

UNDERSTANDING YOUR NEEDS

The City of North Port requires a consultant to develop a master plan for the 177.8-acre area, identified as Activity Center 3 (Gateway). This area is set to develop quickly due to its prime location at the Sumter Boulevard and Interstate 75 interchange, as well as the plans in progress to construct a 100-bed hospital on the southeast quadrant. With a meaningful Master Plan in place, the Gateway Activity Center can develop in a way that addresses the area's needs and opportunities for hurricane resiliency, land use, transportation, and infrastructure. Pritchett Steinbeck Group Inc. (PSG) and Applied Ecology, Inc. (AEI) are excited to provide a letter of interest on this important opportunity. Our team will provide high-quality deliverables on time and on budget, including the following:

- strategic framework,
- public participation,
- land use modeling,
- stormwater management improvements
- and a master plan report.

DELIVERING A PROJECT PLAN

The PSG Team will create a Master Plan that will enhance the City's sense of place, generate growth, and create a true gateway into the City. First, we will help **develop a strategic framework for the project**, to ensure stakeholders are on the same page and can move forward with feasible, implementable land use scenarios that meet North Port's needs. For example, this activity center presents an opportunity to attract new employers and new jobs, reducing reliance on jobs outside the city. We understand that market feasibility is essential for making plans a reality. PSG combines its land use expertise with a strong understanding of market dynamics, infrastructure planning, and facilitated decision-making. This will allow us to create a vision based on sound market principles and apply these principles to create **land use models** that align with the strategic framework.

Listening to the community is essential to ensure that residents' needs and desires are reflected in the plan. We suggest building upon the strategic framework by utilizing a **listen-first approach** with residents and local stakeholders so the Gateway Activity Center can become a meaningful destination. Good **public participation** programs start with early inclusion and participation and end with trust and support. We will combine hands-on, in-person techniques with virtual strategies so participants feel engaged and heard.

One of the challenges in the Gateway Activity Center is creating a cohesive district that connects the four quadrants across I-75 and Sumter Boulevard. As part of a coordinated effort with this Master Plan, the funding allocated by the FDOT presents an opportunity to improve safety and increase accessibility between quadrants. In addition, the streams passing through the area offer an opportunity for enhanced trail connectivity, recreation, and natural amenities. Our expertise in transportation and multimodal planning in Florida means that we can effectively coordinate between agencies to achieve the best result for the interchange and the activity center.

The PSG Team will draw on their specialized experience in water resources and stormwater planning to recommend **stormwater management solutions** that improve water quality and resilience.

RELEVANT QUALIFICATIONS

PSG works with local governments to develop plans and policies, giving us a broad perspective of the entire process. Our areas of specialization include urban and mobility master planning, land use and community planning, and economic analyses. AEI specializes in water resources, including stormwater master plans that promote water quality and resiliency.

AVAILABLE SENIOR EXPERTISE



Amanda Klepper, AICP will serve as Project Manager. She is a well-rounded analytical planner with international experience in land use planning, transportation planning, spatial analysis, statistics, and modeling. She has been involved in a range of multimodal planning and data analysis projects in the US and overseas, including affordable housing, comprehensive planning, master planning, bus and rail corridor plans, road safety, and impact assessments. Amanda has experience managing complex tasks including the Tampa Future Land Use Assessment, and as the GIS Lead for Hillsborough County's Greenways and Trails Master Plan. She has 10 years of experience.



Jeremy Goldstein is a Project Manager and Senior Analyst responsible for land use, transportation, and economic planning and analyses, including socioeconomic and demographic forecasting, housing analysis, transit station-area land use planning, transit-oriented development, bicycle and pedestrian planning, transportation demand management, market analysis, wayfinding and circulation analyses, and GIS analysis. He has nearly 20 years of experience performing this type of work in Florida and across the southeast.



Brandie Miklus, AICP is a detail-driven professional with 17 years of progressively responsible experience in multimodal planning. Her major differentiator is her background in both urban planning and strategic communications and what that unique combination can provide. Her knowledge spans a wide range of planning areas, including transit and transportation planning, master planning, alternatives analyses, public engagement, and inventive community collaboration. Brandie also has experience in land use analysis and grant writing for capital improvement projects.



Cynthia Grizzle, PWS, CFM is an environmental scientist with 20 years of experience. She can guide projects from the feasibility stage, through planning, design, permitting, and construction. She has led environmental assessments for all types of projects, including transportation planning, resiliency, water resources, and ecological services as-needed contracts. She has supported North Port with environmental assessments and documentation within the last year.



