



Open the Outdoors



RFP NO. 2022-13

## GENERAL PLANNING SERVICES

DIGITAL COPY • STATEMENT OF QUALIFICATIONS • FEBRUARY 14, 2022

PREPARED FOR:  
CITY OF NORTH PORT

SUBMITTED BY:

RVi Planning + Landscape Architecture  
551 North Cattlemen Road • Suite 304  
Sarasota, FL 34232  
941.379.8400

Alexis Crespo, AICP, LEED AP  
acrespo@rviplanning.com  
239.908.3405

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*Per the RFP, the Title Page, Table of Contents, City Required Forms, 330 Forms and tabs do not count towards the TOTAL NUMBER OF PAGES.*

TAB 1

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# TRANSMITTAL LETTER

City of North Port  
ATTN: Finance Department / Purchasing Division  
4970 City Hall Boulevard, Suite 337  
North Port, FL 34286



February 14, 2022

Dear Members of the Selection Committee:

On behalf of **RVI Planning + Landscape Architecture**, and our team of national and local experts, we are pleased to submit this Statement of Qualifications for General Planning Services (RFP NO.2022-13) for the City of North Port.

RVI is a national team of planners, urban designers and landscape architects with five (5) offices across Florida, along with national offices in Texas, Arizona and North Carolina. With 40 years of firm experience, our interdisciplinary team has provided municipalities across the nation with comprehensive planning and design services that have spanned a broad range of project scales, scopes and complexities, for private, public and institutional clients.

RVI's Sarasota office will manage all future projects that could come out of this contract, and the team will be lead by Alexis Crespo, AICP, LEED AP, and Vice President of Planning at RVI. Alexis has 16 years of experience in planning and land use policy, and will provide her extensive knowledge in policy planning, rezoning, comprehensive planning and annexations to the City of North Port. Our staff have held continuing service planning contracts with six (6) different municipalities across Florida, demonstrating the depth of staff and expertise to assist the City in a variety of planning capacities.

This response also addresses a recent merger of our firm and another. In September 2021, our parent-company Atwell Group completed a merger with Bonita Springs-based Waldrop Engineering. All of Waldrop's offices in the state as well as all of its talented staff have been retained, with its planners and landscape architects now operating under RVI Planning + Landscape Architecture, and its civil engineers under Atwell.

#### **UNMATCHED MUNICIPAL PLANNING EXPERTISE**

Alexis Crespo, AICP, LEED AP (Project Principal) and Rhea Lopes (Client Manager) will directly lead services on City projects out of our Sarasota office. Both have successfully assisted numerous local governments with complex Land Development Code Updates, Comprehensive Plan rewrites and similar planning projects requiring broad-based community engagement. Rhea knows the City of North Port's needs well, having worked directly for the City as a Planner over the past two years. Our company also serves as the consulting Planning Department for the City of LaBelle, providing all municipal planning services, such as application/permit review, staff report presentation, and Planner On-Call duties.

This team, combined with the extensive resources of our five offices across Florida, give us the creative and technical depth necessary to successfully execute a wide range of projects for the City.

#### **WE LISTEN**

We understand the importance of listening, to our clients and their constituents. Our planning and design approach is predicated on strong community engagement to help ensure successful outcomes and mitigate opposition at the public hearing stage of the planning process. Successful projects don't just happen, they're the result of learning the needs of the client and community and responding with well-crafted solutions grounded in years of experience. We ensure that all voices are heard in a productive and respectful manner, and seamlessly fold the results into a design that is well-received and well-utilized by the community.

RVI utilizes multiple forms of communication, including dynamic presentations, photographic examples, computer-generated and hand-drawn illustrations, and collaborative exercises to allow residents to play a role in envisioning future investments by the City in public space.

*[ Letter continues on following page. ]*

[ We acknowledge receipt of Addendum No. 1 dated January 26, 2022, Addendum No. 2 dated February 2, 2022 and Addendum No. 3 dated February 8, 2022. ]

acrespo@rviplanning.com

941.379.8400

Sarasota, FL 34232

551 North Cattleman Road, Suite 304

Vice President of Planning

Alexis Crespo, AICP, LEED AP

Sincerely,

We invite you to read our enclosed Statement of Qualifications, which illustrates our extensive experience in planning projects, expertise in facilitating the public input process and our passion for our work. We look forward to working closely with City staff and consultants in other disciplines to lead the visioning, design and implementation of the City's new public assets in the coming years.

Our specialized planning experience has resulted in a deep understanding of creative and cost-effective solutions based on the most current trends, techniques and sustainable design guidelines. We bring valuable insight on what works and what doesn't work in the long term, as well as experience with prioritization of projects and developing capital improvement plans and budgets.

While RVI is still relatively new to the Florida market, our union with Waldrop Engineering and recently combined staff are not. We value our relationships with the local governments and understand how to collaborate with both internal and external stakeholders to create successful projects.

We pay careful attention to areas that are often overlooked by other firms, such as consensus-building throughout the project and understanding how the project fits in with the broader community. We're confident in our ability to cover every element of a Scope of Services that could arise for planning, landscape architecture, urban design, civil engineering and more related to general planning service efforts with the City.

When you truly enjoy your work, it shows. RVI is passionate about community and urban design, and we pride ourselves on creating exceptional places that are successful and loved by the people they serve.

**DEPTH OF TALENT**



TAB 2

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# QUALIFICATIONS OF FIRM

ESTABLISHED  
**1982**

 **100+**  
EMPLOYEES

*“RVi is an exceptional design firm that truly understands both the science behind a project and the critical nature of public involvement in the process.”*

Susan Rankin,  
Former Executive Director,  
The Trail Foundation



PLANNING



LANDSCAPE  
ARCHITECTURE



PARKS & OPEN  
SPACE DESIGN



DIGITAL  
INNOVATION

**9** **NINE**  
OFFICES

**FOUR**  
STATES



TEXAS



ARIZONA



FLORIDA



NORTH  
CAROLINA

**NATIONAL**  
EXPERTISE



## FIRM PROFILE



# O

**UR PURPOSE IS TO INSPIRE PEOPLE TO BE OUTSIDE AND ENGAGE IN THE COMMUNITY AROUND THEM.**

As planners and landscape architects, we embrace every opportunity to advance this mission by creating memorable and engaging outdoor experiences. Founded in 1982, RVi has grown into a national firm with a broad range of project experience that inspires our team to think creatively. We approach each new opportunity with an adventurous spirit, a collaborative mindset, and a desire to consistently raise the bar for our clients and for the communities we serve.

In May 2021, RVi opened its first Florida office after noticing an uptick in work and growing land development opportunities across the state. Strategically headquartered in downtown Orlando, RVi is now better suited to aid our clients by offering local planning, landscape architecture and urban design services in both the public and private sectors.

Most recently at the start of 2022, RVi gained the full depth and capacity of Waldrop Engineering, a firm with deep roots and a 20-year legacy across Florida and the Southeast United States.

This union has not only helped strengthen RVi's Florida market entry, but has pushed our growth in the Sunshine State into overdrive by bringing four new offices under our umbrella in Bonita Springs, Fort Myers, Sarasota and Tampa, Florida.

Widely recognized for our creative contributions in land use analysis, community planning and design of outdoor spaces, our 40-year legacy allows us to leverage the combined expertise of our team members from across the country. Since RVi's inception, one of our key areas of focus has been working with counties, municipalities, and government agencies on spaces that serve the public.

We understand the challenges our clients face in creating amenities that encompass the diversity of their citizens' needs, and we have decades of experience facilitating the planning and design process to ensure that stakeholders are satisfied, budgets are adhered to, and deadlines are met.

CREATIVITY • STRATEGIC THINKING • PROCESS • PASSION



## OUR SERVICES

At RVi, our passion for design is fueled by a desire to provide creative solutions to complex problems. From initial project visioning through to the final punch list – and all the steps in between – we ensure that your project lives up to its potential. Our main disciplines include:



### PLANNING

Our planning process starts with gaining a deep understanding of the challenges and opportunities at hand. We listen to our clients and stakeholders, conduct immersive and thorough site analysis, understand the importance of robust community engagement, and are well-versed in real estate economics. We set ourselves apart by continually pushing the team to think outside the box – to find creative solutions that help developments and municipalities alike become beautiful, compelling and thriving destinations.



### LANDSCAPE ARCHITECTURE & URBAN DESIGN

We strive to design highly creative outdoor spaces that respond to the specific needs and desires of the communities they serve. From plazas and courtyards to streetscapes, bridges and roadways, RVi’s portfolio is reflective of the wide and wonderfully diverse practice of landscape architecture and public realm design. We are committed to being respectful of the intrinsic value of the land and its natural environmental systems.



### PARK & OPEN SPACE DESIGN

When you really enjoy your work, it shows. RVi is passionate about park design, and we pride ourselves on creating extraordinary spaces that are loved by the communities they serve. As park designers and open space enthusiasts, we continually look for opportunities to expand our knowledge and stay on the cutting edge of park landscape design. We love discovering new ways to attract and inspire the diverse groups of people who visit our parks, trails and open spaces.



### DIGITAL INNOVATION

RVi is leveraging new technology to create tremendous value for our clients and project teams. Using drones, 3D visualization and virtual reality we are better able to capture and analyze critical project information resulting in more efficient and effective communication, better informed design decisions, and fewer errors made in the field. These services include aerial mapping and photography, virtual site tours, contextual mapping, conceptual renderings, marketing imagery and virtual reality.

## ORGANIZATION PROFILE

### PRIME FIRM



#### LEGAL NAME

RVE, Inc. dba RVi Planning + Landscape Architecture

#### FIRM STRUCTURE

C-Corporation

#### FIRM SIZE

100+ Employees Company-Wide  
50+ Local Florida Employees

9 Offices Nationwide  
5 Local Florida Offices

#### OFFICE LOCATION PERFORMING WORK

##### RVi Sarasota

551 North Cattlemen Road, Suite 304  
Sarasota, Florida 34232  
941.379.8400

#### DISCIPLINES

Urban Design  
Site & Master Planning  
Community Engagement  
GIS/Geodesign  
3D Visualization

#### MAIN POINT OF CONTACT

Alexis Crespo, AICP  
acrespo@rviplanning.com  
239.908.3405

#### PROJECT PRINCIPAL

Alexis Crespo, AICP, LEED AP

#### CLIENT MANAGER

Rhea Lopes

RVi Planning + Landscape Architecture is a national Planning, Landscape Architecture and Urban Design firm with offices in Florida, Texas, Arizona and North Carolina. RVi provides services to a broad range of public, private and institutional clientele.

For years, RVi has planned and designed public spaces throughout the United States and we understand the challenges municipalities face in creating recreational spaces that serve the diversity of their citizens. The success of our projects is rooted in our commitment to community engagement, being good stewards or our clients’ financial resources, and our passion for creating fun and imaginative places.

As one of the largest planning and landscape architecture firms in Florida, RVi has the depth of project staff to respond quickly and expertly to project assignments of all sizes. Our current local team encompasses 50-plus planning and landscape architecture professionals, spanning five offices in the state including Sarasota, Bonita Springs, Fort Myers, Orlando and Tampa. Additionally, RVi has four other offices across the United States where staff can be leveraged as necessary.

Our team has extensive experience working with public sector clients across Florida, which include the City of Fort Myers, Lee County, Florida Gulf Coast University, the City of Bonita Springs, City of Marco Island, City of LaBelle, Hendry County and City of Cape Coral. Our experience combined with our capabilities as a large, local firm make us ideally suited for this project.

We have proven ourselves to be a flexible team with the abilities needed to work closely with multiple City departments on a wide variety of projects including urban design, sustainable design, park, trail and open space planning and design, LEED, SITES and historic preservation. The project team has been carefully assembled to reflect a curated group of highly skilled design, planning and engineering professionals that share combined experience on multiple successful projects and have a clear understanding of their individual roles.

In 2016, RVi accepted a private equity investment from Atwell LLC, a Michigan-based multi-disciplined firm that operates in a range of industries, including oil and gas, power and energy, mining and metals, land development and civil engineering. This alliance broadens RVi’s reach across the United States, yet at the same time RVi maintains our own identity and our own management practices separate from Atwell.

## PROJECT UNDERSTANDING



The RVi Team stands ready to provide the City of North Port with the ideal balance of a large company experience, which includes expansive resources, accessibility, and customer service coupled with a competitive fee structure typically associated with smaller firms. We are adept in all aspects of comprehensive planning, land development code analysis, regulation formulation, urban design, master planning, community engagement, and public hearing representation to ensure any scope of work is completed to the City’s full satisfaction.

RVi has a large presence in southwest Florida and is actively involved in projects from Orange County to Collier County, as well as virtually every jurisdiction in between. This breadth of work provides our firm with a unique understanding of how a number of local governments manage and implement their comprehensive planning and land development efforts. Our experience and perspective will prove to be an invaluable resource to the City in regards to code rewrites as well as drafting pragmatic solutions to issues arising in development projects on a day-to-day basis.

Our team is a carefully selected group of experienced professionals with the local knowledge necessary to assist the City efficiently, effectively and hit the ground running. We understand that the City is in the midst of a rewrite of its Unified Land Development Code and that the City may be looking to update its Comprehensive Plan in the near future.

RVi has updated numerous codes and comprehensive plans for nearby local governments, including Fort Myers, Bonita Springs, Lee County, Hendry County and more. Knowing the City’s passion for protecting its environmental resources, our planning team coupled with in-house engineering and landscape architecture services, works to provide robust policy plans that foster growth management in an economical and sustainable manner.

We understand that the City of North Port is rapidly developing, and RVi can assist in keeping pace with this expansive growth. We have a deep history of working with communities and stakeholder groups, much like those found within North Port, to promote comprehensive urban planning, design and infrastructure solutions.

Currently, RVi is serving as the consulting Planning Department for the City of LaBelle, helping review planning, zoning and permit applications for the City. We have also provided this service in the past for City of Fort Myers. We understand and are adept at working with limited budgets and short timeframes often associated with statutory and code requirement review, as well as the extremely high volume of applications under review and/or anticipated with the City.

