

**COPY**

# City of North Port

PROFESSIONAL  
PLANNING SERVICES

---

REQUEST FOR PROPOSAL  
# 2025-36



PROJECT CONTACT

**RHEA HUNTER**

RVi (Sarasota/Bradenton) Director of Planning

[rhunter@rviplanning.com](mailto:rhunter@rviplanning.com)

607.216.2390

[www.rviplanning.com](http://www.rviplanning.com)

PROPOSAL VALID THROUGH

**12.31.2025**





TAB 1: Transmittal Letter .....3

TAB 2: Qualifications of Firm.....5

- Organizational Profile
- Primary Office Location
- Similar Work Overview
- SF330 Part I (excluded from page count)
- SF330 Part II (excluded from page count)

TAB 3: Key Personnel & Qualifications of Team ..... 11

- Organizational Chart
- Resumes
- SF330 Section E (excluded from page count)

TAB 4: Teams Experience in Similar Projects ..... 25

- SF330 Section F (excluded from page count)
- SF330 Section G (excluded from page count)

TAB 5: Management Approach & Project Control ..... 37

- Project Understanding & Management
- Submittal Management Personnel Resource Allocation

TAB 6: References ..... 40

- References
- Complete Reference Forms

TAB 7: Litigation & Insurance ..... 61

- Litigation
- Certificate of Insurance

TAB 8: Additional Information ..... 64

- Digital Innovation Services
- SF330 Section H (excluded from page count)

TAB 9: Submission Requirements & Submittal Forms ..... 68

TAB 1

---

# TRANSMITTAL LETTER



8725 Pendery Place, Suite 101  
Bradenton, FL 34201

City of North Port  
ATTN: Finance Department / Purchasing Division  
4970 City Hall Boulevard, Suite 337  
North Port, FL 34286  
July 31, 2025

**RE: Professional Planning Services, RFP NO.2025-36**

Dear Mrs. Ray and Selection Committee,

On behalf of RVI Planning + Landscape Architecture, we are pleased to submit our proposal for the City of North Port's Professional Planning Services RFP. Whether it is through development plan review or long-range planning projects, our team at RVI is eager to leverage our experience and resources to support City Staff in achieving their goals.

RVI is a national planning and landscape architecture firm with five Florida offices—including Bradenton—and a portfolio of work across the Gulf and Atlantic coasts. We currently serve municipalities across Florida with development plan review services, including the cities of North Port, Sarasota, Deltona, LaBelle and Cocoa. We value our relationships with local governments and understand how to collaborate with internal and external stakeholders to support your staff.

We are interested and invested in the City's goals of creating a balanced sustainable community, with high quality of life and a robust economy. Having worked on both public and private projects in the City, our team has closely tracked the significant strides made by North Port's Planning Department in achieving this goal through the 2024 ULDC Update and transition to the Accela permitting system.

Our team has been engaged in supplementing the City's Planning staff with development plan reviews since 2023 and are currently actively engaged with your Planning staff through an on-call CSA. Through the years we have developed close relationships with your staff, and have routine systems in place for communications, tracking of projects, and management of deadlines. We intend to continue to work as a trusted advisor to the City.

Our key personnel, Rhea Hunter, AICP, and Tom Sacharski, AICP, have previously worked as staff planners at the City of North Port and have a deep understanding of the City's regulations and its long-term vision for sustainable growth. Rhea currently serves as Client Manager for our on-call Plan Review work for the City and will continue to do so under this new contract.

We invite you to explore our enclosed qualifications, and look forward to the opportunity to work alongside the City, its Planning staff, leadership and residents to continue to make North Port a place to thrive in.

