ncdot.gov

Address 1 S Wilmington Street, Room 547-A, Raleigh, NC 27699

Phone Number (919) 707-4693 Land Development Review and Long Range Planning

Duration of Contract or business relationship This contract ended in 2021.

Type of Services Provided Comprehensive Plan updates; Planning review and review process; and Land Development Regulations updates.

BUSINESS NAME: Pritchett Steinbeck Group

NAME AND TITLE (PERSON AUTHORIZED TO BIND THE COMPANY): Alan Steinbeck, Vice President

Signature: 

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

DRUG FREE WORKPLACE FORM

The undersigned Consultant in accordance with Florida Statute 287.087 hereby certifies that
Pritchett Steinbeck Group Inc. does:
(Company Name)

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

Check one:

- As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.
- As the person authorized to sign this statement, this firm **does not** comply fully with the above requirements.

Cynthia Grizzle
Offeror's Signature

2/4/22
Date

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

PUBLIC ENTITY CRIME INFORMATION

As provided by F.S. §287.133, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a Contractor, Supplier, Subcontractor, or Consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

I, Cynthia Grizzle, being an authorized representative of the Respondent, Pritchett Steinbeck Group Inc., located at 9428 Roberts Road

City: Odessa State: FL Zip Code: 33556, have read and understand the contents above. I further certify that Respondent is not disqualified from replying to this solicitation because of F.S. §287.133.

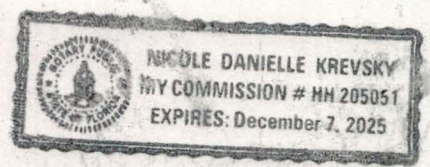
Signature: *Cynthia Grizzle* Date: 2-4-22
Telephone #: 813-215-1273 Fax #: _____
Federal ID #: 82-4173330

STATE OF FL
COUNTY OF Hillsborough

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 4 day of 02, 2022 by Cynthia Grizzle
February

Nicole Danielle Krevsky
Notary Public - State of Florida

____ Personally Known OR Produced Identification
Type of Identification Produced FL driver's license



THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

NON-COLLUSIVE AFFIDAVIT

Before me, the undersigned authority, personally appeared:

Cynthia Grizzle who, being first duly sworn, deposes and says that:

1. He/She is the President (Owner, Partner, Officer, Representative or Agent) of Pritchett Steinbeck Group Inc., the Respondent that has submitted the attached reply;
2. He/She is fully informed respecting the preparation and contents of the attached reply and of all pertinent circumstances respecting such reply;
3. Such reply is genuine and is not a collusive or sham reply;
4. Neither the said Respondent nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other respondent, firm, or person to submit a collusive or sham reply in connection with the work for which the attached reply has been submitted; or have in any manner, directly or indirectly sought by agreement or collusion, or communication or conference with any respondent, firm, or person to fix the price or prices in the attached reply or of any other respondent, or to fix any overhead, profit, or cost elements of the reply price or the reply price of any other respondent, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the reply work.

Signed, sealed and delivered this fourth day of February, 2022.

By: Cynthia Grizzle
Cynthia Grizzle
(Printed Name)
President
(Title)

STATE OF FL
COUNTY OF Hillsborough

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 3.4 day of 02, 2022, by Cynthia Grizzle
February

Melanie Danielle Krevsky
Notary Public - State of Florida

Y Personally Known OR Y Produced Identification
Type of Identification Produced FL driver's license



THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

LOBBYING CERTIFICATION

"The undersigned hereby certifies, to the best of his or her knowledge and belief, that":

STATE OF Florida

COUNTY OF Hillsborough

This second day February of 2022

Cynthia Grizzle, being first duly sworn, deposes and says that he or she is the authorized representative of Pritchett Steinbeck Group Inc. (Name of the contractor, firm or individual), and that the vendor and any of its agents agree to have no contact or communication with, or discuss any matter related in any way to any active City of North Port solicitation, with any City of North Port elected officials, officers, their appointees or their agents or any other staff or outside individuals working with the city in respect to this request other than the designated Procurement Official Contact and to abide by the restrictions outlined in the General Terms and Conditions of the Solicitation. Technical questions directed to the project manager, is prohibited. These persons shall not be lobbied, either individually or collectively, regarding any questions for bid, proposal, qualification and/or any other solicitations released by the city. To do so is grounds for immediate disqualification from the selection process. The selection process is not considered final until such a time as the Commission has made a final and conclusive determination.