## ARCHITECT - ENGINEER QUALIFICATIONS

### PART I - CONTRACT-SPECIFIC QUALIFICATIONS

#### A. CONTRACT INFORMATION

1. TITLE AND LOCATION <i>(City and State)</i> General Planning Services – City of North Port, FL	
2. PUBLIC NOTICE DATE 01/11/2022	3. SOLICITATION OR PROJECT NUMBER RFP 2022-13

#### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE Alexis Crespo, AICP, Vice President of Planning		
5. NAME OF FIRM RVi Planning + Landscape Architecture		
6. TELEPHONE NUMBER 239-850-8525	7. FAX NUMBER n/a	8. E-MAIL ADDRESS acrespo@rviplanning.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	J-V	PARTNER	SUBCON-TRACTOR			
a.	<input checked="" type="checkbox"/>				RVi Planning + Landscape Architecture <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	551 N. Cattlemen Road, Suite 304, Sarasota FL 34232	Prime consultant in providing professional services for Urban Design, Planning and Landscape Architecture.
b.			<input checked="" type="checkbox"/>		ATWELL, LLC <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	551 N. Cattlemen Road, Suite 304, Sarasota FL 34232	Civil Engineering services
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)



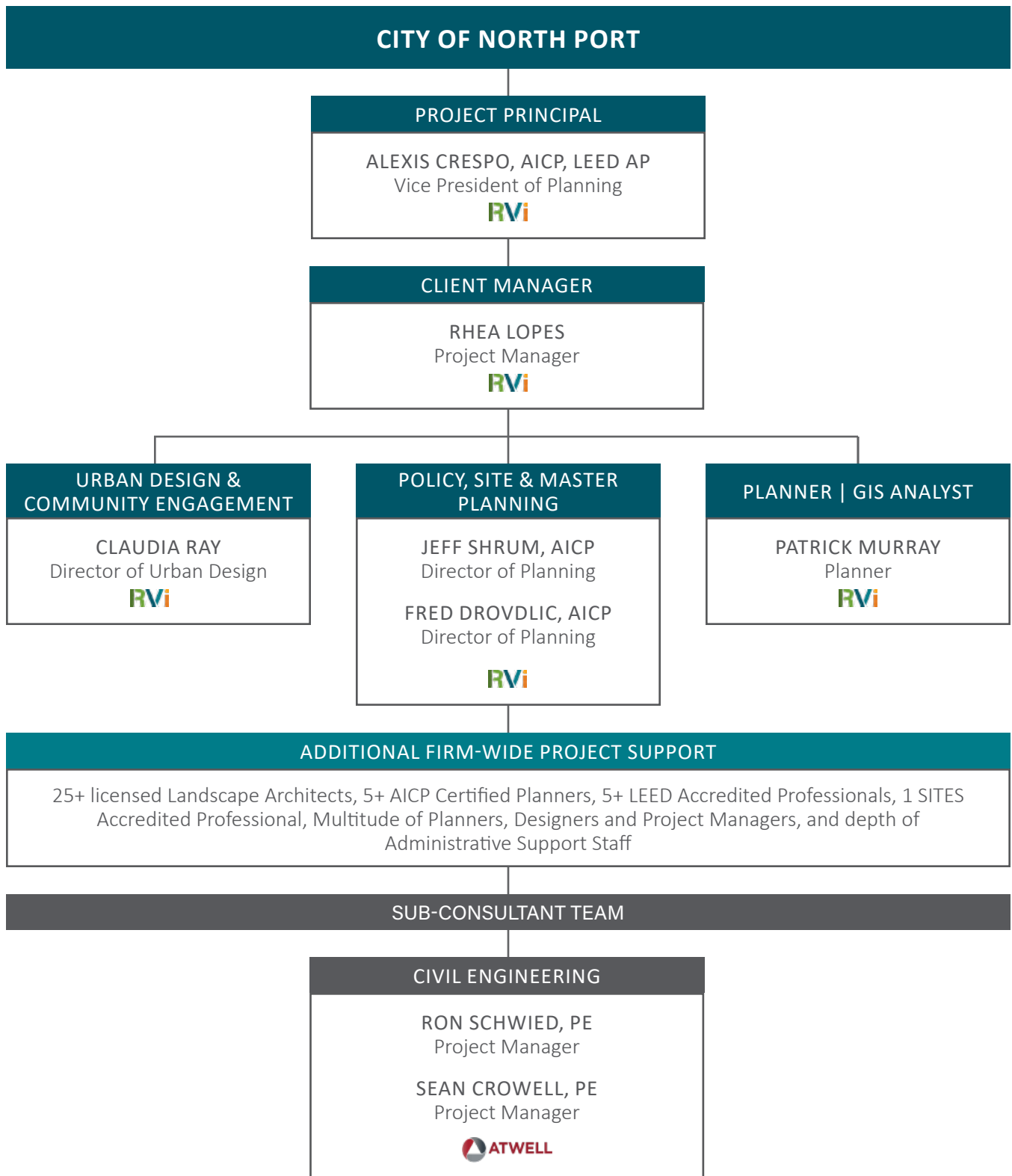


TAB 3

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# KEY PERSONNEL & QUALIFICATIONS OF TEAM

### ORGANIZATION CHART





## ALEXIS V. CRESPO, AICP, LEED AP



Vice President of Planning



Alexis offers a wealth professional planning experience in southwest Florida, and is certified with the American Institute of Certified Planners (AICP). She has led her planning staff in the successful completion of numerous privately initiated rezoning petitions, comprehensive plan amendments, annexations, variances, special exceptions, and other planning and zoning actions related to residential, commercial, institutional and mixed-use development. Alexis regularly assists local governments with the formulation of Land Development Code amendments, Comprehensive Plan updates and more. She also provides expert witness testimony and analysis relating to a variety of litigation matters.

### PROJECT ROLE

Project Principal

### EDUCATION

Ryerson University, Bachelor of Urban & Regional Planning

### PROFESSIONAL LICENSURE

AICP Certified Planner No. 022560

LEED Accredited Professional

### COMMUNITY INVOLVEMENT

American Planning Association, Immediate Past Chair, Promised Lands Section

Florida Planning & Zoning Association, V.P. of Financial Affairs, Board of Governors

Urban Land Institute

Real Estate Investment Society

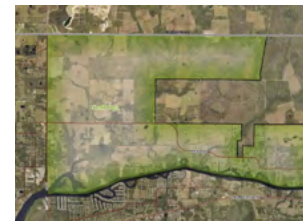
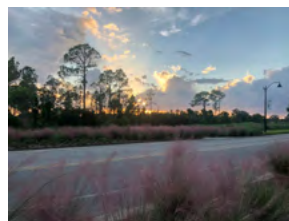
Tiger Bay Club of SW Florida

Collier County Building Industry Association

### ON A PERSONAL NOTE

An avid traveler and hiker, Alexis climbed Machu Picchu over four days and plans to take on Kilimanjaro.

### SELECTED PROJECT EXPERIENCE



#### City of Bonita Springs

Land Development Code Amendments  
Evaluation & Appraisal Report  
BGM, LLC vs. City of Bonita Springs  
Expert Testimony

#### Hendry County, Florida

Airglades Land Use Study  
Montura Estates Land Use Study

#### North Olga Community Plan

Community Long-Range Plan  
Public Policy Writing  
Coordination of Public Input

#### Babcock Ranch, Lee County

Comp Plan Amendments  
New Overlay District  
Mixed-Use PD Rezoning  
Community Engagement

#### Greater Pine Island Community Plan, Lee County

Updates to Community Plan & Land Development Code

#### Glades County Community Development District & County Attorney's Office

Land Use Planning Services & Expert Testimony  
Land Development Code Update

#### Fiddlesticks Country Club, Lee County

FLUM Amendment  
400-acre Mixed-Use Community

#### Prince Ranch - Charlotte County

Rezoning of Residential P.D.  
Community Workshops

## RHEA LOPES



Project Manager



Rhea is a driven city planner and architect with five (5) years of professional experience. She has a strong base in municipal planning and has worked on a range of projects from code rewrites to plans reviews. She leverages her skills in project management and creativity as a designer to help communities grow in a sustainable manner. Rhea is passionate about engaging with people, and enjoys the challenge projects bring in new and varied contexts. She has worked with organizations based in the United States, India, Indonesia and Cameroon.

### PROJECT ROLE

Client Manager

### EDUCATION

University of the Cumberland, MBA in Project Management (est. April 2022)

Cornell University, Master of Regional Planning

University of Mumbai, Bachelor of Architecture

### COMMUNITY INVOLVEMENT

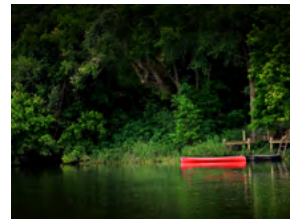
American Planning Association

Student Delegate, UNFCCC COP24 Conference

### PUBLICATIONS

*Dominant Elites in Latin America: From Neo-Liberalism to the "Pink Tide."*, Journal of Planning Education & Research, Book Review

### SELECTED PROJECT EXPERIENCE



#### City of North Port

- Unified Land Development Code Rewrite\*
- West Villages – New Development Review\*
- Model Home Permits Process Update\*
- New Draft Language for Plats\*
- Liaison with Development Community\*

#### S+PS Architects

- Design.I.Y. Housing\*
- Heritage Hostel\*
- Lonavala Affordable Housing\*

### ON A PERSONAL NOTE

One of Rhea's many hobbies includes solving math and logic puzzles like Kakuro.

\*Indicates experience prior to joining RVi

## CLAUDIA RAY



Director of Urban Design



Claudia is a creative and forward-thinking Urban Designer and Planner with more than 10 years of experience working with public, private and institutional clients on projects at all scales in planning, landscape design and architecture. Her award-winning work demonstrates Claudia’s proven ability to envision, design and implement strategies while understanding the place, and listening to stakeholders and clients. Project management and leadership skills empower Claudia to create and develop livable cities and communities. She has a clear understanding of different scales of the built environment, its social and economic dynamics, governance and private development.

### PROJECT ROLE

Urban Design & Community Engagement

### EDUCATION

Columbia University, M.S. in Architecture & Urban Design

Universidad Simon Bolivar, Bachelor of Architecture

### PROFESSIONAL LICENSURE

Registered Architect, Colegio de Ingenieros de Venezuela, C.I.V. 165,989

### COMMUNITY INVOLVEMENT

American Planning Association

Urban Land Institute

Congress of New Urbanism

City of Orlando Municipal Planning Board Member, 2015-2018

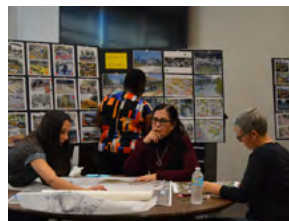
### HONORS & AWARDS

2018, APA Florida Sun Coast Chapter, Public Outreach & Engagement Award, Warehouse Arts District & Deuces Live Action Plan

### ON A PERSONAL NOTE

Claudia enjoys volunteer work and visiting museums.

### SELECTED PROJECT EXPERIENCE



#### City of Tampa

Nebraska-Hillsborough Corridor Study\*

#### City of St. Petersburg

Warehouse Arts District & Deuces Live Action Plan\*

#### Orange County, Florida

OBTNext Corridor Master Plan for Orange Blossom Trail Corridor\*

#### District of Columbia

Greenleaf Mixed-Income Housing Development\*

#### City of Cleveland

Clark-Fulton Together Master Plan\*

#### Village of Wauwatosa

Wauwatosa Village Streetscapes & Parks Milwaukee County\*

#### City of Edgewater

Restoration Master Planning 5,181 acres\*

#### Town of Eatonville

Eatonville Community Redevelopment Area (CRA) Plan Update\*

#### City of Newark

Newark WestSide Neighborhood Infill Development\*

\*Indicates experience prior to joining RVi

## JEFF SHRUM, AICP



Director of Planning



With almost 30 years of experience, Jeff has spent the majority of his career on the public sector side, having worked as a planner for various counties and municipalities across Florida. In 2021, Jeff officially made the switch to private sector planning, helping to facilitate a variety of different planning and development applications including policy writing, comprehensive planning, transportation planning, and annexations and rezoning. Jeff also has extensive interpretation and application experience along with budget and staffing management skills.

### PROJECT ROLE

Policy, Site & Master Planning

### EDUCATION

University of Kansas, Masters of Urban & Regional Planning

University of Kansas, B.G.S. in Environmental Studies

### PROFESSIONAL LICENSURE

AICP Certified Planner  
No. 100494

### COMMUNITY INVOLVEMENT

American Planning Association

Florida Planning & Zoning Association

### HONORS & AWARDS

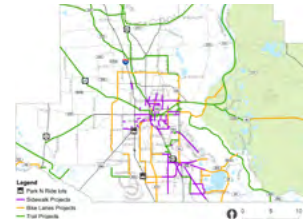
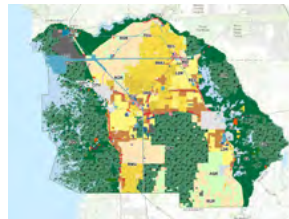
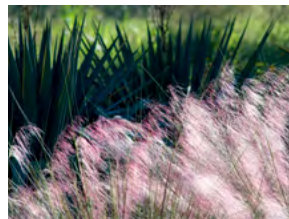
2018, Florida Planning & Zoning Association Grass Roots/Public Involvement Award, City of Venice Comprehensive Plan

2018, APA Florida, Award of Merit, City of Venice Comprehensive Plan

### ON A PERSONAL NOTE

Jeff enjoys cooking up delicious barbecue and mountain biking.

### SELECTED PROJECT EXPERIENCE



#### Taylor Morrison

Biennial Update to Artisan Lakes DRI

#### Citrus County, Florida

Rewrite of Development Regulations\*  
Processed Comprehensive Plan,  
Zoning & Conditional Use Projects\*

#### City of Ocala

Developed City Evaluation &  
Appraisal Report\*

#### City of Belleview

Developed City Evaluation &  
Appraisal Report\*  
Developed first Community  
Redevelopment Area\*  
Created first City Development  
Services Department\*  
Managed & Developed Findings of  
Necessity Report\*

#### Ocala/Marion County Transportation Planning Organization

Long Range Transportation Plan\*  
Five-Year Transportation  
Improvement Program\*  
Bicycle & Pedestrian Master Plan\*

#### City of Venice

Comprehensive Plan Rewrite\*  
Unified Electronic Permitting System  
Creation (TrakIT)\*  
Land Development Code Rewrite\*  
Creation of first Tree Ordinance\*  
Rewrite of Land Development  
Regulations (zoning code)\*

\*Indicates experience prior to joining RVi

## FRED DROVDLIC, AICP



Director of Planning



Fred has been a certified planner with the American Institute of Certified Planners (AICP) since 1998 and has almost 20 years of experience in zoning, comprehensive plan writing and development consulting in both the public and private sectors. Additionally, he has served the development community by completing many privately initiated rezoning petitions relating to residential, commercial, institutional, and mixed-use development throughout the region. He brings a unique mix of team leadership, problem-solving and project management to each project, including a relatable nature with mature public presentation and community outreach and consensus building skills.

### PROJECT ROLE

Policy, Site & Master Planning

### EDUCATION

University of Pittsburgh, Masters of Urban & Regional Planning

Ohio University, Bachelors of Business Administration – Economics

### PROFESSIONAL LICENSURE

AICP Certified Planner No. 014864

### COMMUNITY INVOLVEMENT

American Planning Association

Florida Planning & Zoning Association

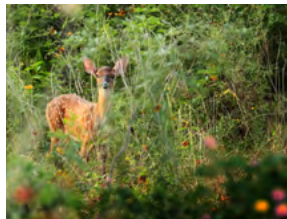
Real Estate Investment Society

City of Fort Myers Board of (Zoning) Adjustments, past member

### ON A PERSONAL NOTE

Fred enjoys woodworking as a hobby, is learning how to build furniture and has already crafted his own cabinets, shelving and a table from scratch.

### SELECTED PROJECT EXPERIENCE



**City of Fort Myers**  
Land Development Code Amendments

**Hendry County, Florida**  
Comprehensive Plan & Land Development Code Amendments  
Montura Estates Land Use Study

**City of LaBelle**  
Community-Driven Economic & Disaster Resiliency Plan  
Land Development Code Amendments

**City of Marco Island**  
Comprehensive Plan Update

**City of Sunny Isles Beach**  
Peer Review & Expert Witness

**The Housing Authority of the City of Fort Myers (HACFM)**  
Renaissance Preserve  
Marsh Pointe

**ITEC II, LLC**  
Florida Gulf Coast Business Center & Alico Commerce Center

**PATRICK MURRAY**



Planner



Patrick specializes in geospatial information and land use planning. Over the past five years his GIS experience has assisted several municipal planning and growth management departments prepare for future development. In addition to providing geospatial analysis on growth, he enjoys creating interactive web map applications that provide valuable and insightful information for better decision making.

**PROJECT ROLE**

Planner | GIS Analyst

**EDUCATION**

Florida State University, B.S. in Geography

Florida State College at Jacksonville, GIS Technical Certificate

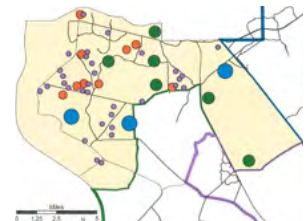
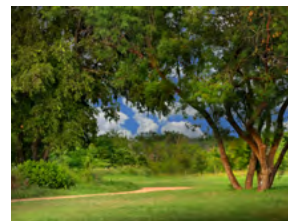
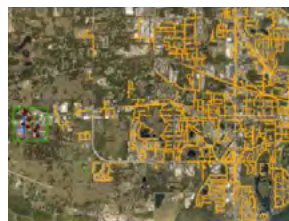
**COMMUNITY INVOLVEMENT**

Central Florida GIS Workshop, Member

Greater Orlando Builders Association

Northeast Florida Map Info User Group, Member

**SELECTED PROJECT EXPERIENCE**



**Taylor Morrison**  
"Mac V" Property Comprehensive Plan Amendment & Rezoning Farmland Reserve

**Hendry County, Florida**  
Comprehensive Plan & LDC Amendments  
Future Land Use Analysis

**Carman Drive 15, LLC**  
Carman Drive 15

**City of LaBelle**  
Zoning Administration & Review  
Planning Support Services\*

**St. Johns County, Florida**  
GIS Support for Multiple Departments\*

**City of St. Johns**  
GIS Support for Residential Growth Forecasting\*

**City of Leesburg**  
GIS Support for Planning Division\*  
Creation of New City Commission Districts\*

**ON A PERSONAL NOTE**

One of Patrick's many hobbies includes baking and cooking.