Sincerely,

Alexis Crespo, AICP, LEED AP  
Vice President of Planning  
28100 Bonita Grande Drive, Suite 305  
Bonita Springs, FL 34135  
239.850.8525 (cell)  
acrespo@rviplanning.com

Rhea Hunter, AICP  
Director of Planning  
8725 Pendery Place, Suite 101  
Bradenton, FL 34201  
607.216.2390 (cell)  
rhunter@rviplanning.com

[ We acknowledge receipt of Addendum No. 1 dated July 14, 2025, Addendum No. 2 dated July 15, 2025, Addendum No. 3 dated July 17, 2025, Addendum No. 4 dated July 17, 2025, and Addendum No. 5 dated July 24, 2025 ]

TAB 2

---

# QUALIFICATIONS OF FIRM



ESTABLISHED

1982



130+  
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



URBAN DESIGN



VISIONING +  
BRAND DESIGN

13  
thirteen  
OFFICES

SIX  
STATES



ARIZONA



CALIFORNIA



COLORADO



FLORIDA

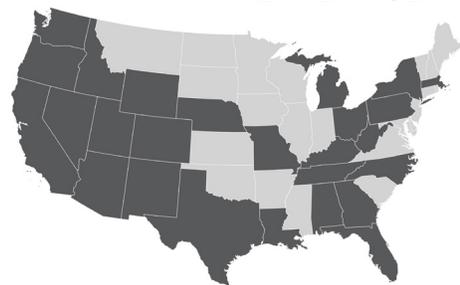


NORTH  
CAROLINA



TEXAS

NATIONAL  
EXPERTISE



## ORGANIZATION PROFILE & PRIMARY OFFICE LOCATION



### LEGAL NAME

RVE, Inc. dba RVI Planning + Landscape Architecture

### FIRM STRUCTURE

C-Corporation

### FIRM SIZE

140+ Employees Company-Wide  
50+ Local Florida Employees

13 Offices Nationwide  
5 Local Florida Offices

**OFFICE LOCATION PERFORMING WORK**  
(100% of work under this contract will be performed from RVI's Bradenton/Sarasota office)

### RVI Bradenton/Sarasota

8725 Penderly Place, Suite 101  
Bradenton, FL 34201  
941.379.8400

### DISCIPLINES

Planning  
Landscape Architecture  
Visioning + Brand Design  
Urban Design

### MAIN POINT OF CONTACT

Rhea Hunter, AICP  
Director of Planning (Bradenton/Sarasota)  
rhunter@rviplanning.com  
813.443.8282

### PROJECT PRINCIPAL

Alexis Crespo, AICP, LEED AP

### CLIENT MANAGER

Rhea Hunter, AICP

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

For years, RVI has worked on public projects throughout the United States and we understand the challenges municipalities face in creating communities that serve the diversity of their citizens. The success of our projects is rooted in our commitment to community engagement, being good stewards of 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 Florida team encompasses 50-plus planning and landscape architecture professionals spanning five offices in the state, which include Bradenton/Sarasota, Bonita Springs, Fort Myers, Orlando and Tampa. Additionally, RVI has eight other offices across the country where staff can be leveraged as necessary.

Our team has extensive experience working with public sector clients across Florida, which include the cities of North Port, Sarasota, Tampa, Deltona, Belle Isle, LaBelle, Cocoa, Bonita Springs, Estero, Cape Coral, Marco Island, as well as the counties of Lee, Hendry and Collier. Our experience, combined with our capabilities as a large local firm, makes us ideally suited to support your projects.

We are a flexible and capable team, experienced in collaborating with multiple City departments on a wide range of projects. These include development review services. Our project team has been intentionally assembled to include highly skilled design and planning professionals with a proven track record of success—including work for the City of North Port. Each team member brings a clear understanding of their role and contributes valuable expertise to ensure project success.