(a) No City appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence either directly or indirectly an officer or employee of the City, City Commission in connection with the awarding of any City Contract.

(b) If any funds other than City appropriated funds have been paid or will be paid to any person for influencing or attempting to influence a member of City Commission or an officer or employee of the City in connection with this contract, the undersigned shall complete and submit Standard Form-L "Disclosure Form to Report Lobbying", in accordance with its instructions.

Signed, sealed and delivered this fourth day of February, 2022.

By: _____

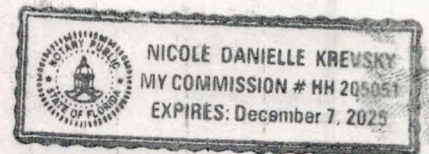
Cynthia Grizzle
(Printed Name)
President

STATE OF Florida
COUNTY OF Hillsborough

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 4 day of 02, 2022, by Cynthia Grizzle
February

Nicole Danielle Krevsky
Notary Public - State of Florida

____ Personally Known OR Produced Identification
Type of Identification Produced FL driver's license



THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

CONFLICT OF INTEREST FORM

F.S. §112.313 places limitations on public officers (including advisory board members) and employees' ability to contract with the City either directly or indirectly. Therefore, please indicate if the following applies:

PART I.

- I am an employee, public officer or advisory board member of the City
_____ (List Position Or Board)
- I am the spouse or child of an employee, public officer or advisory board member of the City
Name: _____
- An employee, public officer or advisory board member of the City, or their spouse or child, is an officer, partner, director, or proprietor of Respondent or has a material interest in Respondent. "Material interest" means direct or indirect ownership of more than 5 percent of the total assets or capital stock of any business entity. For the purposes of [§112.313], indirect ownership does not include ownership by a spouse or minor child.
Name: _____
- Respondent employs or contracts with an employee, public officer or advisory board member of the City
Name: _____
- None Of The Above

PART II:

Are you going to request an advisory board member waiver?

- I will request an advisory board member waiver under §112.313(12)
- I will NOT request an advisory board member waiver under §112.313(12)
- N/A

The City shall review any relationships which may be prohibited under the Florida Ethics Code and will disqualify any vendors whose conflicts are not waived or exempt.

BUSINESS NAME: Pritchett Steinbeck Group Inc _____

NAME AND TITLE (PERSON AUTHORIZED TO BIND THE COMPANY): Cynthia Grizzle, President _____

SIGNATURE: Cynthia Grizzle **DATE:** 2/4/2022 _____

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

THIS PAGE MUST BE COMPLETED AND SUBMITTED

The undersigned Vendor/Consultant/Contractor (Vendor), certifies the following:

- Vendor is a person or entity that has entered into or is attempting to enter into a contract with the City of North Port (City) to provide labor, supplies, or services to the City in exchange for salary, wages or other remuneration.
- Vendor has registered with and will use the E-Verify System of the United States Department of Homeland Security to verify the employment eligibility of:
 - All persons newly hired by the Vendor to perform employment duties within Florida during the term of the contract; and
 - All persons, including sub-contractors, sub-vendors or sub-consultants, assigned by the Vendor to perform work pursuant to the contract with the City.
- If the Vendor becomes the successful Contractor who enters into a contract with the City, then the Vendor will comply with the requirements of Section 448.095, Fla. Stat. "Employment Eligibility", as amended from time to time.
- Vendor will obtain an affidavit from all subcontractors attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien as defined in 8 United States Code, Section 1324A(H)(3).
- Vendor will maintain the original affidavit of all subcontractors for the duration of the contract.
- Vendor affirms that failure to comply with the state law requirements can result in the City's termination of the contract and other penalties as provided by law.
- Vendor understands that pursuant to Florida Statutes, section 448.095, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the Vendor named in this certification to civil penalties, attorney's fees and costs.