\*Indicates experience prior to joining RVi

## Ronald Schwied Jr., PE | Project Manager

**EDUCATION**

Bachelor of Science  
Civil Engineering  
University of Florida

**REGISTRATIONS**

Professional Engineer –  
Florida No. 65694

**AFFILIATIONS**

Sarasota County  
Development Services  
Advisory Committee – Sitting  
Member  
American Society of Civil  
Engineers

**INDUSTRY SOFTWARE**

AutoCAD  
AdICPR  
MODRET  
WaterCad

**YEARS OF EXPERIENCE**

25+

Ron is an accomplished eEngineer with over 25 years of experience in the Sarasota and Manatee County areas with a strong background in Commercial Site/Civil and Large and Small Residential Subdivision design, permitting, and project management. He possesses a comprehensive knowledge of the rezone process and long-range planning departmental procedures. Ron understands the priority of client satisfaction and the development of long-term business relationships.

Ron has been directly involved in over 150 projects comprising of property rezone support and presentation, large scale planned development residential communities, commercial site design, water and sewer main line extensions, sanitary sewer lift station design, residential and commercial septic systems, and multiple local municipal projects.

**RECENT RELEVANT EXPERIENCE** *Additional Experience Available Upon Request*

**Atwell/Waldrop Engineering | Project Engineer**

As a Senior Project Engineer, Ron is responsible for daily office operations, management of projects, and business expansion. He is also involved in the creation of annual business plans, working with clients to develop project proposals including scope of work and schedules, budgets, and forecasting workload. Ron manages the design of flood plain mitigation systems and designs projects permitted through the SWFWMD, FDOT, Sarasota County and Manatee County Health Departments and the FDEP. His experience includes stormwater design calculations and reports, he is proficient in adICPR and Excel which helps utilize the Modified Rational Method as well as water distribution systems and lift station hydraulic calculations and reports.

**GAP Engineering & Planning LLC | Director of Engineering/Partner**

Ron was responsible for daily office operations, management of projects, and business expansion. He developed client satisfaction fostering long term business relationships. Ron was experienced in every aspect of the business from contract writing and negotiation through project certification and closure.

Acting as Representative Civil Engineer for rezone projects working with a team of planners, architects, lawyers and other design professionals, Ron had direct interaction with the long-term planning staff of Sarasota County, presented before Neighborhood Workshops, Sarasota County Planning Commission and Sarasota Board of County Commissioners. He developed stormwater design calculations and was responsible for the design of flood plain mitigation systems permitted through SWFWMD, Sarasota County.

**Steven M. Houghton, PE, Inc. | Principle Engineer**

In addition to the corporate, business development, and management responsibilities required of a principle engineer, Ron managed and design projects located in Manatee County, Sarasota County, Desoto County, the City of Sarasota, the City of Venice and the City of Bradenton. Ron contributed to the design of two sedimentation separator devises for the City of Venice to decrease the amount of sedimentation carried into the bay. He was also responsible for water distribution system and lift station hydraulic calculations and reports. Ron is experienced in WaterCad and Microsoft Excel for calculating fire line flows. He was also the civil engineer for both annexation and rezone projects with direct interaction with a team of planners, architects, lawyers and other design professionals.



## Sean Crowell, PE | Project Manager

**EDUCATION**

Bachelor of Science  
Civil Engineering  
Florida State University

**REGISTRATIONS**

Professional Engineer –  
Florida No. 58584

**YEARS OF EXPERIENCE**

24+

With more than 24 years of industry experience, Sean brings an understanding of client support, local agency relationships, and an in-depth knowledge of myriad of services in the residential and commercial land development market. His experience includes site grading, stormwater management design as well as various design and modeling capabilities.

**RELEVANT PROJECT EXPERIENCE** *Additional Experience Available Upon Request*

**The Preserve | City of North Port**  
200 lot subdivision

**The Springs | City of North Port**  
Assisted Living facility

**RECENT RELEVANT EXPERIENCE** *Additional Experience Available Upon Request*

**Waldrop Engineering**

Sean coordinated with clients and architects as well as geotechnical, environmental engineers and landscape architects. He performed site grading, stormwater management design, horizontal and vertical geometric road design, water distribution design and modeling, sanitary sewer collection and transmission design. In addition, he also performed hydrologic/hydraulic watershed modeling, permitting SWFWMD, SFWMD, FDEP, FODT and local government agencies including FEMA LOMR.

**AM Engineering**

In addition to building relationships with local government agencies as well as industry peers, Sean performed hydrologic/hydraulic watershed modeling, water distribution design and modeling. He performed site grading, stormwater management design and was responsible for horizontal and vertical geometric road design.

**Riddle Newman Engineering**

Sean coordinated with clients, architects, engineers, and other team members. His role entailed performing various site grading, stormwater management design, horizontal and vertical geometric road design, water distribution design and modeling, sanitary sewer collection and transmission design. Sean also performed hydrologic/hydraulic watershed modeling, permitting SWFWMD, SFWMD, FDEP, FODT and local government agencies including FEMA LOMR.

**Sarasota County Government**

Sean performed a variety of services during his employment with Sarasota County Government including hydrologic/hydraulic watershed modeling, land development review of subdivision and commercial projects to ensure permit applications met the requirements of the Land Development Regulations. He also prepared rezoning petitions, special exceptions, DRJ's and Comprehensive Plan Amendments.





**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS EXPERIENCE	
Alexis Crespo, AICP, LEED AP		Vice President - Planning		a. TOTAL 16 yrs, 8 mos	b. WITH CURRENT FIRM 11 yrs, 2 mos
15. FIRM NAME AND LOCATION (City and State) RVi Planning + Landscape Architecture, 551 N. Cattlemen Road, Suite 304, Sarasota FL 34232					
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Urban and Regional Planning, Ryerson University			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) American Institute of Certified Planners (AICP)		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Planning Association – member; Florida Planning and Zoning Association – President-Elect; Real Estate Investment Society – Board Member; Urban Land Institute - member					

**19. RELEVANT PROJECTS**

	1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
a	Land Development Code Amendments, City of Bonita Springs, FL	2011 - 2018	
	3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Lead Planner assisting the City of Bonita Springs with the preparation of land development code amendments to address aesthetics and community-specific design standards, redevelopment overlay districts, and supplementary regulations for intensive uses, such as automobile service stations, "big box" retail, and homeless shelters.		
b	Hendry County Airglades Land Use Study, Hendry County, FL	2017 - 2018	
	3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Led a long-range planning analysis for 36,000 acres in northern Hendry County surrounding the Airglades International Airport. Work included extensive public facilitation and outreach, assessment of existing conditions, and growth projections and land use needs analyses. Deliverables included three land use scenarios depicting employment-based land uses, commercial and mixed-use nodes, and areas appropriate for workforce housing and civic support uses. The study was accepted and transmitted to the Florida DEO in June 2018.		
c	Greater Pine Island Community Plan Update, Lee County, FL	2014 - 2016	
	3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Lead Planning Consultant for the preparation and processing of updates to the Greater Pine Island Community Plan, and community-specific land development code regulations. The project also involved planning consultation in defense of eight Bert Harris suits.		
d	BGM, LLC vs. City of Bonita Springs, Bonita Springs, FL	2016 - 2018	
	3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Provided expert planning testimony on behalf of the City relating to a comprehensive plan challenge by a private developer. Alexis assisted the City's litigation team in successfully defending the City's evaluation and appraisal report and related comprehensive plan amendments, including testimony in the Division of Administrative Hearings (DOAH) trial proceedings.		
e	North Olga Community Plan, Lee County, FL	2011 - 2013	
	3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Coordinated all aspects of community facilitation, policy writing, and representation at public hearings on behalf of the North Olga Community Planning Panel for preparation of their first community plan. The plan was adopted by County Commissioners in October 2011, following two years of public input and consensus-building efforts. Also developed land development code regulations to implement the community's long-range plan.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME  Rhea Lopes	13. ROLE IN THIS CONTRACT  Planning Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 2 yrs, 2 mos	b. WITH CURRENT FIRM 1 month
15. FIRM NAME AND LOCATION (City and State) RVi Planning + Landscape Architecture, 551 N. Cattlemen Road, Suite 304, Sarasota FL 34232			
16. EDUCATION (DEGREE AND SPECIALIZATION) University of the Columbians, MBA in Project Management (est. April 2022); Cornell University, Master of Regional Planning (2019); University of Mumbai, Bachelor of Architecture (2015)		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Planning Association - member			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If Applicable)</i>
a Rewrite of Unified Land Development Code, City of North Port, FL	2020 - 2021	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Rhea helped to rewrite the Land Development Code, updating a previous draft from 2010. This project was started in 2018 by a consultant for the city, but by late 2020 Rhea and other city planning staff took over the assignment. Rhea led the rewrite drafting of each chapter of Code, and presented changes in a timely manner to City Commission for review and approval.	
b West Villages – New Development Review, City of North Port, FL	2019 - 2021	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Rhea was closely involved in review of policy-related documents like the West Villages Pattern Book and Pattern Plans for different villages. She assisted in drafting ordinances for adoption of code-related documents, and oversaw staff review of new private development submittals in West Villages, including the West Villages Downtown, the Sunstone at Wellen Park residential development, Village J Mass Grading, Wellen Park Public Safety Complex, and Renaissance at West Villages.	
c Model Home Permit Updates, City of North Port, FL	2021	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Because of the well-known lengthy timeline for plat review and approval, Rhea led development of a process for applicants to be able to submit for residential construction permits before a plat is recorded, specifically for model homes and community amenities that hold fictitious addresses. This resulted in reducing the timeline for developers to be able to break ground on projects in the city.	
d New Draft Language for Plats, City of North Port, FL	2021	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Working closely with the City Attorney and attorney for the West Villages Improvement District, Rhea assisted in drafting new standardized language for plats specifically for the West Villages. The goal is to provide more clarity and fewer legal issues with plats in the future for the city and the West Villages Improvement District.	
e Liaison with Development Community, City of North Port, FL	2019 - 2021	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Rhea regularly served as a liaison with the private development community to enhance economic development, affordable and workforce housing, and environmental protection. Examples include Central Parc (a mixed-use redevelopment of a brownfield site) and Heron Creek (activity center in North Port, navigated legal issues with developers).	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT <i>(Complete one Section E for each key person.)</i>			
12. NAME  Claudia Ray	13. ROLE IN THIS CONTRACT  Director of Urban Design	14. YEARS EXPERIENCE	
		a. TOTAL 15 yrs	b. WITH CURRENT FIRM 3 mos
15. FIRM NAME AND LOCATION (City and State) RVi Planning + Landscape Architecture, 551 N. Cattlemen Road, Suite 304, Sarasota FL 34232			
16. EDUCATION (DEGREE AND SPECIALIZATION) Columbia University, M.S. in Architecture & Urban Design; Universidad Simon Bolivar, Bachelor of Architecture		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Registered Architect, Colegio de Ingenieros de Venezuela, C.I.V. 165,989	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Urban Land Institute – member; American Planning Association – member; Congress of New Urbanism – member Awards: APA Florida Award of Merit – Best Neighborhood Plan – OBNext (2018); APA Florida Sun Coast Chapter, Public Outreach & Engagement Award, Warehouse Arts District & Deuces Live Action Plan (2018)			

19. RELEVANT PROJECTS			
(1) TITLE AND LOCATION <i>(City and State)</i>  Nebraska-Hillsborough Corridor Study, Tampa, FL		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If Applicable)</i>
		2013	
a	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Designer: As part of the Invision Tampa Plan, the Nebraska and Hillsborough Avenue Corridor Plan helps position two avenues as neighborhoods of livable places, connecting people and encouraging collaborative progress. This plan resulted in a series of planning policies and program strategies to bring infrastructure improvements to the area and change the corridor’s physical, social and economic conditions. The plans and policies support Transit-Oriented Development strategies that the City has used to guide future development.		
(1) TITLE AND LOCATION <i>(City and State)</i>  Warehouse Arts District & Deuces Live Action Plan, St. Petersburg, FL		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If Applicable)</i>
		2017	
b	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Manager and Lead Urban Designer/Planner of a public realm framework and Action Plan for the City’s Warehouse Arts District, 22 <sup>nd</sup> Street South corridor, and Deuces Live Main Street areas. Grounded in extensive public outreach, community input, and site observation, this plan responded to the changing and growth of both neighborhoods. The plan created a public realm framework with recommendations to the streetscape, open space, branding, gateways, private property enhancement, and more.		
(1) TITLE AND LOCATION <i>(City and State)</i>  OBNext, corridor plan for Orange Blossom Trail Corridor, Orlando, FL		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If Applicable)</i>
		2017	
c	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Manager, Lead Planner and Urban Designer on a comprehensive master plan for an eight-mile segment of the Orange Blossom Trail corridor. The OBT Development Board initiated the planning effort to identify and address issues impacting the corridor’s viability. The Master Plan lays out a roadmap for OBT as an area that can be economically competitive and socially relevant in today’s world. The planning framework comprises a Vision that is supported by six Guiding Principles, implemented through six Moves and Catalyst Projects.		
(1) TITLE AND LOCATION <i>(City and State)</i>  Greenleaf Mixed-Income Housing Development, District of Columbia		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If Applicable)</i>
		2020-2021	
d	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm This 15-acre, 493-unit public housing site in Washington, D.C.’s Southwest neighborhood sits on the District’s most prime real estate. The Greenleaf site will be redeveloped as a mixed-use project that prioritizes community needs, respects the surrounding neighborhoods, and embraces the social, economic and racial diversity of existing and new residents. Claudia served as Project Manager, and managed a multi-disciplinary team of consultants, and helped the client create a vision, guiding principles and more to win the initial RFP.		
(1) TITLE AND LOCATION <i>(City and State)</i>  Clark-Fulton Together Master Plan, Cleveland, OH		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If Applicable)</i>
		2020 - 2021	
e	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Manager for this comprehensive and inclusive effort to create a roadmap for the Clark-Fulton neighborhood on Cleveland’s west side. The plan will determine how to best bring positive change to this culturally diverse neighborhood and will serve as a tool to prioritize, integrate, and align the implementation of key ongoing and planned investment initiatives. The Master Plan is comprised of a Vision, supported by Guiding Principles, implemented by Forward Moves, Catalyst Projects, and provides a roadmap for implementation.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME  Jeff Shrum, AICP	13. ROLE IN THIS CONTRACT  Director of Planning - Sarasota	14. YEARS EXPERIENCE	
		a. TOTAL 22 yrs, 1 mo	b. WITH CURRENT FIRM 7 months
15. FIRM NAME AND LOCATION (City and State) RVi Planning + Landscape Architecture, 551 N. Cattlemen Road, Suite 304, Sarasota FL 34232			
16. EDUCATION (DEGREE AND SPECIALIZATION) University of Kansas, Bachelor’s in Environmental Studies (1992); University of Kansas, Master’s in Urban and Regional Planning (1994)		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) AICP certification no. 100494	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Planning Association – member; Florida Planning & Zoning Association - member			