## SIMILAR WORK OVERVIEW

Currently, RVi holds multi-year planning and/or landscape architecture contracts with 23 municipalities across Florida, including:

### Sarasota region:

- City of North Port – on-call Planning & Landscape Architecture CSA
- City of Sarasota- on-call Planning CSA

### Tampa region:

- City of Tampa- on-call Planning & Landscape Architecture CSA
- Hillsborough County Planning Commission - Approved Provider

### Greater Orlando region:

- City of Orlando – on-call Planning CSA
- City of St. Cloud – on-call Planning & Landscape Architecture CSA
- Osceola County – on-call Signage & Wayfinding Design CSA
- City of Cocoa – on-call Planning & Staff Augmentation CSA
- Seminole County – on-call Planning CSA
- City of West Melbourne – Staff Augmentation & Development Plan Review CSA
- City of Maitland – on-call Planning & Landscape Architecture CSAs
- City of Deltona – on-call Planning & Staff Augmentation CSA
- Lake County- Neighborhood Lakes Park Design (sub to architect)
- City of Tavares – Golden Triangle Regional Park East & West Campuses Design Contract (sub to architect)

### Bonita Springs & Fort Myers region:

- City of Bonita Springs – on-call General Park Design CSA, on-call Misc. Landscape Architecture Roadway Design CSA, on-call Eminent Domain Staff Augmentation Contract
- Collier County – on-call Landscape Architecture CSA
- Hendry County- on-call Planning CSA
- City of LaBelle- on-call Planning & Staff Augmentation CSA
- City of Fort Myers- on-call Planning CSA, on-call Landscape Architecture CSA
- Lee County – on-call Misc. Planning CSA, County Attorney Support Services Contract
- City of Naples- on-call Landscape Architecture CSA
- Village of Estero – on-call Planning & Landscape Architecture CSA



## ARCHITECT-ENGINEER QUALIFICATIONS

### PART I - CONTRACT-SPECIFIC QUALIFICATIONS

#### A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)	
Professional Planning Services	
2. PUBLIC NOTICE DATE	3. SOLICITATION OR PROJECT NUMBER
July 2, 2025	RFP 2025-36

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

4. NAME AND TITLE		
Rhea Hunter AICP - Director of Planning		
5. NAME OF FIRM		
RVi Planning + Landscape Architecture		
6. TELEPHONE NUMBER	7. FAX NUMBER	8. E-MAIL ADDRESS
607.216.2390	N/A	rhunter@rviplanning.com

#### C. PROPOSED TEAM (Complete this section for the prime contractor and all key subcontractors.)

	PRIME	JV	SUBCONTRACTOR	9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
a.	●			RVi Planning + Landscape Architecture <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	8725 Pendery Place, Suite 101 Bradenton, FL 34201	Prime, Planning & Community Development
b.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
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		
h.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
i.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
j.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
k.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
l.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

<b>D. ORGANIZATIONAL CHART OF PROPOSED TEAM</b>	<input checked="" type="checkbox"/> (Attached)
---	--

## ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (if any)  
RFP 2025-36

**PART II - GENERAL QUALIFICATIONS**  
*(If a firm has branch offices, complete for each specific branch office seeking work.)*

2a. FIRM (OR BRANCH OFFICE) NAME			3. YEAR ESTABLISHED	4. UNIQUE ENTITY IDENTIFYER
RVE, Inc., dba RVi Planning + Landscape Architecture			1982	062490913
2b. STREET			5. OWNERSHIP	
8725 Penderly Place, Suite 101			a. TYPE	
2c. CITY	2d. STATE	2e. ZIP CODE	C-Corporation	
Bradenton	FL	34201	b. SMALL BUSINESS STATUS	
6a. POINT OF CONTACT NAME AND TITLE			N/A	
Rhea Hunter, AICP - Director of Planning			7. NAME OF FIRM (If block 2a. is a branch office)	
6b. TELEPHONE NUMBER	6c. E-MAIL ADDRESS		RVi Planning + Landscape Architecture, Inc.	
607.216.2390	rhunter@rviplanning.com			
8a. FORMER FIRM NAME(S) (If any)			8b. YR ESTABLISHED	8c. UNIQUE ENTITY IDENTIFIER
N/A				