Robbyn Spratt, P.E. is a Professional Engineer with 25+ years of experience in Water Resources within both public and private sectors. Her career includes serving as Lead Engineer and Project Manager for more than 40 county stormwater capital improvement and retrofit projects to reduce recurring flooding in vulnerable areas and improve impaired water quality in Florida's vital surface waters. She has designed and/or managed projects from conception through operation including traditional BMP, innovative stormwater management technology, living shorelines, and wetland systems and restoration.

Available Staff		
Firm	Name	Role
PSG	Amanda Klepper, AICP	Project Manager
PSG	Jeremy Goldstein	Senior Market Analyst
PSG	Brandie Miklus, AICP	Communications and Engagement Lead
PSG	Colin Lowe	Planner
PSG	Cynthia Grizzle, PWS, CFM	Chief Environmental Scientist
PSG	Raina Cumby, ENV SP	Resiliency Specialist
AEI	Robbyn Spratt, P.E.	Senior Water Resources Engineer

SIMILAR REFERENCE PROJECTS

Tampa Future Land Use Assessment and Comprehensive Plan Assistance

Client: Hillsborough County City-County Planning Commission and City of Tampa

Date: Ongoing

Contact: Melissa Zornitta, FAICP

zornittam@plancom.org | 813-665-1354

PSG is leading an assessment of how Tampa's Future Land Use policies are shaping development and meeting the Comprehensive Plan's goals. The results of the assessment are now informing PSG's work to develop new policies to update the Plan. PSG has also led two rounds of public engagement.

On-Call Current Planning, Comprehensive Planning, and Transportation Services

Client: City of Destin

Date: Ongoing

Contact: Steve O'Connor, Principal Planner

soconnor@cityofdestin.com | 850-279-3213

PSG provides a wide range of services to Destin through a continuing services contract, including development order and site plan review, a major update and reorganization of the land development code, and updates to the City's impact fee schedule and policy.

Development of a Stormwater Master Plan and a Stormwater Needs Analysis

Client: City of Indian Harbour Beach

Date: 2022

Contact: Todd Scaldo, Public Works Director

tscaldo@indianharbour.org | 321-773-3181

Applied Ecology developed a Stormwater Master Plan for the City of Indian Harbour Beach. The Plan incorporates an assessment of water quality, flood protection, and resiliency needs that resulted in a holistic Stormwater Master Plan. The plan informed an analysis of stormwater needs for the city while providing new ideas of stormwater Best Management Practices (BMPs) to reduce nutrients reaching the impaired estuary and restore seagrass.

SR 46 Resiliency Analysis White Paper

Client: FDOT District 5

Date: 2023

Contact: Matt Wey, PE, Wey Engineering

mwey@weyengineering.com | 813-9246910

PSG supported Wey Engineering by performing a resiliency analysis on a segment of roadway that was identified as a high priority on the FDOT Resilience Action Plan. PSG documented how often the road was overtopped, that flooding events were becoming more frequent, and that the elevation of the roadway was at or below the flood stage of the St. John's River.

WE CAN MEET THE SCHEDULE

Our team is prepared to start work immediately and to continue until the final master plan is complete. The PSG Team is available to perform this work effort and we are committed to adding more staff to meet the City's needs. A 12-month project schedule is included below but could be revised to meet the timeline requirements of this project.

Tasks	Duration
Task 1 Strategic Framework	3 Months
Task 2 Public Participation	6 Months
Task 3 Land Use Modeling	9 Months
Task 4 Stormwater Recommendations	9 Months
Task 5 Draft & Present Master Plan	12 Months

COST SAVING MEASURES

PSG has compiled a significant amount of market and demographic data that is ready to be used for this project. We also have an online engagement process that efficiently collects the values, priorities, and opinions of residents and effectively summarizes them. Finally, we propose creating a visual-focused deliverable rather than a lengthy report. Images and graphics effectively communicate planning concepts, are more likely to be read than long reports, and will save money on plan creation. The cost savings will be used towards meaningful details of the plan and project implementation.

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

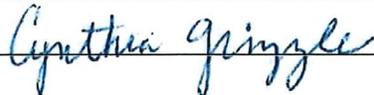
PART II:

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.

COMPANY: Pritchett Steinbeck Group Inc.

SIGNATURE: 

THIS PAGE MUST BE SUBMITTED WITH LETTER OF INTEREST

DISCLOSURE FORM
FOR
CONSULTANT/ENGINEER/ARCHITECT

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

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

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

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

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

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

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

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

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

BUSINESS NAME: Pritchett Steinbeck Group Inc.