**19. RELEVANT PROJECTS**

1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If Applicable)</i>
a Rewrite of Comprehensive Plan, City of Venice, FL	2016 - 2018	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm While serving as Development Services Director, Jeff led the full-scale effort of this \$475,000 complete rewrite and update of the city’s comprehensive plan. He oversaw a private consultant’s work, which included managing half- or full-day meetings every week for 18 months. Jeff delivered the end-product within budget, and participated in more than 70 public meetings. This work was recognized with awards in 2018 from the Florida Planning Association (FAPA) and Florida Planning & Zoning Association (FPZA).		
b Unified Electronic Permitting System, City of Venice, FL	2018 - 2019	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm While serving as Development Services Director, Jeff implemented a new unified electronic permitting system (TrakIT) for the city’s building and Planning & Zoning permits. Jeff oversaw staff and consultants involved in implementing work from this \$100,000 contract. It provided a coordinated software system for the departments to communicate, comment, track comments and responses to applications, and the streamlined system led to faster permit review and approvals.		
c Rewrite of Land Development Code, City of Venice, FL	2018 - 2021	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm As Development Services Director, Jeff led a complete rewrite of the city’s Land Development Code to naturally follow the rewrite of the Comprehensive Plan. Jeff oversaw all staff and consultants on the production of work and implementation of final product. (Jeff left the city in August 2021, with the first draft generated of this rewrite). The project is currently in public workshops as of Q1 2022.		
d Developed City Evaluation & Appraisal Report, City of Belleview, FL	2011-2012	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm While serving as Development Services Director, Jeff developed, wrote and coordinated this new EAR process for the city. The state of Florida requires each municipality to update their Comprehensive Plan every seven years. This new report helped ensure the city’s Comp Plan remained consistent with state law.		
e Developed first Community Redevelopment Area, City of Belleview, FL	2012	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm While serving as Development Services Director, Jeff initiated the development of the city’s first Community Redevelopment Area (CRA). He wrote the finding of necessity report, related documents, creation of CRA maps and associated ordinances, and led completion of the process as required by the state, and later the city’s adoption.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT <i>(Complete one Section E for each key person.)</i>			
12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Fred G. Drovdic, AICP	Director of Planning	17 yrs, 9 mos	3 yrs, 2 mos
15. FIRM NAME AND LOCATION (City and State) RVi Planning + Landscape Architecture, 551 N. Cattlemen Road, Suite 304, Sarasota FL 34232			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelors of Business Administration – Economics, Ohio University (1991); Masters of Urban and Regional Planning, University of Pittsburgh (1996)		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) American Institute of Certified Planners, no. 014864	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Planning Association (APA); Florida Planning & Zoning Association (FPZA); Real Estate Investment Society (REIS); City of Fort Myers Board of (Zoning) Adjustments (past member)			
19. RELEVANT PROJECTS			
a	(1) TITLE AND LOCATION <i>(City and State)</i> Land Development Code Amendments, City of Fort Myers, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2019 - 2020	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 Contracted to rewrite the sign ordinance, bringing it into legal compliance with recent court cases, simplify the use and administration, and modernize the intent and community impact. In 2020, we began amending the Administrative Code and consolidating all boards, decision-making bodies and amending procedures.		
b	(1) TITLE AND LOCATION <i>(City and State)</i> Comprehensive Plan & LDC Amendments, Hendry County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2019 - 2020	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 Updated, rewrote and amendment various Comp Plan and LDC elements to address specific issues, modernize code, improve processes and secure better long-term development including: Sign Ordinance rewrite, Gateway Overlay, Affordable Housing/Bonus Density LDC and Comp Plan amendments, Commercial Vehicles ordinance, PUD process, and parking landscaping and lighting amendments.		
c	(1) TITLE AND LOCATION <i>(City and State)</i> Economic & Disaster Resiliency Plan and LDC Amendments, City of LaBelle, FL	(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 type="checkbox"/> Check if project performed with current firm Led work for the City after it received a Department of Economic Opportunity Grant to assist with development of a community-driven economic development strategy, which would build upon the local strengths and assets of the City. Also rewrote the SR 80 Overlay and coordinated with updated in Hendry County.		
d	(1) TITLE AND LOCATION <i>(City and State)</i> Peer Review and Expert Witness, City of Sunny Isles Beach, FL	(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 type="checkbox"/> Check if project performed with current firm Analyzed historic Comprehensive Plan policies for internal consistency with land use approvals, regulations and the Florida Statutes since the establishment of the City, and served as an expert witness for a lawsuit against the City.		
e	(1) TITLE AND LOCATION <i>(City and State)</i> Comprehensive Plan Update, City of Marco Island, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2020 - 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 In partnership with Florida Gulf Coast University, Fred led the full assessment and update of the City’s Comp Plan update, a two-year process that began in summer of 2020. Fred and the RVi team acted as lead consultant in preparing the Assessment Report to recommend policy updates, led virtual town hall meetings, and prepared the plan’s rewrites. The final drat was adopted by Council within 10 months.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT <i>(Complete one Section E for each key person.)</i>			
12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Patrick Murray	Project Planner / GIS Analyst	a. TOTAL 5 yrs, 5 mos	b. WITH CURRENT FIRM 11 months
15. FIRM NAME AND LOCATION (City and State) RVi Planning + Landscape Architecture, 551 N. Cattlemen Road, Suite 304, Sarasota FL 34232			
16. EDUCATION (DEGREE AND SPECIALIZATION) Florida State University, Bachelor’s in Geography (2015); Florida State College at Jacksonville, Technical Certificate in GIS (2017)		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Central Florida GIS Workshop – member (www.cfgisworkshop.com)			
19. RELEVANT PROJECTS			
a	(1) TITLE AND LOCATION (City and State) “Mac V” Property, St. Johns County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
		2021 - present	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm This 49-acre redevelopment project has included a Comprehensive Plan amendment and Rezoning. Patrick wrote the Master Plan Development text for submittal, gathered factual resources and GIS data, and created multiple exhibits and analysis for submittal package. He also created a PowerPoint presentation for staff and attended community meeting for the project.			
b	(1) TITLE AND LOCATION (City and State) City of LaBelle Planning Support Services, LaBelle, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
		2021	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm In support of his supervisor who serves as a Contract Planner for the city, Patrick wrote staff report for multiple properties in response to applications filed by developers for site redevelopment, rezoning or similar.			
c	(1) TITLE AND LOCATION (City and State) GIS Support for Planning Division, City of Leesburg, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
		2019 - 2021	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Patrick maintained and updated future land use and zoning maps for the city, along with adding in annexations and created interactive web map and dashboard applications. Supported analysis for redistricting of City Council with GIS mapping technology.			
d	(1) TITLE AND LOCATION (City and State) GIS Support for Multiple Departments, St. Johns County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
		2016 - 2019	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Patrick provided GIS services to the Growth Management Department and the Supervisor of Elections. His work included analysis of unbuilt but approved residential home lots to forecast future growth. For the Supervisor of Elections, he utilized census data to show where population growth was occurring now and in the future, which resulted in creation of a new voting precinct.			
e	(1) TITLE AND LOCATION (City and State) Future Land Use Analysis, Hendry County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
		2021 - present	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Patrick’s work has included analyzing where future land use categories fall within the county, and providing acreage for each category, their location, and the underlining zoning types that fall within each category through a GIS lens. He creates exhibits to tell this story visually, with the end goal of helping county officials know where future land use types should be applied in the future, and what corresponding zoning types should follow.			

## LIST OF SUB-CONSULTANTS & SUMMARY OF QUALIFICATIONS

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### SUB-CONSULTANT



**LEGAL NAME**

Atwell, LLC

**FIRM SIZE**

750+ Employees Company-Wide  
100+ Licensed Professionals

**OFFICE LOCATION PERFORMING WORK**

**Atwell Sarasota**

551 North Cattlemen Road, Suite 304  
Sarasota, Florida 34232  
941.379.8400

**DISCIPLINES**

Civil Engineering

**OPTIONAL EXTENDED SERVICES**

Land Solutions  
Surveying  
Environmental & Natural Resources  
Construction Services

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Atwell, LLC is a national consulting, engineering, and construction services firm with offices throughout the country that deliver a broad range of strategic and creative solutions to clients in three core markets: real estate and land development, power and energy, and oil and gas.

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Atwell provides comprehensive turnkey services including civil engineering, complex modeling on water, sewer, and drainage systems, land surveying, environmental compliance and permitting, and project and construction management. Our development specialists have spent their careers helping builders and developers maximize quality, profits and curb appeal by utilizing innovative solutions that encourage a sense of community and connection to the land. Atwell passionately advocates for its clients with an unmatched drive for better, faster and safer project completions.

Offering a full range of civil, electrical and mechanical engineering services, our professionals successfully navigate critical regulatory constraints, functional demands, and environmental concerns. Our specialized teams then strive to balance these forces through sound design, aggressive project management and continual stakeholder engagement.

Atwell also offers an array of surveying services, including: Boundary Surveys, ALTA/NSPS title Surveys, Topographic and Hydrographic Surveys, Planimetric Surveys, Land Division/Subdivision Plats, Condominium Documentation Drawings, Easement Exhibits for Acquisition or Dedication Lot-Fit Studies, Plot Plans and House Staking, FEMA/Flood Plain Elevation Certificates, High-Resolution Laser Scanning, Monitoring Well Surveys, Landfill Capping, Volumetric Surveying and Closure As-Builts, Industrial Plant Surveying, Control and Baseline Establishment, Construction and Underground Utility Layout, and Construction As-Builts/Record Drawings.

TAB 4

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# TEAM'S EXPERIENCE IN SIMILAR PROJECTS

4

Team's Experience in  
Similar Projects



## MARCO ISLAND COMPREHENSIVE PLAN UPDATE



City of Marco Island

Marco Island, FL

**DATE**

2019 – 2021

**SCOPE**

Comprehensive Planning  
Policy Planning  
Community Engagement

**REFERENCE**

Daniel Smith, AICP  
Director of Community Affairs  
City of Marco Island  
239.389.5021  
dsmith@cityofmarcoisland.com

**PROJECT DESCRIPTION**

RVi (formerly Waldrop Engineering), in conjunction with Florida Gulf Coast University, was selected by the City of Marco Island to conduct a full assessment and update of their Comprehensive Plan, last updated in 2009. RVi’s Bonita Springs office served the client, and the contract value was approximately \$120,000.

The RVi team acted as lead consultant, preparing the Assessment Report outlining recommended policy updates in order to implement the City’s vision, as well as revisions required to comply with sweeping state legislative changes enacted over the past decade. The Assessment Report was completed within six months of contract execution and within the original budget.

The RVi team also conducted a “virtual” town hall meeting with approximately 85 attendees and online survey to garner early input from the general public as part of the critical first phase of the project.

Following the successful completion of the assessment, the team prepared rewrites of all elements within the Comprehensive Plan to address the community vision, changes in demographics, as well as emerging redevelopment trends. The final Comprehensive Plan was drafted and ultimately adopted by City Council within a 10-month timeframe.

## FORT MYERS LAND DEVELOPMENT CODE UPDATE



City of Fort Myers

Fort Myers, FL

**DATE**

2017 – Present

**SCOPE**

Land Use & Policy Planning  
Code Writing  
Sign Ordinance  
Various Plan Amendments

**REFERENCE**

Steven Belden  
Community Development  
Director  
City of Fort Myers  
239.321.7902  
sbelden@cityftmyers.com

**PROJECT DESCRIPTION**

RVi (formerly Waldrop Engineering) was contracted to amend seven (7) different chapters of the City of Fort Myers Land Development Code (LDC) since late 2017. The work has been led by RVi's Fort Myers office, and the contract value has been approximately \$210,000.

These amendments include updates to implement “complete streets” provisions, landscape and corridor standards, modernization of parking regulations as well as a total rewrite of the sign ordinance to bring it into legal compliance with recent court cases.

Most recently, RVi’s scope was expanded to include updates to the Administrative Code, including consolidation of all boards and decision-making bodies and a new Food Truck ordinance.

## BONITA SPRINGS EVALUATION & APPRAISAL REVIEW & AMENDMENTS



City of Bonita Springs

Bonita Springs, FL

**DATE**

2016 – 2020

**SCOPE**

Land Use & Policy Planning  
 Master Planning  
 Community Engagement  
 Expert Witness Testimony  
 Landscape Architecture

**REFERENCE**

Arleen Hunter, AICP  
 City Manager  
 City of Bonita Springs  
 239.949.6262  
 arleen.hunter@  
 cityofbonitasprings.org

**PROJECT DESCRIPTION**

RVi (formerly Waldrop Engineering) worked on a team with Florida Gulf Coast University (FGCU) to evaluate the City’s Comprehensive Plan for a 2016 Evaluation and Appraisal Report (EAR). This work was conducted by RVi's Bonita Springs office.

Our role focused on community facilitation at a series of workshops to gather public input, evaluation of state-required changes stemming from the Community Planning Act (HB 7207), and analysis of changes resulting from annexations.

Following that, the FGCU and RVi team have been working with the City on preparation of state-required and optional amendments to the Comprehensive Plan. Some of those elements were a result of the 2016 EAR.

The team has completed other elements as a result of the City’s priorities for development, including two phases of state-required amendments, updates to coastal planning policies and implementation of the Bonita Beach Road Corridor Visioning Study.

The team then helped to implement the vision for the City’s downtown by rewriting the Future Land Use, Transportation and Housing elements. These amendments were completed in Spring 2020.

## BONITA SPRINGS COMPREHENSIVE PLAN & LDC AMENDMENTS



City of Bonita Springs

Bonita Springs, FL

**DATE**

2011 – 2018

**SCOPE**

Comprehensive Planning  
 Land Use & Policy Planning  
 Master Planning  
 Community Engagement  
 Expert Witness Testimony  
 Landscape Architecture

**REFERENCE**

Arleen Hunter, AICP  
 City Manager  
 City of Bonita Springs  
 239.949.6262  
 arleen.hunter@  
 cityofbonitasprings.org

**PROJECT DESCRIPTION**

RVi (formerly Waldrop Engineering) has worked with the City of Bonita Springs since 2012 on a variety of projects aimed at updating the Comprehensive Plan and Land Development Code to reflect the City’s vision for growth. This work was led by our Bonita Springs office.

Work has included drafting and processing amendments to address strategic initiatives for beautification of main corridors, heightened design standards for intensive uses, and general amendments to facilitate implementation of the code’s intent, where Staff identified ambiguity in the existing regulations.

Our team also successfully implemented supplementary standards for auto-oriented uses, such as car washes and service stations, “big box” retail, social services, “homeless shelters,” and development standards for the US 41 Redevelopment Overlay District to guide future growth along the corridor. These efforts included form-based code graphics, explanatory figures and vignettes, and site planning depictions to fully explain the language’s intent.

## MONTURA ESTATES COMMUNITY PLAN & COMP PLAN UPDATE



Hendry County | Central County Water Control District

Hendry County, FL

**DATE**

2019 – 2021

**SCOPE**

Comprehensive Planning  
Land Use & Policy Planning  
Plan Amendments  
Community Engagement

**REFERENCE**

Margaret Emblidge  
Community Development  
Director  
Hendry County  
863.612.4752  
memblidge@hendryfla.net

**PROJECT DESCRIPTION**

The County engaged RVi (formerly Waldrop Engineering) to assist in the development of a Comprehensive Plan and Land Development Code (LDC) amendments for the 17-square-mile, pre-platted Montura Ranch Estates community in north-central Hendry County. The work was led by RVi’s Fort Myers office.

The purpose of the County-funded study was to improve land use regulations within the community, support and protect the rural character of the area, identify and make allowances for land uses essential for the long-term viability, and ensure that long-term build-out occurs in a manner that protects public health, safety and welfare.

The process involved the preparation and execution of an assessment report, policy and code recommendations and a robust community outreach plan. The Comprehensive Plan and LDC amendments were adopted in the fall of 2021.

## HENDRY COUNTY COMPREHENSIVE PLAN & LDC AMENDMENTS



Hendry County

Hendry County, FL

**DATE**

2018 – Present

**SCOPE**

Comprehensive Planning  
Land Use & Policy Planning  
Plan Amendments  
Sign Ordinance

**REFERENCE**

Margaret Emblidge  
Community Development  
Director  
Hendry County  
863.612.4752  
memblidge@hendryfla.net

**PROJECT DESCRIPTION**

Since 2018, Hendry County has contracted with RVi (formerly Waldrop Engineering) to update, rewrite and amend various Comprehensive Plan and Land Development Code (LDC) elements to address specific issues, modernize code, improve processes and secure better long-term results of future development. The work was led by RVi’s Fort Myers office.

In 2019, the RVi team rewrote the Sign Ordinance to create a legally defensible, clear and easily administered code that is simple to use. In 2020, our team completed the adoption of a SR 80 Overlay, Affordable Housing/Bonus Density LDC and Comprehensive Plan amendments, Commercial Vehicles ordinance, Planned Unit Development process overhaul, and parking landscaping and lighting code amendments.

RVi has been responsible for writing, coordinating with County staff, presenting to stakeholders and completing the adoption process.

## AIRGLADES AIRPORT LAND USE STUDY & MASTER PLAN



Hendry County

Hendry County, FL

**DATE**

2017

**SCOPE**

Master Planning  
 Comprehensive Planning  
 Land Use & Policy Planning  
 Plan Amendments  
 Community Engagement

**REFERENCE**

Margaret Emblidge  
 Community Development  
 Director  
 Hendry County  
 863.612.4752  
 memblidge@hendryfla.net

**PROJECT DESCRIPTION**

The County selected RVi (formerly Waldrop Engineering) to provide a variety of planning-related services for the airport. This work was led by RVi's Fort Myers office, and the Master Plan assignment was completed for \$36,000.

RVi completed a comprehensive land use study of the lands surrounding the Airglades Airport to identify appropriate land use patterns, intensities and densities, and provide a framework for future long-range planning efforts highlighting the County's key economic engine.