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
39	Landscape Architect	60	6	H11	Housing (Residential, Multi-family)	7
47	Planner: Urban/Regional	61	5	L03	Landscape Architecture	6
02	Administrative	13		P05	Planning (Community, Regional)	5
				P06	Planning (Site/Project)	5
				R04	Recreation Facilities (Parks)	3
				C02	Cemeteries (Planning/Relocation)	1
				079	Master/Site Planning	4
				Z01	Zoning, Land Use Studies	3
	Other Employees	7				
<b>Total</b>		<b>141</b>	<b>11</b>			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER			
a. Federal Work	1	1. Less than \$100,000 2. \$100,000 to less than \$250,000 3. \$250,000 to less than \$500,000 4. \$500,000 to less than \$1 million 5. \$1 million to less than \$2 million		6. \$2 million to less than \$5 million 7. \$5 million to less than \$10 million 8. \$10 million to less than \$25 million 9. \$25 million to less than \$50 million 10. \$50 million or greater	
b. Non-Federal Work	8				
c. Total Work	8				

### 12. AUTHORIZED REPRESENTATIVE

*The foregoing is a statement of facts.*

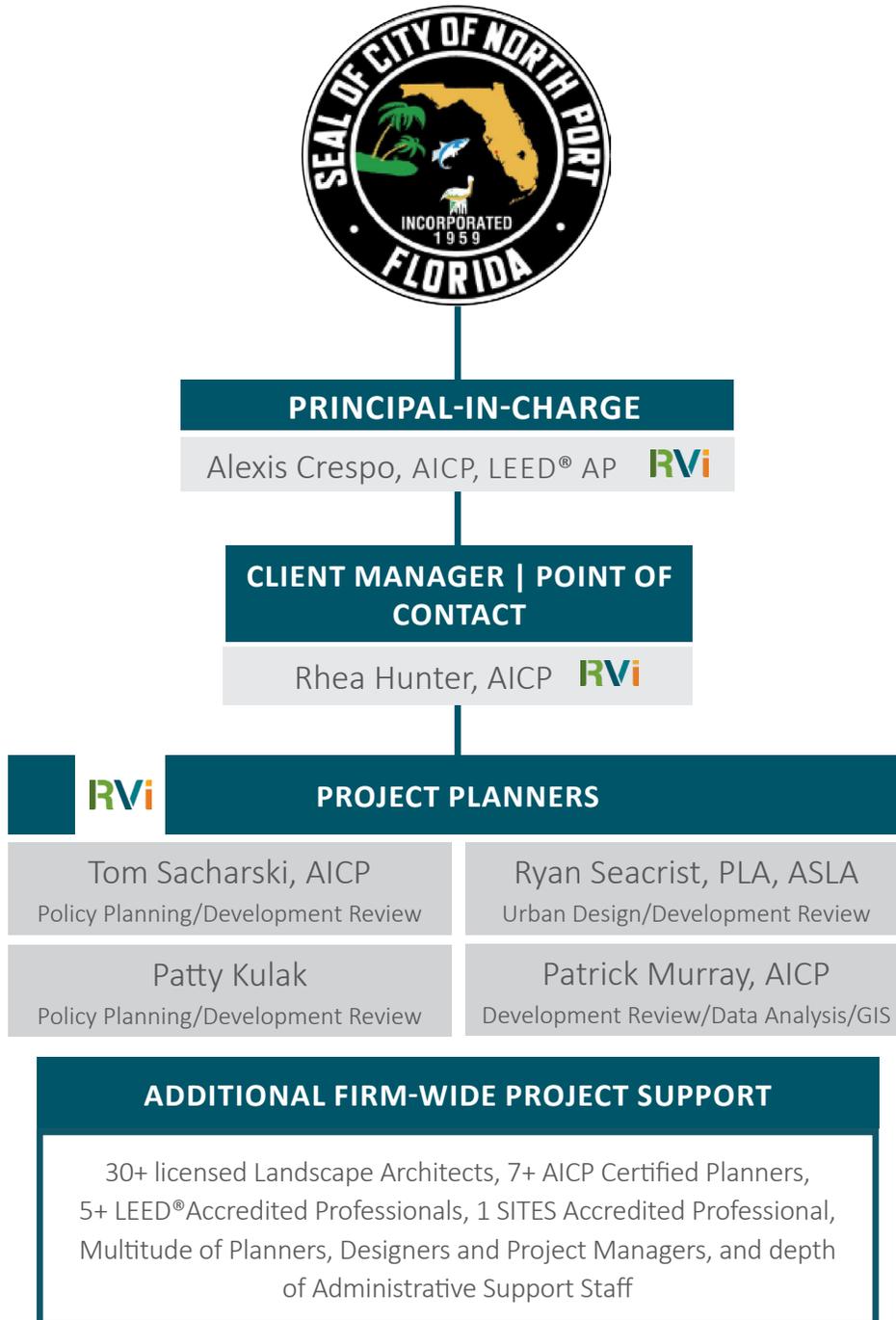
a. SIGNATURE	b. DATE
	7/31/2025
c. NAME AND TITLE	
Alexis Crespo, AICP, LEED AP - Vice President of Planning	