NAME (PERSON AUTHORIZED TO BIND THE COMPANY): Cynthia Grizzle

SIGNATURE: _____

Cynthia Grizzle

DATE: _____

9/27/23

THIS PAGE MUST BE SUBMITTED WITH LETTER OF INTEREST

Scrutinized Company Certification Form

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

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

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

CHOOSE ONE OF THE FOLLOWING

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

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

I understand that pursuant to Florida Statutes, section 287.135, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the above-named company to civil penalties, attorney's fees and costs.	
Certified By: <u><i>Cynthia Grizzle</i></u>	_____
AUTHORIZED REPRESENTATIVE SIGNATURE	
Print Name and Title: <u>Cynthia Grizzle - President</u>	_____
Date Certified: <u>9/27/23</u>	_____

Solicitation/Contract/PO Number (Completed by Purchasing): _____

THIS PAGE MUST BE SUBMITTED WITH LETTER OF INTEREST

VENDOR'S CERTIFICATION FOR E-VERIFY SYSTEM

STATE OF FL

COUNTY OF Hillsborough

The undersigned Vendor/Consultant/Contractor (Vendor), after being duly sworn, states 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.

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

_____ (Vendor signature)

Cynthia Grizzle (Vendor's name printed)

President (Title)

Sworn to and subscribed before me by means of physical presence or online notarization, this _____ day of _____, 2020, by _____, as _____.

Notary Public

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

VENDOR'S CERTIFICATION FOR E-VERIFY SYSTEM

STATE OF FL
COUNTY OF Hillsborough

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 - a. All persons newly hired by the Vendor to perform employment duties within Florida during the term of the contract; and
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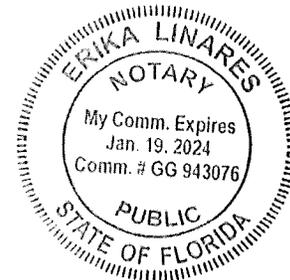
VENDOR: Pritchett Steinbeck Group (Vendor's Company Name)

Cynthia Grizzle (Vendor signature)
Cynthia Grizzle (Vendor's name printed)
President (Title)

Sworn to and subscribed before me by means of physical presence or online notarization, this 27th day of September, 2020, by Cynthia Grizzle, as _____.

Notary Public

Personally Known _____ OR Produced Identification
Type of Identification Produced FLDL



From: Amanda Klepper
To: Alan Steinbeck
Cc: Lort Barnes
Subject: RE: [EXTERNAL] Letter of Interest for Activity Center 3 (Gateway) Master Plan
Date: Thursday, October 19, 2023 10:51:54 AM
Attachments: ~WB0000.jpg
img002.png
img003.png
img004.png
img005.png
img006.png



Hi Lort,

We have reviewed the marked-up scope and are comfortable with the budget and the due dates. We would also be able to do the public workshop within that budget and timeline, if you would still like to include it. Please let us know what you need from us in order to proceed, and we look forward to hearing from you.

Thanks,
Amanda

Amanda Klepper, AICP | Senior Planner
amanda@psgplans.com
919-704-5726
www.psgplans.com

PSG supports flexible work schedules | work Monday – Friday until 3pm.

From: Lort Barnes <lbarnes@northportfl.gov>
Sent: Friday, October 13, 2023 2:40 PM
To: Amanda Klepper <amanda@psgplans.com>
Cc: Alan Steinbeck <alan@psgplans.com>; Cynthia Grizzle <cynthiagrizzle@northportfl.gov>; Alaina Ray <aray@northportfl.gov>
Subject: RE: [EXTERNAL] Letter of Interest for Activity Center 3 (Gateway) Master Plan

Hello Amanda and Alan:

Per our conversation, I have attached the marked-up scope of work we returned to the State. Please advise if you are comfortable with the scope and deliverable due dates (see pages 7-8) as well as a NTE amount of \$200,000 for the work assignment. As I mentioned, we have not yet heard back from FloridaCommerce as to the scope revisions, but will keep you informed on that front.

I'll look forward to hearing from you early next week. I hope you enjoy your weekend.

Best regards,

Lort Barnes, AICP, CPM
Assistant Director
Development Services Department
4970 City Hall Blvd., North Port, FL 34286
Office: 941-429-7221



From: Amanda Klepper <amanda@psgplans.com>
Sent: Thursday, September 28, 2023 9:23 AM
To: Lort Barnes <lbarnes@northportfl.gov>
Cc: Alan Steinbeck <alan@psgplans.com>; Cynthia Grizzle <cynthiagrizzle@psgplans.com>
Subject: [EXTERNAL] Letter of Interest for Activity Center 3 (Gateway) Master Plan

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Dear Ms. Barnes,

Please find attached PSG's Letter of Interest for the Activity Center 3 (Gateway) Master Plan. We are excited for the opportunity to work on this project and look forward to hearing from you.

Sincerely,

Amanda Klepper, AICP | Senior Planner
amanda@psgplans.com
919-704-5726
www.psgplans.com

PSG supports flexible work schedules | work Monday – Friday until 3pm.