The project involved extensive public outreach, including a series of workshops to inform landowners, residents and stakeholders regarding the project. The project was completed within four months to comply with DEO grant deadlines, and on budget. RVi's study provided the County with three (3) land use scenarios to help guide future planning efforts, including Comprehensive Plan and LDC amendments.

## COMMUNITY-DRIVEN ECONOMIC & DISASTER RESILIENCY PLAN



City of LaBelle

LaBelle, FL

**DATE**

2019

**SCOPE**

Policy Planning  
 Long-Range Planning  
 Community Engagement

**REFERENCE**

Gary Hull  
 Superintendent of Public Works  
 City of LaBelle  
 863.673.0948  
 ghull@citylabelle.com

**PROJECT DESCRIPTION**

The City was awarded a Department of Economic Opportunity Grant to assist with the development of a community-driven economic development strategy that could build upon the local strengths and assets of the City. This work was led by RVi's Bonita Springs office, and the contract totaled \$42,000.

As the City Planners for LaBelle, RVi (formerly Waldrop Engineering) was tasked in the development of a comprehensive Community-Driven Economic Development Strategic Action Plan. This plan brought together information, resources and priorities that were not well-integrated in the City's existing plans and guiding documents.

The final report provided the following components:

- » A community vision relating to economic development;
- » Inventory of existing conditions, assets, tools & infrastructure, including an asset mapping report;
- » A summary of community-driven charette process and community feedback;
- » A detailed summary of prioritized strategies for economic development;
- » A timeline for action plan implementation;
- » Regional partnerships and collaborative efforts;
- » And process and procedure for plan updates.

The process involved extensive community outreach and stakeholder coordination, including community survey, as well as coordination with City staff and departments.

**GREATER PINE ISLAND COMMUNITY PLAN**



Lee County | Community Development Department

Lee County, FL

**SIZE**

~26,000 acres

**DATE**

2014 – Present

**SCOPE**

Land Use Planning  
 Data Collection & Analysis  
 Policy Formulation  
 LDC Drafting  
 Community Engagement  
 Public Hearing Representation

**PROJECT DESCRIPTION**

RVi (formerly Waldrop Engineering) was engaged by the Lee County Attorney’s Office and Community Development Department in 2014 for the preparation and processing of Lee Plan and Land Development Code (LDC) amendments relating to the Greater Pine Island Community Plan. This work was led by RVi’s Bonita Springs office.

Originally adopted in 2003, the Community Plan was subject to numerous Bert Harris actions and required evaluation and updating to address legal concerns from numerous parties. The solution also needed to balance the protection of private property rights with the community’s vision for environmental preservation, protection of rural character, and safe access to and from the island in the case of emergencies.

**REFERENCE**

Mikki Rozdolski  
 Manager, Community  
 Development Operations  
 Lee County  
 239.533.8309  
 mrozdolski@leegov.com

The resultant Comprehensive Plan and LDC amendments effectuated the desire of citizens to preserve Greater Pine Island’s unique coastal rural character, while minimizing legal liability results from the existing policies and land use regulations. While highly controversial at the project outset, the changes were ultimately supported by Pine Island residents and stakeholders, as well as the development community, upon a successful conclusion in 2016.

**CITY OF LABELLE ZONING ADMINISTRATION & REVIEW**



City of LaBelle

LaBelle, FL

**DATE**

2018 – Present

**SCOPE**

Comprehensive Plan  
 Amendment Application  
 Review  
 Rezoning Application Review  
 Site Development Plan Review  
 Special Exception, Variance &  
 Other Zoning Application  
 Review  
 Sign Permit Review  
 Expert Testimony

**PROJECT DESCRIPTION**

As City Planners for the City of LaBelle, RVi (formerly Waldrop Engineering) reviews and processes all planning and zoning applications submitted to the City. We also provide site plan/construction plan review support to ensure developments maintain consistency with the underlying zoning district standards, comprehensive plan and other supplementary land development code regulations. We are well informed of the local and state regulatory process, including coordination of DEO and state agency review for large-scale comprehensive plan amendments.

Our planners also serve as Planner-on-Call to address questions from applicants and the general public and schedule the pre-application meetings along with follow-up meeting notes to serve as the City’s formal guidance and facilitate the application review process. As staff planners, RVi provides presentations of all applications requiring public hearing to the City Commission and advisory boards. In this role, RVi has successfully worked through the Florida Land Use & Environmental Dispute Resolution Act (FLUEDRA) to avoid Bert Harris proceedings against the City.

**REFERENCE**

Gary Hull  
 Superintendent of Public Works  
 City of LaBelle  
 863.673.0948  
 ghull@citylabelle.com

RVi prides itself on its ability to provide cost effective planning services to meet gaps in local government’s staffing and provide excellent customer service. We particularly understand municipality’s tight budgets and constrained review time frames per changes to Florida Statutes.

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 1
<b>21. TITLE AND LOCATION (City and State)</b> City of Marco Island Comprehensive Plan Update Marco Island, FL		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES 2019 - 2021 CONSTRUCTION (If applicable)
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b> City of Marco Island	<b>b. POINT OF CONTACT</b> Daniel Smith, AICP, Director of Community Affairs	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> <a href="mailto:dsmith@cityofmarcoisland.com">dsmith@cityofmarcoisland.com</a> ; (239) 389-5021

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

RVi (formerly Waldrop Engineering), in conjunction with Florida Gulf Coast University, was selected by the City of Marco Island to conduct a full assessment and update of their Comprehensive Plan, which was last updated in 2009. RVi's Bonita Springs office served the client, and the contract value was approximately \$120,000.

The RVi team acted as lead consultant that prepared the Assessment Report outlining recommended policy updates to implement the City's vision, as well as changes required to comply with sweeping state legislative changes enacted over the past decade. The Assessment Report was completed within six months of contract execution, and within the original budget.

The RVi team also conducted a "virtual" town hall meeting with approximately 85 attendees and online survey to garner early input from the general public as part of the critical first phase of the project.

Following successful completion of the assessment, we prepared re-writes of all elements within the Comprehensive Plan to address the community vision, changes in demographics, and emerging redevelopment trends and growth pressures. The Comprehensive Plan was drafted, workshopped with the community, and ultimately adopted by Council within a 10-month timeframe.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME RVi Planning + Landscape Architecture	(2) FIRM LOCATION <i>(City and State)</i> Bonita Springs, FL	(3) ROLE Policy Planning (Municipal)

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 (City and State) City of Fort Myers Land Development Code Updates Fort Myers, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES 2017 - present CONSTRUCTION (If applicable)
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of Fort Myers	b. POINT OF CONTACT Steven Belden, Community Development Director	c. POINT OF CONTACT TELEPHONE NUMBER <a href="mailto:sbelden@cityftmyers.com">sbelden@cityftmyers.com</a> ; (239) 321-7902

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

RVi (formerly Waldrop Engineering) was contracted to amend seven (7) different chapters of the City of Fort Myers Land Development Code (LDC) since late 2017. The work has been led by our Fort Myers office, and the contract value has been approximately \$210,000.

These amendments include updates to implement “complete streets” provisions, landscape and corridor standards, modernization of parking regulations, and a total rewrite of the sign ordinance to bring it into legal compliance with recent court cases.

Most recently, RVi’s scope was further expanded to include updates to the Administrative Code, including consolidation of all boards and decision-making bodies, and a new Food Truck ordinance.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME RVi Planning + Landscape Architecture	(2) FIRM LOCATION <i>(City and State)</i> Fort Myers, FL	(3) ROLE Policy Planning (Municipal)

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 (City and State) City of Bonita Springs Evaluation & Appraisal Review; as well as EAR-based Amendments Bonita Springs, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016 - 2020	CONSTRUCTION (if applicable)
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of Bonita Springs	b. POINT OF CONTACT Arleen Hunter, City Manager	c. POINT OF CONTACT TELEPHONE NUMBER <a href="mailto:Arleen.hunter@cityofbonitasprings.org">Arleen.hunter@cityofbonitasprings.org</a> ; (239) 949-6262

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

RVi (formerly Waldrop Engineering) worked on a team with Florida Gulf Coast University to evaluate the City's Comprehensive Plan for a 2016 Evaluation & Appraisal Report (EAR). This work was conducted by our Bonita Springs office.

Our role focused on community facilitation at a series of workshops to gather public input, evaluation of state-required changes stemming from the Community Planning Act (HB 7207), and analysis of changes resulting from annexations.

Following that, the FGCU and RVi team have been working with the City on preparation of state-required and optional amendments to the Comprehensive Plan. Some of those elements were a result of the 2016 EAR.

The team has completed other elements as a result of the City's priorities for development. This includes two phases of state-required amendments, updates to coastal planning policies, and implementation of the Bonita Beach Road Corridor Visioning Study.

The team then helped to implement the vision for the City's downtown by rewriting the Future Land Use, Transportation and Housing elements. These amendments were completed by Spring 2020.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
	RVi Planning + Landscape Architecture	Bonita Springs, FL	Policy Planning & Land Use



<p>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></p>		<p>20. EXAMPLE PROJECT KEY NUMBER 4</p>
<p>21. TITLE AND LOCATION (City and State) Comprehensive Plan &amp; Land Development Code Updates Bonita Springs, FL</p>		<p>22. YEAR COMPLETED PROFESSIONAL SERVICES 2011 - 2018 CONSTRUCTION (If applicable)</p>
<p>23. PROJECT OWNER'S INFORMATION</p>		
<p>a. PROJECT OWNER City of Bonita Springs</p>	<p>b. POINT OF CONTACT Arleen Hunter, City Manager</p>	<p>c. POINT OF CONTACT TELEPHONE NUMBER <a href="mailto:Arleen.hunter@cityofbonitasprings.org">Arleen.hunter@cityofbonitasprings.org</a>; (239) 949-6262</p>

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

RVi (formerly Waldrop Engineering) has worked with the City of Bonita Springs since 2012 on a variety of projects aimed at updating the Comprehensive Plan and Land Development Code to reflect the City’s vision for growth. This work was led by our Bonita Springs office.

Work has included drafting and processing amendments to address strategic initiatives for beautification of main corridors, heightened design standards for intensive uses, and general amendments to facilitate implementation of the code’s intent, where Staff identified ambiguity in the existing regulations.

Our team also successfully implemented supplementary standards for auto-oriented uses, such as car washes and service stations, “big box” retail, social services, “homeless shelters,” and development standards for the US 41 Redevelopment Overlay District to guide future growth along the corridor. These efforts included form-based code graphics, explanatory figures and vignettes, and site planning depictions to fully explain the language’s intent.

<p>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</p>		
<p>a. (1) FIRM NAME RVi Planning + Landscape Architecture</p>	<p>(2) FIRM LOCATION <i>(City and State)</i> Bonita Springs, FL</p>	<p>(3) ROLE Policy Planning &amp; Land Use</p>

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	<b>20. EXAMPLE PROJECT KEY NUMBER</b> 5
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<b>21. TITLE AND LOCATION (City and State)</b> Montura Estates Community Plan & Comprehensive Plan Update Clewiston, FL (Hendry County)	<b>22. YEAR COMPLETED</b> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES 2019 - 2021</td> <td style="width: 50%;">CONSTRUCTION (If applicable)</td> </tr> </table>	PROFESSIONAL SERVICES 2019 - 2021	CONSTRUCTION (If applicable)
PROFESSIONAL SERVICES 2019 - 2021	CONSTRUCTION (If applicable)		

**23. PROJECT OWNER'S INFORMATION**

<b>a. PROJECT OWNER</b> Hendry County and Central County Water Control District	<b>b. POINT OF CONTACT</b> Margaret Emblidge, Community Development Director	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> <a href="mailto:memblidge@hendryfla.net">memblidge@hendryfla.net</a> ; (863) 612-4752
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** *(Include scope, size, and cost)*

The County engaged RVi (then Waldrop Engineering) to assist in the development of Comprehensive Plan and Land Development Code (LDC) amendments for the 17-square-mile, pre-platted Montura Ranch Estates community in north-central Hendry County. The work was led by RVi's Fort Myers office.

The purpose of the County-funded study was to improve land use regulations within the community, support and protect the rural character of the area, identify and make allowances for land uses essential for the long-term viability of the community, and ensure that long-term build-out occurs in a manner that protects public health, safety and welfare.

The process involved the preparation and execution of an assessment report, policy and code recommendations, and a robust community outreach plan, including a series of outreach meetings, charettes and a community-wide planning survey. The written Comprehensive Plan and LDC amendments were adopted in the fall of 2021.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	<b>(1) FIRM NAME</b> RVi Planning + Landscape Architecture	<b>(2) FIRM LOCATION (City and State)</b> Fort Myers, FL	<b>(3) ROLE</b> Planning & Land Use Policy
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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 6
<b>21. TITLE AND LOCATION (City and State)</b> Hendry County Comprehensive Plan & Land Development Code Amendments Hendry County, FL		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES 2018 - present CONSTRUCTION (If applicable)
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b> Hendry County	<b>b. POINT OF CONTACT</b> Margaret Emblidge, Community Development Director	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> <a href="mailto:memblidge@hendryfla.net">memblidge@hendryfla.net</a> ; (863) 612-4752

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

Since 2018, Hendry County has contracted with RVi (formerly Waldrop Engineering) to update, rewrite and amend various Comprehensive Plan and Land Development Code (LDC) elements to address specific issues, modernize code, improve processes and secure better long-term results of future development. The work was led by RVi's Fort Myers office.

In 2019, the RVi team rewrote the Sign Ordinance to create a legally defensible, clear and easily administered code that is simple to use. In 2020, our team completed the adoption of a SR 80 Overlay, Affordable Housing/Bonus Density LDC and Comprehensive Plan amendments, Commercial Vehicles ordinance, Planned Unit Development process overhaul, and parking landscaping and lighting code amendments.

RVi has been responsible for writing, coordinating with County staff, presenting to stakeholders and completing the adoption process.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a.	(1) FIRM NAME RVi Planning + Landscape Architecture	(2) FIRM LOCATION <i>(City and State)</i> Fort Myers, FL
		(3) ROLE Policy Planning & Land Use

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 7
<b>21. TITLE AND LOCATION (City and State)</b> Airglades Airport Land Use Study & Master Plan Clewiston, FL (Hendry County)		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES: 2017 CONSTRUCTION (If applicable):
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b> Hendry County	<b>b. POINT OF CONTACT</b> Margaret Emblidge, Community Development Director	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> <a href="mailto:memblidge@hendryfla.net">memblidge@hendryfla.net</a> ; (863) 612-4752

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

The County selected RVi (formerly Waldrop Engineering) to provide a variety of planning-related services for this airport. This work was led by RVi's Fort Myers office, and the Master Plan assignment was completed for \$36,000.

RVi completed a comprehensive land use study of the lands surrounding the Airglades Airport to identify appropriate land use patterns, intensities and densities, and provide a framework for future long-range planning efforts highlighting the County's key economic engine.

The project involved extensive public outreach, including a series of workshops to inform landowners, residents and stakeholders regarding the project. The project was completed within four months to comply with DEO grant deadlines, and on budget. RVi's study provided the County with three (3) land use scenarios to help guide future planning efforts, including Comprehensive Plan and LDC amendments.

<b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b>			
<b>a.</b>	<b>(1) FIRM NAME</b> RVi Planning + Landscape Architecture	<b>(2) FIRM LOCATION (City and State)</b> Fort Myers, FL	<b>(3) ROLE</b> Policy Planning & Land Use

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 (City and State) Community-Driven Economic & Disaster Resiliency Plan LaBelle, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES 2019 CONSTRUCTION (If applicable)
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of LaBelle	b. POINT OF CONTACT Gary Hull, Superintendent of Public Works	c. POINT OF CONTACT TELEPHONE NUMBER <a href="mailto:ghull@citylabelle.com">ghull@citylabelle.com</a> ; (863) 673-0948

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

The City was awarded a Department of Economic Opportunity Grant to assist with the development of a community-driven economic development strategy that could build upon the local strengths and assets of the City. This work was led by RVi's Bonita Springs office, and the contract totaled \$42,000.

As the City Planners for LaBelle, RVi (formerly Waldrop Engineering) was tasked in the development of a comprehensive Community-Driven Economic Development Strategic Action Plan. This plan brought together information, resources and priorities that were not well-integrated in the City's existing plans and guiding documents.

The final report provided the following components:

- a community vision relating to economic development;
- inventory of existing conditions, assets, tools & infrastructure, including an asset mapping report;
- a summary of community-driven charette process and community feedback;
- a detailed summary of prioritized strategies for economic development;
- a timeline for action plan implementation;
- regional partnerships and collaborative efforts;
- and process and procedure for plan updates.