TAB 3

---

# KEY PERSONNEL & QUALIFICATIONS OF TEAM

## ORGANIZATIONAL 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

Principal-in-Charge

### 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

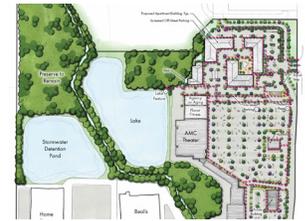
Tiger Bay Club of SW Florida

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 Belle Isle Comprehensive Plan Update

Served as Principal-in-Charge for preparation of this Comp Plan Update in 2023-2024, which had not been significantly updated since 2010. She also led development of a community engagement approach to the project.

#### City of Cocoa on-Call Planning CSA & Staff Augmentation

Serves as Principal-in-Charge and supports RVI's client manager to the City. RVI reviews the majority of planning and zoning applications, prepares staff reports, meets with the City and applicants to coordinate on projects, and presents cases at public

hearings. The role has expanded to include LDC and Comp Plan updates specific to urban corridors.

#### City of St. Cloud Planning CSA & Staff Augmentation

Serves as Principal-in-Charge and provides oversight on review of private land development applications. Assists RVI's Project Manager with scheduling and resource allocation to ensure the City's response time of nine days is consistently met.

#### City of LaBelle Land Development Code Update

Serves as Principal-in-Charge for this LDC update, establishing the project priorities and budget each fiscal year.



## RHEA HUNTER, AICP

Director of Planning



Rhea is a driven City Planner with over seven years of professional planning experience. She has a strong base in municipal planning through experience at the City of North Port, prior to entering the private sector. At RVI, Rhea is active in developing client relationships, managing entitlement projects, drafting land use policy updates for municipalities, and providing expert witness support for eminent domain and other land use cases. Rhea is passionate about engaging with people and enjoys the challenge of working in new and varied contexts. She leverages her skills in project management and creativity as a designer to help communities grow in a sustainable manner.

### PROJECT ROLE

Client Manager

### EDUCATION

University of the Cumberlands,  
MBA in Project Management

Cornell University, Master of  
Regional Planning

University of Mumbai, Bachelor  
of Architecture

### PROFESSIONAL LICENSURE

AICP-Certified Planner No.  
34797

### COMMUNITY INVOLVEMENT

American Planning Association,  
Communications Committee

Florida Planning & Zoning  
Association, VP of Finance

### PUBLICATIONS

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

### ON A PERSONAL NOTE

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

### SELECTED PROJECT EXPERIENCE



#### City of North Port Planning Services & Staff Augmentation

Rhea serves as Project Manager for RVI's current staff augmentation contract with the City. In this role, she manages review of a variety of projects, including comprehensive plan amendments, rezonings, variances, special exceptions, and site plans for consistency with the City's Comprehensive Plan and ULDC. She also manages the preparation of staff reports, resolutions, ordinances, and briefs, coordinating with City staff regarding the staff recommendation.

for consistency with the City's Comprehensive Plan and Land Development Code. She also prepares staff reports and coordinates with City staff regarding the staff recommendation.