VENDOR: Pritchett Steinbeck Group Inc
 (Vendor's Company Name)

Certified By: Cynthia Grizzle
 AUTHORIZED REPRESENTATIVE SIGNATURE

Print Name and Title: Cynthia Grizzle, President

Date Certified: 2/4/22

VENDOR'S CERTIFICATION FOR E-VERIFY SYSTEM

DISCLOSURE FORM

FOR

CONSULTANT/ENGINEER/ARCHITECT

Please select (only) one of the following three options:

Our firm has no actual, potential, or reasonably perceived, **financial*** or **other interest**** in the outcome of the project.

Our firm has a potential or reasonably perceived **financial*** or **other interest**** in the outcome of the project as described here: _____.

Our firm proposes to mitigate the potential or perceived conflict according to the following plan:
_____.

Our firm has an actual **financial*** or **other interest**** in the outcome of the project as described here:
_____.

***What does "financial interest" mean?**

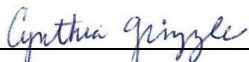
If your firm, or employee of your firm working on the project (or a member of the employee's household), will/may be perceived to receive or lose private income depending on the government business choices based on your firm's findings and recommendations, this must be listed as a financial interest. An example would be ownership in physical assets affected by the government business choices related to this project. The possibility of contracting for further consulting services is not included in this definition and is not prohibited.

****What does "other interest" mean?**

If your firm, or employee of your firm working on the project (or a member of the employee's household), will/may be perceived to have political, legal or any other interests that will affect what goes into your firm's findings and recommendations, or will be/may be perceived to be affected by the government business choices related to this project, this must be listed as another interest.

BUSINESS NAME: Pritchett Steinbeck Group Inc. _____

NAME AND TITLE (PERSON AUTHORIZED TO BIND THE COMPANY): Cynthia Grizzle, President _____

SIGNATURE:  _____ **DATE:** 2/4/2022 _____

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

Scrutinized Company Certification Form

| | | | | | | | |
|-------------------------------------------|--------------------------------|----------------|----------------------|--------|----|------|-------|
| Company Name: | Pritchett Steinbeck Group Inc. | | | | | | |
| Authorized Representative Name and Title: | Cynthia Grizzle, President | | | | | | |
| Address: | 9428 Roberts Road | City: | Odessa | State: | FL | ZIP: | 33556 |
| Phone Number: | 813-215-1273 | Email Address: | Cynthia@psgplans.com | | | | |

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Florida Statutes, section 215.4725, or is engaged in a boycott of Israel.

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of \$1 million or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Florida Statutes, section 215.473, or with companies engaged in business operations in Cuba or Syria.

CHOOSE ONE OF THE FOLLOWING

- This bid, proposal, contract or contract renewal is for goods or services of less than \$1 million. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes, section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel.
- This bid, proposal, contract or contract renewal is for goods or services of \$1 million or more. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes, section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel, 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 it does not have business operations in Cuba or Syria.

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| I understand that pursuant to Florida Statutes, section 287.135, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the above-named company to civil penalties, attorney's fees and costs. | |
| Certified By: | <u>Cynthia Grizzle</u> AUTHORIZED REPRESENTATIVE SIGNATURE |
| Print Name and Title: | <u>Cynthia Grizzle, President</u> |
| Date Certified: | <u>2/4/22</u> |

Solicitation/Contract/PO Number (Completed by Purchasing): 2022-13

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

END OF PART IV



Pritchett Steinbeck Group Inc.
9428 Roberts Road
Odessa, FL 33556