The process involved extensive community outreach and stakeholder coordination, including community survey, as well as coordination with City staff and departments.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME RVi Planning + Landscape Architecture	(2) FIRM LOCATION <i>(City and State)</i> Bonita Springs, FL	(3) ROLE Public Policy & Long-Range Planning

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 9
<b>21. TITLE AND LOCATION (City and State)</b> Greater Pine Island Community Plan Update Lee County, FL		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES 2014 - 2016 CONSTRUCTION (If applicable)
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b> Lee County	<b>b. POINT OF CONTACT</b> Mikki Rozdolski, Planning Manager	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> <a href="mailto:mrozdolski@leegov.com">mrozdolski@leegov.com</a> ; (239) 533-8309

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

RVi (formerly Waldrop Engineering) was engaged by the Lee County Attorney's Office and Community Development Department in 2014 for the preparation and processing of Lee Plan and Land Development Code (LDC) amendments relating to the Greater Pine Island Community Plan. This work was led by RVi's Bonita Springs office.

Originally adopted in 2003, the Community Plan was subject to numerous Bert Harris actions and required evaluation and updating to address legal concerns from numerous parties. The solution also needed to balance the protection of private property rights with the community's vision for environmental preservation, protection of rural character, and safe access to and from the island in the case of emergencies.

The resultant Comprehensive Plan and LDC amendments effectuated the desire of citizens to preserve Greater Pine Island's unique coastal rural character, while minimizing legal liability results from the existing policies and land use regulations. While highly controversial at the project outset, the changes were ultimately supported by Pine Island residents and stakeholders, as well as the development community, upon a successful conclusion in 2016.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME RVi Planning + Landscape Architecture	(2) FIRM LOCATION <i>(City and State)</i> Bonita Springs, FL	(3) ROLE Policy Planning & Land Use

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 (City and State) City of LaBelle Zoning Administration & Review LaBelle, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES 2018 – Present CONSTRUCTION (If applicable)
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of LaBelle	b. POINT OF CONTACT Gary Hull, Superintendent of Public Works	c. POINT OF CONTACT TELEPHONE NUMBER <a href="mailto:ghull@citylabelle.com">ghull@citylabelle.com</a> ; (863) 673-0948

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*  
 As City Planners for the City of LaBelle, RVi (formerly Waldrop Engineering) reviews and processes all planning and zoning applications submitted to the City. We also provide site plan/construction plan review support to ensure developments maintain consistency with the underlying zoning district standards, comprehensive plan and other supplementary land development code regulations. We are well informed of the local and state regulatory process, including coordination of DEO and state agency review for large-scale comprehensive plan amendments.

Our planners also serve as Planner-on-Call to address questions from applicants and the general public and schedule the pre-application meetings along with follow-up meeting notes to serve as the City's formal guidance and facilitate the application review process. As staff planners, RVi provides presentations of all applications requiring public hearing to the City Commission and advisory boards. In this role, RVi has successfully worked through the Florida Land Use & Environmental Dispute Resolution Act (FLUEDRA) to avoid Bert Harris proceedings against the City.

RVi prides itself on its ability to provide cost effective planning services to meet gaps in local government's staffing and provide excellent customer service. We particularly understand municipality's tight budgets and constrained review time frames per changes to Florida Statutes.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME RVi Planning + Landscape Architecture	(2) FIRM LOCATION <i>(City and State)</i> Bonita Springs, FL	(3) ROLE Planning & Application Review

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 (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
Alexis Crespo, AICP	Vice President of Planning Principal-in -Charge	X	X	X	X	X	X	X	X	X	X
Claudia Ray	Director of Urban Design Urban Design, Community Engagement										
Jeff Shrum, AICP	Director of Planning-Sarasota Policy, Site & Master Planning										
Fred Drovdic, AICP	Director of Planning-Fort Myers Policy, Site & Master Planning	X	X			X	X		X		
Rhea Lopes	Project Manager Client Manager										
Patrick Murray	Planner, GIS Analyst						X				X

29. EXAMPLE PROJECTS KEY

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Marco Island Comprehensive Plan Update	6	Hendry County Comprehensive Plan & LDC Amendments
2	Fort Myers Land Development Code Update	7	Airglades Airport Land Use Study & Master Plan
3	Bonita Springs Evaluation & Appraisal Review & Amendments	8	Community-Driven Economic & Disaster Resiliency Plan
4	Bonita Springs Comprehensive Plan & LDC Amendments	9	Greater Pine Island Community Plan
5	Montura Estates Community Plan & Comp Plan Update	10	City of LaBelle Zoning Administration & Review



TAB 5

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# MANAGEMENT APPROACH & PROJECT CONTROL

## SUBMITTAL MANAGEMENT & PERSONNEL RESOURCE ALLOCATION

### SUBMITTAL MANAGEMENT IN REGARD TO CONTRACTUAL REQUIREMENTS

RVi has 40 years of experience providing planning, landscape architecture and urban design services. We employ a host of cost and quality control measures that ensure design and construction numbers are kept in check. We maintain a database of construction costs and have strong working relationships with local contractors with whom we routinely verify current cost information. Together, our team has worked on dozens of similar projects and has a firm understanding of what it takes to deliver a successful design that meets your goals for budget, quality and schedule.

We develop a Resource Allocation Plan for each of our projects, designating the phases of services to be performed within a set time period. This plan includes the work of sub-consultants which are included in this submittal and the Master Agreement (if applicable). Prior to beginning work on any assignment, a Notice to Proceed must be issued by the City and the Quality Control Plan is formulated by the Project Manager. As a part of the Quality Control Plan, we designate a staff member that is not involved in the day-to-day project tasks to review the work at intervals during the design phase, reconcile scope and budget, and perform constructibility reviews to ensure the project is cost-effective, implementable and maintainable. The Quality Control Plan also specifies required documentation and schedules for submittals to the City and how measures will be tracked to avoid project delays.

Below is our Personnel Resource Allocation Chart showcasing man-hours committed to existing projects and estimated man-hours allocated to this project on a weekly basis.

- AVERAGE HOURS PER WEEK-

TEAM MEMBER	PROJECT ROLE	MAN-HOURS COMMITTED TO EXISTING PROJECTS	ESTIMATED MAN-HOURS ALLOCATED TO THIS PROJECT
Alexis Crespo, AICP, LEED AP	Project Principal	20 hours	20 hours
Rhea Lopes	Client Manager	20 hours	20 hours
Claudia Ray	Urban Design, Community Engagement	25 hours	15 hours
Jeff Shrum, AICP	Site, Policy & Master Planning	25 hours	15 hours
Fred Drovdlc, AICP	Site, Policy & Master Planning	30 hours	10 hours
Patrick Murray	Planner   GIS Analyst	25 hours	15 hours

## PROJECT MANAGEMENT & CONTROL CAPABILITIES

### SETTING PROJECTS UP FOR SUCCESS

Our process and management approach are both collaborative and directed. At RVi, we have a deep understanding of planning, design and construction best practices, allowing us to effectively evaluate and monitor all aspects of the development process. We are highly responsive and committed to building long-lasting relationships by providing a level of customer service that is unmatched in our industry. When working with local governments, our goal is to be a natural extension of staff and become a valuable resource regarding tough issues. We accomplish this by providing a team who possess a deep skillset, unmatched local expertise, and the unique ability to take complex projects and design issues and implement creative solutions with end-result consideration, in an efficient, cost-effective manner.

Currently, this relationship dynamic is being demonstrated through our work with the City of LaBelle. Since 2018, RVi (formerly Waldrop Engineering) has been serving as their City Planners and Planner-on-Call, providing services such as planning and zoning application review, site plan/construction plan review, pre-application assistance and meeting scheduling for the general public, and presentations of all applications requiring public hearing to the City Commission and advisory boards.

In addition to bringing a wide-breadth of experience and expertise, we understand the importance of meeting budgets and deadlines, especially for local governments which are bound by regulatory constraints, such as those associated with annual budgets, public advertisement and notification deadlines, legal and interdepartmental coordination, and statutory state and federal review requirements. We continue to build an exceptional record of serving local governments in a timely and efficient manner, where deadlines are always met, and supplementing their existing in-house expertise with an additional layer of flexibility and specialized knowledge.

### PROJECT MANAGEMENT APPROACH

Effective and open communication between the entire consultant team and client is key to a project’s success. RVi embraces the role of project management and we’re often the catalyst of communication between a multi-disciplinary team. Due to our holistic and cross-discipline approach, we leverage our role and take carriage of coordination of not only our individual and internal tasks, but also adjacent external tasks that ultimately impact the delivery and success of the project.

We also make use of and have experience with various cloud-based, centralized file sharing and document control services. Our typical approach to project management consists of the following key components:

- » Single point of contact assigned
- » Initiation of Resource Allocation Plan & Quality Control Plan, consisting of:
  1. Client Manager receives Notice to Proceed and responds immediately to the City
  2. Initial consultant team meeting held to review, discuss and strategize project scope and goals
  3. Task assignments identified
  4. Project kickoff coordinated with City staff and key team members
  5. Creation of shared, detailed schedule featuring intermediate, recurring and final deliverables
- » Cloud-based project file sharing and document control services (NewForma, DropBox, Google Drive, BIM360)
- » Availability and proficiency with remote meeting software (Microsoft Teams, Zoom, GoToMeeting)
- » Regular client/consultant team meetings backed by meeting minutes and corresponding action items
- » Ongoing task and action item assignment tracking and status updates (DeltekVision)
- » Two-part internal QA/QC review process prior to any submittal

### QUALITY ASSURANCE

RVi has an established internal QA/QC review process which has been developed specifically for the purposes of ensuring adherence to established project goals and procedures, providing a framework for continuous improvement in our planning process and overall end product.

Our QA/QC review process contains two formal sections:

- » **PART I: Project Administration**
- » **PART II: Project Review Guidelines**

**PART I** ensures that the project is properly set up in our internal systems, that all project team members and administrative staff are informed of the project schedule and budgetary requirements, that the work plan is updated monthly (at a minimum), and that the project is properly documented and closed out upon completion.

## PROJECT MANAGEMENT & CONTROL CAPABILITIES

**PART II** provides guidelines that are aligned with each phase of the project development, and are intended to direct the review process in a chronological sequence. This process entails multiple stages of review by assigned staff and management at progressively heightened levels of experience and role.

To start, the assigned Production Staff Leader will review all deliverables for technical accuracy prior to submittal. Following production review, the Project Manager is responsible for reviewing all project progress and deliverables, and for completing the checklist at the completion of each project phase.

Then, the completed, signed, and dated form is to be returned to the Director of Operations and Principal-in-Charge for final review and approval.

In addition to diligent project management and communication, RVi takes pride in providing clear and accurate deliverables that offer tangible solutions our clients can act upon. Throughout the planning process, and at each submittal phase, we will run our documents through our rigorous QA/QC system.

### STAFF LOCATION & CURRENT WORKLOAD

The RVi team is experienced, diverse, and passionate about planning and design work. Our team and extended staff have diverse backgrounds and many years of experience, meaning we can assign the most suited individuals to our projects and bring in fresh perspectives for reviews and critiques as needed. RVi has a solid team of qualified planners who are excited about the prospect of collaborating with the City of North Port. Each team member stands ready to begin work immediately, devoting the necessary amount of time and resources to its success.

The work on this project will be performed out of RVi's Sarasota office, located at 551 North Cattlemen Road, Suite 304, Sarasota, Florida 34232. Our team has a strong track record of providing prompt service, and will be able to ensure continuity, quality and continued expertise for the City of North Port. With additional offices in Bonita Springs, Fort Myers, Orlando and Tampa, Florida, as well as Austin, Texas; Tempe, Arizona; and, Asheville, North Carolina, we are able to leverage the combined expertise of our team members from across the country bringing decades of experience to each project.

In addition, RVi is partly owned by our equity partner Atwell, LLC, the civil engineering sub-consultant on this endeavor. Atwell works out of the same location as our Sarasota staff, bringing the full depth of our team under one roof.

The following is a representation of our current project workload:

WORKLOAD	ESTIMATED COMPLETION
Sanctuary Cove	Q3 2022
Harborview	Q4 2022
City of LaBelle Planning Services	Ongoing
Hendry County Comprehensive Plan Rewrite	Q4 2022
Bella Via	Q2 2022
Artisan Lakes	Q3 2022

## OUR PLANNING PROCESS & CAPABILITIES

Planning and designing successful projects requires an understanding of how people truly use outdoor spaces, a thorough knowledge of the environment, a timely and creative project team, and exceptional communication among stakeholders. RVi has provided master planning and site design services to a wide range of counties, municipalities and government agencies across the United States. Our experience in master plan development ranges from neighborhoods and corridors, to comprehensive plans as well as niche CRA and downtown plans. We often work hand-in-hand with our clients and stakeholders to identify the challenges and opportunities at stake, creating a vision statement and set of guiding principles to drive the overall plan.

### 1 COLLABORATION & PROJECT ORGANIZATION

RVi is well-known for our ability to integrate and synthesize holistic outcomes in our planning and design work. This comes from our capacity to engage and listen to community concerns, and translate those ideas into meaningful, visionary and unique solutions. This is done through a process of collaboration and integration where we work with partners and other experts to develop and refine solutions. We take pride in these collaborative partnerships, many of which have spanned several years.

We initiate all projects with a kickoff meeting with the intent of establishing a collaborative relationship amongst all stakeholders. This allows everyone to move forward with a common understanding of the project goals. The meeting agenda may include establishing communication protocols, design parameters, team responsibilities, project schedule, budget and project approach.

### 2 EXISTING CONDITIONS, SITE ANALYSIS & DATA COLLECTION

Understanding of the site and the regulatory processes are critical to project success. Site context and analysis includes conducting detailed inventories and assessments of existing conditions of the study area, establishing a comprehensive understanding of all previous planning efforts. This data analysis can then be used to document change, identify key challenges, find patterns of disinvestment and discover areas of opportunity and unmet potential.

Our findings are developed into an Existing Conditions summary that establishes the foundation for a solid data-driven planning process, rooted in a quantitative understanding of the community's conditions and issues. This framework helps inform the strategies, actions and design of the plan, and can include land use, zoning, transportation, environmental, sustainability, public realm and infrastructure elements.



Scan or click the QR code above to view an in depth look at the capabilities and functions available through our use of ArcGIS StoryMaps.

RVi also has the capability of creating and hosting a web-based StoryMap through the ArcGIS suite, where we can map, analyze and showcase demographics and elements of the built environment such as zoning, transportation, topography, open space, utilities and infrastructure. StoryMaps can include virtual site visits, aerial imagery, interactive web mapping, site analysis, terrain modeling, 3D visualizations and marketing graphics.

### 3 SITE PLANNING & CATALYTIC SITES

This phase includes the development of an overall, preliminary site plan that is supported by drawings illustrating the general scope, scale and relationship of the project's primary components. We also work to determine the necessary amounts and types of development, if any, that are best suited for the site. This process takes into consideration current economic factors such as price and absorption, physical constraints, access and connectivity, heritage, environmental constraints, existing infrastructure, density, use and future character. We'll often zoom in on areas of interest, identified as potential catalytic sites, and provide additional design and rough cost estimates regarding public realm and infrastructure improvements.

## OUR PLANNING PROCESS & CAPABILITIES CONT.

### 4 OUTREACH, EXPLORATION, TESTING & RECOMMENDATIONS

Outreach represents one of the most critical steps within the planning process, and a specific public input process will be defined for the project to ensure that everyone is heard. We will work closely with the City and key stakeholders to explore trends, test ideas and strategize at a conceptual level in order to create a solid vision and framework.

These exploration strategies may take the form of in-house and/or virtual workshops, one-on-one meetings with key stakeholders or socially-distanced open houses. We will work together to build trust with the City by implementing early and continuous community outreach, applying the following guidelines to every stage of the project:

- » **Be Thorough & Responsive** – Identify stakeholders and go to where they are.
- » **Be Transparent** – Clearly articulate and explain the decision-making process to the public, so they understand that priorities are set based on facts and a thoughtful process including technical studies, available capital, feasibility, etc.
- » **Be Consistent** – Provide updates on a regular basis to keep the public informed, mitigating surprises and flare ups.

After careful testing and exploration, preliminary recommendations are developed and subsequently refined through direct feedback from the City, plan partners and/or other key stakeholders. Project recommendations will be tailored to fit the specific challenges being addressed and may include design solutions, strategies, identification of any required regulatory changes, potential funding mechanisms and identification of strategic partners to help initiate projects and execute the plan. These principals allows for the establishment of a planning and code-based framework that is uniquely crafted to the project and both retains and promotes the character of a community.

### 5 VISIONING & DESIGN GUIDELINES

Following the data collection and initial outreach phases of the project, the planning team will prepare and present a visioning document or set of preliminary urban design guidelines.

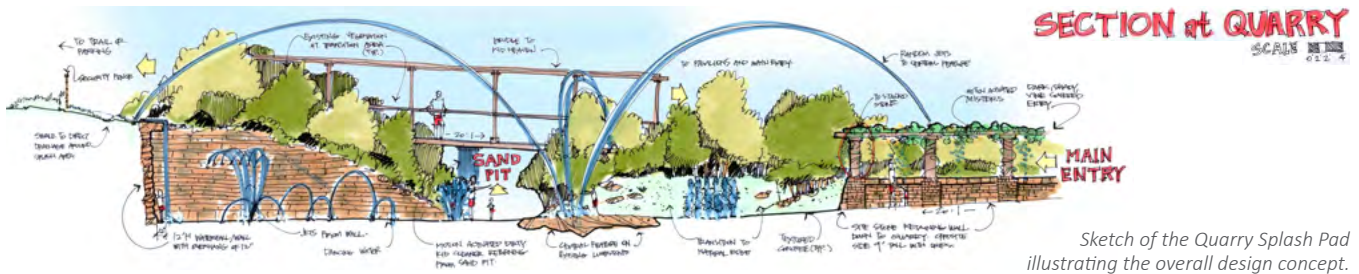
This document illustrates the mission, vision and goals for the project as well as describes the built form, public realm and landscape character guiding the overall plan. Guidelines can include identifying critical build-to and set-back lines, building heights, gateways, landmarks, planting and material palettes, and site furnishings.

### 6 DOCUMENTATION & PLAN ILLUSTRATIONS

The above steps culminate in the production of a preliminary illustrative master plan featuring all comprehensive data, analysis, stakeholder input and visioning elements. The preliminary master plan is then submitted for review to the City and key stakeholders. Based on feedback, a final master plan will be prepared that represents the general consensus of the project vision and includes viable and strategic implementation strategies. It will embody elements that celebrate the project's character and heritage, as well as promote design attributes that establish a unique and innovative project identity.

Upon completion of the master plan, the project team will work closely with the City to define next steps and provide guidance for implementation. These steps can include discussions pertaining to specific programming efforts, action plans and frameworks, as well as defining strategies for necessary public/private financing and infrastructure phasing.

We believe that graphics and strong visual and oral communication are critical to eliciting proper feedback. This not only helps get stakeholders excited about the project, but results in plans that are more easily adopted, understood, championed and implemented.



Sketch of the Quarry Splash Pad illustrating the overall design concept.

TAB 6

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# REFERENCES

## REFERENCES

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1

### CITY OF LABELLE

GARY HULL • Superintendent of Public Works  
ghull@citylabelle.com • 863.673.0948

481 W. Hickpochee Avenue • LaBelle, FL 33935 • 863.673.0948

#### RELEVANT PROJECT

Community-Driven Economic & Disaster Resiliency Plan

#### CONTRACT VALUE

\$42,000

#### DISCIPLINE

Surveyor/Engineer

#### CONTRACT DURATION

2018 – Present

#### TYPE OF SERVICES PROVIDED

Miscellaneous planning services

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2

### CITY OF FORT MYERS

STEVEN BELDEN, AICP • Community Development Director  
sbelden@cityftmyers.com • 239.321.7902

1825 Hendry Street, Suite 101 • Fort Myers, FL 33901 • 239.321.7902

#### RELEVANT PROJECT

City of Fort Myers Land Development Code Updates

#### CONTRACT VALUE

\$210,000

#### DISCIPLINE

Planner

#### CONTRACT DURATION

2018 – Present

#### TYPE OF SERVICES PROVIDED

Miscellaneous planning services  
(LDC Rewrite/Amendments)

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3

### CITY OF MARCO ISLAND

DAN SMITH • Director of Community Affairs  
dsmith@cityofmarcoisland.com • 239.398.5021

50 Bald Eagle Drive • Marco Island, FL 34145 • 239.398.5021

#### RELEVANT PROJECT

City of Marco Island Comprehensive Plan Update

#### CONTRACT VALUE

\$120,000

#### DISCIPLINE

Planner

#### CONTRACT DURATION

2019 – 2021

#### TYPE OF SERVICES PROVIDED

Comprehensive Plan Update/Rewrite &  
Community Engagement/Public Outreach



**REFERENCES CONT.**

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4

**HENDRY COUNTY**

MARGARET EMBLIDGE, AICP  
 margaret.emblidge@hendryfla.net • 863.612.4752  
 640 S. Main Street • LaBelle, FL 33975 • 863.612.4752

**RELEVANT PROJECT**

Airglades Airport Land Use Study & Master Plan

**CONTRACT VALUE**

\$36,000

**DISCIPLINE**

Planner

**CONTRACT DURATION**

2018 – Present

**TYPE OF SERVICES PROVIDED**

Miscellaneous planning services (LDC & Comprehensive Plan Amendments, Land Use Studies)

5

**CITY OF BONITA SPRINGS**

ARLEEN HUNTER, AICP • City Manager  
 arleen.hunter@cityofbonitasprings.org • 239.949.6260  
 9101 Bonita Beach Road • Bonita Springs, FL 34135 • 239.949.6260

**RELEVANT PROJECT**

City of Bonita Springs Evaluation & Appraisal Review

**CONTRACT VALUE**

\$96,000

**DISCIPLINE**

Planner

**CONTRACT DURATION**

2011 – 2018

**TYPE OF SERVICES PROVIDED**

Miscellaneous planning services (LDC & Comprehensive Plan Amendments, EAR)

6

**LEE COUNTY**

MIKKI ROZDOLSKI • Manager, Community Development Operations  
 mrozdolski@leegov.com • 239.533.8309  
 1500 Monroe Street • Fort Myers, FL 33901 • 239.533.8585

**RELEVANT PROJECT**

Greater Pine Island Community Plan Update

**CONTRACT VALUE**

\$85,000

**DISCIPLINE**

Planner

**CONTRACT DURATION**

2014 – Present

**TYPE OF SERVICES PROVIDED**

Miscellaneous planning services (Comprehensive Plan & LDC Amendments, Community Plan)

TAB 7

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# LITIGATION & INSURANCE

## LITIGATION & INSURANCE

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RVI Planning + Landscape Architecture hereby certifies that the firm **does not** have any litigation, arbitration, or mediation currently, or within the last five years, in place relative to providing services requested in this Request for Proposal. There are also no outstanding judgments pending against RVI.

There are no criminal convictions and/or convictions against the firm or its principals, nor has RVI ever been disbarred or suspended from bidding on a procurement project by any municipality.

Please reference the following page for our sample Certificate of Insurance (COI).

**RVI SAMPLE COI**



**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
1/21/2022

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> IMA, Inc. - Wichita Division PO Box 2992 Wichita KS 67201		<b>CONTACT NAME:</b> IMA Wichita Team <b>PHONE (A/C, No, Ext):</b> 316-267-9221 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> certs@imacorp.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Old Republic Insurance Company	
		<b>INSURER B:</b> The Continental Insurance Company	
		<b>INSURER C:</b> National Fire & Marine Insurance Company	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 382611680      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual <input checked="" type="checkbox"/> XCU GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:		MWZY31246021	3/1/2021	3/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 Proj/Loc Aggregate \$ 5,000,000
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		MWTB31245921	3/1/2021	3/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		CUE6011536932	3/1/2021	3/1/2022	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	MWC31246121	3/1/2021	3/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional/Pollution Liability		42EPP30381305	3/1/2021	3/1/2022	Per Claim \$10,000,000 Aggregate \$10,000,000 Per Claim Retention \$350,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Workers Compensation does not include Ohio statutory coverage. Employers Liability limits include Stop Gap Coverage for the State of Ohio, subject to the policy terms and conditions.  
 Workers Compensation coverage applies for the state of California, subject to the policy terms, conditions, limitations or exclusions.

RE: Project #123 (10/01/2020 - 11/01/21).  
 The City of St. Cloud is included as Additional Insured on the General Liability and Automobile Liability Policies, if required by written contract or agreement, subject to the policy terms and conditions.

<b>CERTIFICATE HOLDER</b>  City of North Port ATTN: Finance Department/Purchasing Division 4970 City Hall Boulevard, Suite 337 North Port, FL 34286	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

TAB 8

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# ADDITIONAL INFORMATION

8

Additional Information

## ADDITIONAL INFORMATION – DIGITAL INNOVATION SERVICES

### RVI IS PLEASED TO INTRODUCE OUR DIRECTOR OF DIGITAL INNOVATION, RUSSELL THOMMAN, PLA.



A licensed landscape architect with a background in planning and design, Russell has focused his professional career on the development of digital visualization solutions that improve project team communication and design decision-making.

People respond to projects that draw them in and tell a story. Russell is integrating digital visualization services into our design practice with the goal of better serving our clients through more informed design, as well as increased efficiency, transparency, and quality control.

Russell’s unique experience and knowledge base may benefit the team in the form of aerial mapping, virtual site visits, 360° drone and aerial photography, contextual modeling, generative design and advanced spatial analysis for complex projects, GIS data management, 3D coordination and Building Information Modeling (BIM), video, virtual reality, and much more.



### VIRTUAL SITE VISITS

On our Brushy Creek Regional Trail project, Russell was able to create a virtual site visit during construction to provide the current site constraints to the multiple design team members in order to better facilitate the installation of a bridge crossing, saving valuable field time and client dollars.

**To view the Virtual Site Visit:**

**Scan the QR code above or visit <https://tinyurl.com/y68hxvu9>**

### 3D VISUALIZATION AS A DESIGN TOOL

For us, digital visualization isn’t always about creating a polished marketing graphic. We are using Lumion as part of our design process to help make more informed design decisions. In the example below, we used the model of the Mueller Southeast Greenway to test the planned layout of the park. Our design coordination model is working to actively coordinate the combined grading plans of the civil engineering, landscape architecture, and action sports teams. The approach allows our design team and the client stakeholder group to clearly visualize the proposed design, helping to frame sight lines, adjust wall heights, and analyze safety concerns.



**MUELLER  
SOUTHEAST  
GREENWAY**



Scan or Click the QR code below to view the rendered flythrough.



## ADDITIONAL INFORMATION – DIGITAL INNOVATION SERVICES CONT.



### AERIAL IMAGERY, GIS & BASEMAPPING

Nothing tells the story of a site quite like a photograph. Whether you need to understand the surrounding context or see what the view will be like from a certain perspective, RVi has you covered with aerial imagery that will give you a deeper understanding of your project. Using drones, 360° photography and GIS Spatial Analysis, RVi is able to capture perspectives that are not only helpful in orienting clients and team members to a site, but are also vital in studying the local environment and its conditions.

At RVi, we have the power to create up to 1" resolution aerial maps that are optimized for web view and incorporate CAD and GIS data to represent parcels, floodplain, topography and/or proposed design. This not only allows us to make better informed decisions in the field, but can also serve as an initial planning tool.

**To view the full interactive Basemap for Beverly S. Sheffield NW District Park:**

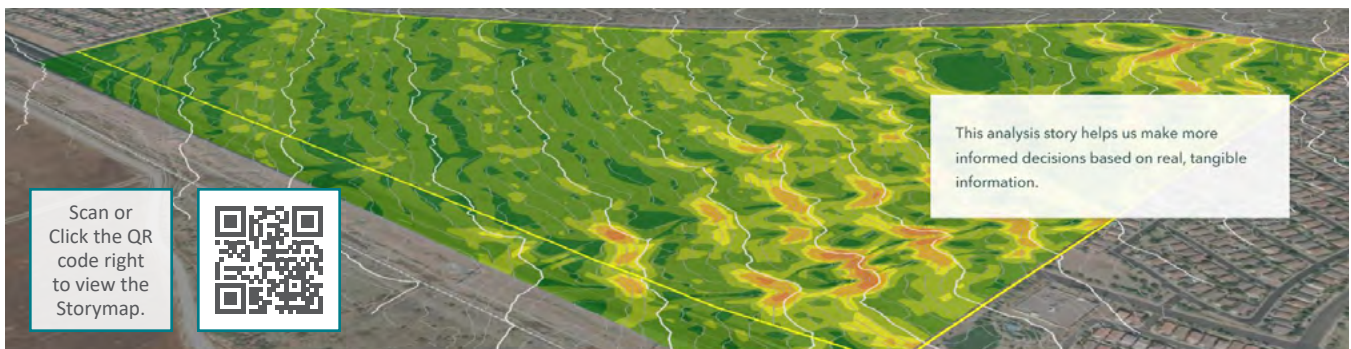
**Scan the QR code above or visit <https://tinyurl.com/yt9medsp>**

### STORYMAPPING

RVi utilizes the full suite provided by ArcGIS in order to "story" our projects through authoring a web-based application that enables us to share our data in the context of narrative text and other multimedia content. The results of these stories can be found in more efficient and effective communication, better informed design decisions, and fewer errors made in the field. As the next-generation storytelling tool in ArcGIS, we've utilize them to showcase everything from virtual site visits, aerial mapping and photography, massing models, interactive web mapping, site analysis, conceptual renderings, marketing imagery, and virtual reality.

**To get an in depth look of our Digital Innovation StoryMap:**

**Scan the QR code below or visit <https://arcg.is/45CLC>**



H. ADDITIONAL INFORMATION

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

RVi Planning + Landscape Architecture is including further information regarding our Digital Innovation Services. These services have proven vital to our clients, with the results being found in more efficient and effective communication, better informed design decisions, and fewer errors made in the field. They also allow us the ability to provide complex data in a simple way and gives our teams the top-line information they need to make quick decisions all while still having the granular data to back it up.

While not listed among the RVi team members in this submittal, Russell Thomman, PLA leads our digital innovation efforts as Director of Digital Innovation for RVi. He is based out of our main headquarters in Austin, Texas and has assisted on projects throughout the United States in conjunction with our nationwide offices.

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

31. SIGNATURE 

32. DATE  
February 11, 2022

33. NAME AND TITLE  
Alexis Crespo, AICP – Vice President of Planning



TAB 9

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# SUBMISSION REQUIREMENTS & REQUIRED SUBMITTAL FORMS

REQUEST FOR PROPOSAL NO. 2022-13  
GENERAL PLANNING SERVICES

**TAB 9 – SUBMISSION REQUIREMENTS AND REQUIRED SUBMITTAL FORMS:** This checklist is provided to assist each Proposer in the preparation of their response. Included in this checklist are important requirements, which is the responsibility of each Proposer to submit with their response in order to make their response fully compliant. This checklist is a guideline which is to be executed and submitted with the required forms. It is the responsibility of each Proposer to read and comply with the solicitation in its entirety.

**A. SUBMITTAL REQUIREMENTS**

- 1. **NUMBER OF PAGES:** The proposal **shall not exceed (50) pages (one-sided) or (25) pages (two-sided) in length. (The Title Page, Table of Contents, City Required Forms, 330 Forms and tabs do not count towards the TOTAL NUMBER OF PAGES).**
  - 1.1 When compiling a response, sections should be tabbed and labeled; pages should be sequentially numbered at the bottom of the page; proposals should be bound to allow flat stacking for easy storage; **do not use three ring binders of any kind;** and sections should be compiled in the sequence list above.
  - 1.2 Place proposal with all the required items in a sealed envelope clearly marked for specification number, project name, name of proposer, and due date and time.
- 2. **PAPER/FONT SIZE:** 8.5"x11"/Font Calibri 11, PDF FORMAT.
- 3. **NUMBER OF ORIGINAL PROPOSALS:** One (1) original hard-copy **UNBOUND** (marked "**ORIGINAL**") and signed in **blue ink**. **NUMBER OF COPIES:** three (3) hard copies **BOUND** (marked "**COPY**") (**1 original + 3 copies = 4 total submittals**).
- 4. **USB Flash Drive:** One (1) electronic version in Portable Document Format (PDF) **on** a USB Drive containing the entire submittal. USB drive only. **CDs will not be accepted.**

**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

**REQUEST FOR PROPOSAL NO. 2022-13  
GENERAL PLANNING SERVICES**

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- 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**

REQUEST FOR PROPOSAL NO. 2022-13  
GENERAL PLANNING SERVICES

**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 01.26.2022 Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_  
Addendum No. 2 Dated 02.02.2022 Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_  
Addendum No. 3 Dated 02.08.2022 Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Company Name RVi Planning + Landscape Architecture

941.379.8400 acrespo@rviplanning.com 941.379.7788  
Telephone # E-Mail Fax #

28100 Bonita Grande Drive, Suite 305  
Main Office Address

Bonita Springs FL 34135  
City State Zip Code

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

551 North Cattlemen Road, Suite 304  
Office Address

Sarasota FL 34232  
City State Zip Code

941.379.8400 acrespo@rviplanning.com 941.379.7788  
Telephone # E-mail Fax #

Alexis Crespo, AICP, LEED AP – Vice President of Planning  
Name & Title of Firm Representative

 February 11, 2022  
Signature Date

Do you accept Visa?  YES  NO

REQUEST FOR PROPOSAL NO. 2022-13  
GENERAL PLANNING SERVICES

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.

Name of Respondent: RVE, Inc.

DBA (if any): RVi Planning + Landscape Architecture

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

Business Address: 551 North Cattlemen Road, Suite 304  
Sarasota, FL 34232

Phone: 941.379.8400 Fax: 941.379.7788

E-Mail acrespo@rviplanning.com

Federal Identification Number: 74-2546670

State of Florida Department of State Certificate of Authority Document No.: F16000003941

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:

Texas

Name as spelled in that State:

RVi Planning + Landscape Architecture, Inc.

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:  Yes or  No

President: Chris Crawford Secretary: Chris Crawford

Vice President: \_\_\_\_\_ Treasurer: Roderick Petschauer

Director: Brian Wenzel Director: Tim Augustine

Other: \_\_\_\_\_ Other: \_\_\_\_\_

REQUEST FOR PROPOSAL NO. 2022-13  
GENERAL PLANNING SERVICES

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

**Name of Corporation** (As used in Florida):

RVi Planning + Landscape Architecture (cross reference name: RVE, Inc.)  
(Spelled exactly as it is registered with the state or federal government)

**Corporate Address:**

Post Office Box: N/A


City, State Zip: N/A

Street Address: 1611 West 5th Street, Suite 175

City, State, Zip: Austin, TX 78703

**BUSINESS NAME:** RVi Planning + Landscape Architecture

**NAME AND TITLE (PERSON AUTHORIZED TO BIND THE COMPANY):** Alexis Crespo, AICP, LEED AP – Vice President of Planning

**SIGNATURE:**  **DATE:** February 11, 2022

## STATE REGISTRATION REQUIREMENTS

Acquired from Sunbiz.org



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

### Detail by Entity Name

Foreign Profit Corporation  
RVI PLANNING + LANDSCAPE ARCHITECTURE, INC.

**Cross Reference Name**

RVE, INC.

**Filing Information**

**Document Number** F16000003941

**FEI/EIN Number** 74-2546670

**Date Filed** 09/06/2016

**State** TX

**Status** ACTIVE

**Principal Address**

1611 West 5th Street  
Suite 175  
Austin, TX 78703

Changed: 08/05/2021

**Mailing Address**

1611 West 5th Street  
Suite 175  
Austin, TX 78703

Changed: 08/05/2021

**Registered Agent Name & Address**

COGENCY GLOBAL INC.  
115 NORTH CALHOUN ST.  
SUITE 4  
TALLAHASSEE, FL 32301

Name Changed: 06/13/2017

**Officer/Director Detail**

**Name & Address**

Title Director

Wenzel, Brian R.

## STATE REGISTRATION REQUIREMENTS CONT.

Acquired from Sunbiz.org

TWO TOWNE SQUARE, SUITE 700  
SOUTHFIELD, MI 48076

Title Treasurer /CFO

Petschauer, Roderick A.  
Two Towne Square Suite 700  
Southfield, MI 48076

Title President and Secretary

Crawford, Christopher K.  
712 CONGRESS AVE, STE. 300  
AUSTIN, TX 78701

Title Director

Augustine, Timothy J.  
TWO TOWNE SQUARE, SUITE 700  
SOUTHFIELD, MI 48076

### Annual Reports

Report Year	Filed Date
2020	04/13/2020
2021	04/28/2021
2021	08/05/2021

### Document Images

<a href="#">08/05/2021 -- AMENDED ANNUAL REPORT</a>	View image in PDF format
<a href="#">04/28/2021 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">04/13/2020 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">11/04/2019 -- AMENDED ANNUAL REPORT</a>	View image in PDF format
<a href="#">10/30/2019 -- AMENDED ANNUAL REPORT</a>	View image in PDF format
<a href="#">04/13/2019 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">04/27/2018 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">04/19/2017 -- ANNUAL REPORT</a>	View image in PDF format
<a href="#">09/06/2016 -- Foreign Profit</a>	View image in PDF format



## STATE REQUIRED LICENSE INFORMATION

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION



Department of Business & Professional Regulation

[HOME](#) [CONTACT US](#) [MY ACCOUNT](#)

### ONLINE SERVICES

[Apply for a License](#)

[Verify a Licensee](#)

[View Food & Lodging Inspections](#)

[File a Complaint](#)

[Continuing Education Course Search](#)

[View Application Status](#)

[Find Exam Information](#)

[Unlicensed Activity Search](#)

[AB&T Delinquent Invoice & Activity List Search](#)

### LICENSEE DETAILS

11:45:45 AM 2/8/2022

**This is a business tracking record only.**

[Click here for information on how to verify that this business is properly licensed.](#)

#### Licensee Information

Name:	<b>RVE, INC. (Primary Name)</b> <b>RVIPLANNING &amp; LANDSCAPE ARCHITECTURE (DBA Name)</b>
Main Address:	<b>TWO TOWNE SQUARE</b> <b>SUITE 700</b> <b>SOUTHFIELD Michigan 48076</b>
County:	<b>OUT OF STATE</b>
License Location:	<b>712 CONGRESS AVE</b> <b>SUITE 300</b> <b>AUSTIN TX 78701</b>
County:	<b>OUT OF STATE</b>

#### License Information

License Type:	<b>Landscape Architecture Business Information</b>
Rank:	<b>Business Info</b>
License Number:	
Status:	<b>Current</b>
Licensure Date:	<b>08/15/2017</b>
Expires:	

#### Special Qualifications      Qualification Effective

<b>Corporation</b>	<b>08/15/2017</b>
--------------------	-------------------

#### Alternate Names

--

[View Related License Information](#)

[View License Complaint](#)

RVI W9 FORM

Form <b>W-9</b> (Rev. October 2018) Department of the Treasury Internal Revenue Service	<b>Request for Taxpayer          Identification Number and Certification</b> ▶ Go to <a href="http://www.irs.gov/FormW9">www.irs.gov/FormW9</a> for instructions and the latest information.	<b>Give Form to the          requester. Do not          send to the IRS.</b>
--	---	--

Print or type. See Specific Instructions on page 3.	<b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. RVE, Inc.	
	<b>2</b> Business name/disregarded entity name, if different from above RVi, RVi Planning + Landscape Architecture	
	<b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.	<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC	<input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate
	<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____	Exempt payee code (if any) <u>5</u>
	<input type="checkbox"/> Other (see instructions) ▶ _____	Exemption from FATCA reporting code (if any) <u>N/A</u>
	<b>5</b> Address (number, street, and apt. or suite no.) See instructions. 1611 West 5th Street, Suite 175	
<b>6</b> City, state, and ZIP code Austin, Texas 78703	<b>7</b> List account number(s) here (optional)	

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>												
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or												
<b>Employer identification number</b>												
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7	4		-	2	5	4	6	6	7	0		

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶ <i>Linda Green</i>	Date ▶ January 4, 2022
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

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**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 LaBelle

Name of Contact Person/Title: Gary Hull – Superintendent of Public Works

Telephone# 863.673.0948 Fax \_\_\_\_\_ E-mail ghull@citylabelle.com

Address 481 W. Hickpochee Avenue, LaBelle, FL 33935

Phone Number 863.673.0948 Discipline: Surveyor/Engineer

Duration of Contract or business relationship 2018 – Present

Type of Services Provided Miscellaneous Planning Services

2. Business/Customer Name: City of Fort Myers

Name of Contact Person/Title: Steven Belden, AICP – Community Development Director

Telephone# 239.321.7902 Fax \_\_\_\_\_ E-mail sbelden@cityftmyers.com

Address 1825 Hendry Street, Suite 101, Fort Myers, FL 33901

Phone Number 239.321.7902 Discipline: Planner

Duration of Contract or business relationship 2018 – Present

Type of Services Provided Miscellaneous Planning Services (LDC Rewrite/Amendments)

3. Business/Customer Name: City of Marco Island

Name of Contact Person/Title: Dan Smith – Director of Community Affairs

Telephone# 239.398.5021 Fax \_\_\_\_\_ E-mail dsmith@cityofmarcoisland.com

Address 50 Bald Eagle Drive, Marco Island, FL 34145

Phone Number 239.398.5021 Discipline: Planner


Duration of Contract or business relationship 2019 – 2021

Type of Services Provided Comprehensive Plan Update/Rewrite & Community Engagement/Public Outreach

**BUSINESS NAME:** RVi Planning + Landscape Architecture

**NAME AND TITLE (PERSON AUTHORIZED TO BIND THE COMPANY):** Alexis Crespo, AICP, LEED AP – Vice President of Planning

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SIGNATURE:  DATE: February 11, 2022

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4. Business/Customer Name: Hendry County

Name of Contact Person/Title: Margaret Emblidge, AICP

Telephone# 863.612.4752 Fax \_\_\_\_\_ E-mail margaret.emblidge@hendryfla.net

Address 640 S. Main Street, LaBelle, FL 33975

Phone Number 863.612.4752 Discipline: Planner

Duration of Contract or business relationship 2018 – Present

Type of Services Provided Miscellaneous Planning Services (LDC & Comprehensive Plan Amendments, Land Use Studies)

5. Business/Customer Name: City of Bonita Springs

Name of Contact Person/Title: Arleen Hunter, AICP – City Manager

Telephone# 239.949.6260 Fax \_\_\_\_\_ E-mail arleen.hunter@cityofbonitasprings.org

Address 9101 Bonita Beach Road, Bonita Springs, FL 34135

Phone Number 239.949.6260 Discipline: Planner

Duration of Contract or business relationship 2018 – Present

Type of Services Provided Miscellaneous Planning Services (LDC & Comprehensive Plan Amendments, EAR)

6. Business/Customer Name: Lee County

Name of Contact Person/Title: Mikki Rozdolski – Manager, Community Development Operations

Telephone# 239.533.8309 Fax \_\_\_\_\_ E-mail arleen.hunter@cityofbonitasprings.org

Address 1500 Monroe Street, Fort Myers, FL 33901


Phone Number 239.533.8585 Discipline : Planner

Duration of Contract or business relationship 2014 – Present

Type of Services Provided Miscellaneous Planning Services (LDC & Comprehensive Plan Amendments, Community Plan)

BUSINESS NAME: RVi Planning + Landscape Architecture

NAME AND TITLE (PERSON AUTHORIZED TO BIND THE COMPANY): Alexis Crespo, AICP, LEED AP – Vice President of Planning

SIGNATURE:  DATE: February 11, 2022

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**DRUG FREE WORKPLACE FORM**

The undersigned Consultant in accordance with Florida Statute 287.087 hereby certifies that RVi Planning + Landscape Architecture 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.



\_\_\_\_\_  
**Offeror's Signature**

February 11, 2022

**Date**

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**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, Alexis Crespo, AICP, LEED AP, being an authorized representative of the Respondent, RVi Planning + Landscape Architecture, located at 551 North Cattlemen Road, Suite 304

City: Sarasota State: FL Zip Code: 34232, 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:  Date: February 11, 2022

Telephone #: 941.379.8400 Fax #: 941.379.7788

Federal ID #: 74-2546670

STATE OF FL  
COUNTY OF Sarasota

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, this 11<sup>th</sup> day of Feb., 2022 by Alexis Crespo, AICP, LEED AP.

  
Notary Public - State of Florida

Personally Known OR  Produced Identification  
Type of Identification Produced \_\_\_\_\_



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NON-COLLUSIVE AFFIDAVIT

Before me, the undersigned authority, personally appeared:  
Alexis Crespo, AICP, LEED AP who, being first duly sworn, deposes and says that:

1. He/She is the Representative ( VP of Planning) (Owner, Partner, Officer, Representative or Agent) of RVi Planning & Landscape Architecture, 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 11<sup>th</sup> day of February, 2022.

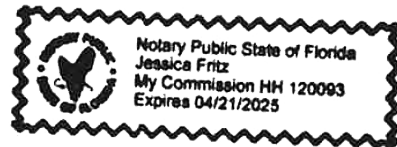
By:   
Alexis Crespo, AICP, LEED AP  
(Printed Name)  
Vice President of Planning  
(Title)

STATE OF FL  
COUNTY OF Sarasota

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, this 11<sup>th</sup> day of Feb., 2022 by Alexis Crespo, AICP, LEED AP.

  
Notary Public - State of Florida

X Personally Known OR \_\_\_ Produced Identification  
Type of Identification Produced \_\_\_\_\_



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**LOBBYING CERTIFICATION**

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

STATE OF Florida

COUNTY OF Sarasota

This 11<sup>th</sup> day of February of 2022

Alexis Crespo, AICP, LEED AP, being first duly sworn, deposes and says that he or she is the authorized representative of RVi Planning + Landscape Architecture (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 11<sup>th</sup> day of February, 2022.

By: *Alexis Crespo*

Alexis Crespo, AICP, LEED AP  
(Printed Name)

STATE OF FL  
COUNTY OF Sarasota

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, this 11<sup>th</sup> day of Feb., 2022, by Alexis Crespo, AICP, LEED AP.

*Jessica Fritz*  
Notary Public - State of Florida



X Personally Known OR \_\_\_ Produced Identification  
Type of Identification Produced \_\_\_\_\_

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**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: RVi Planning + Landscape Architecture

NAME AND TITLE (PERSON AUTHORIZED TO BIND THE COMPANY): Alexis Crespo, AICP, LEED AP – Vice President of Planning

SIGNATURE:  DATE: February 11, 2022

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**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?**

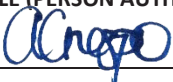
If your firm, or employee of your firm working on the project (or a member of the employee’s household), will/may be perceived to receive or lose private income depending on the government business choices based on your firm’s findings and recommendations, this must be listed as a financial interest. 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:** RVi Planning + Landscape Architecture

**NAME AND TITLE (PERSON AUTHORIZED TO BIND THE COMPANY):** Alexis Crespo, AICP, LEED AP – Vice President of Planning

**SIGNATURE:**  **DATE:** February 11, 2022

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Scrutinized Company Certification Form

Company Name: RVi Planning + Landscape Architecture

Authorized Representative Name and Title: Alexis Crespo, AICP, LEED AP – Vice President of Planning

Address: 551 North Cattlemen Road, Suite 304 City: Sarasota State: FL ZIP: 34232

Phone Number: 941.379.8400 Email Address: acrespo@rviplanning.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:   
AUTHORIZED REPRESENTATIVE SIGNATURE

Print Name and Title: Alexis Crespo, AICP, LEED AP – Vice President of Planning

Date Certified: February 11, 2022

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

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**END OF PART IV**

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**VENDOR’S CERTIFICATION FOR E-VERIFY SYSTEM**

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

1. 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.
2. 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:
  - a. All persons newly hired by the Vendor to perform employment duties within Florida during the term of the contract; and
  - b. All persons, including sub-contractors, sub-vendors or sub-consultants, assigned by the Vendor to perform work pursuant to the contract with the City.
3. 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.
4. 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).
5. Vendor will maintain the original affidavit of all subcontractors for the duration of the contract.
6. 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.
7. 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: RVi Planning + Landscape Architecture (Vendor’s Company Name)

Certified By:   
AUTHORIZED REPRESENTATIVE SIGNATURE

Print Name and Title: Alexis Crespo, AICP, LEED AP – Vice President of Planning Planning

Date Certified: February 11, 2022

**THIS PAGE MUST BE COMPLETED AND SUBMITTED**



551 North Cattlemen Road  
Suite 304  
Sarasota, FL 34232  
941.379.8400  
[www.rviplanning.com](http://www.rviplanning.com)