#### City of Cocoa Planning Services & Staff Augmentation

Rhea assists the Project Manager on the review of privately initiated applications on behalf of the City. The role includes review of annexations, comprehensive plan amendments, rezonings, variances, special exceptions, and site plans

#### City of LaBelle Comprehensive Plan Update

Rhea is currently leading work on updating the City of LaBelle's Comprehensive Plan, last updated in 2010. The effort includes preparing an Evaluation and Appraisal Report (EAR) and revisions related to changes in state statutes, as well as community input. The project involves intensive community input, including public workshops, a community survey, and meetings with key stakeholders. The update is on track to be completed within a 12-month timeframe on a tight budget.



## TOM SACHARSKI, AICP

Planning Project Director



Tom is an accomplished planner with a more than nine years of experience with municipal planning, land development, and commercial real estate, and a strong foundation in Land Use, Zoning, Community Engagement, Neighborhood Planning, Equity Planning, Urban Issues and Project Management.

Tom’s career is marked by his tenure at the cities of North Port and Sarasota, where as a Staff Planner he played a pivotal role in shaping each city’s growth and development. That included his coordination of stakeholder engagement efforts and public community meetings for numerous projects in Sarasota. Tom also serves as Vice President of Florida Planning and Zoning Association (FPZA) where he works to promote educational and networking opportunities for planners within the State of Florida.

### PROJECT ROLE

Policy Planning / Development Review

### EDUCATION

Cleveland State University, Master’s in Urban Planning & Development

### PROFESSIONAL LICENSURE

AICP-Certified Planner No. 372800

### COMMUNITY INVOLVEMENT

American Planning Association, member

Florida Planning & Zoning Association, Vice President

### SELECTED PROJECT EXPERIENCE



#### City of Sarasota Staff Augmentation

Provides daily coordination and consulting services to the City of Sarasota during a recent staff shortage. Works daily at City Hall with staff and presents to City Boards to ensure the City can provide timely review of development petitions. Additional tasks include permit review and meetings with community members on the City’s behalf.

#### Turnleaf Planned Development

Project manager overseeing the rezoning of this 425-acre master planned community on the Burnt Store Road corridor in Charlotte County. The project involved maintaining consistency with the Burnt Store Road Overlay District and Charlotte County’s TDR program.

#### Babcock Ranch MPD Amendment

Project manager overseeing the amendment to the 4,157-acre MCP for Babcock Ranch Lee County to allow for multifamily and ALF units while providing for increased wetland areas.

#### Sarasota Memorial Hospital\*

Development plan review of Jellison Cancer Institute Oncology Tower Phase 3 (Staff Planner while with City of Sarasota).

#### The Quay\*

Mixed-use development in Sarasota (Staff Planner while with City, participated in public engagement and later testified in circuit court).

### ON A PERSONAL NOTE

Tom used to perform with the Cleveland Orchestra, and likes to attend local theater and live music events.

\*Indicates experience prior to joining RVI



## RYAN SEACRIST, PLA, ASLA

Vice President - Principal



Ryan specializes in landscape architectural planning and design and has a passion for developing elevated human experiences through thoughtful and inspired placemaking. His skill set and experience includes, but is not limited to, project management, master planning, complete streets, public engagement, wayfinding, site analysis, site/civil design, low impact development, and brownfield remediation. Ryan has been involved in a variety of public and private sector projects including parks and recreation, K-12 and higher education, corporate campuses, mixed-use developments, urban plazas and streetscapes, multi-family, and master planned communities.

### PROJECT ROLE

Urban Design / Development Review

### EDUCATION

University of Central Florida,  
Master of Science, Urban & Regional Planning

West Virginia University,  
B.S. in Landscape Architecture

### PROFESSIONAL LICENSURE

Professional Landscape Architect, Florida LA6667322;  
West Virginia No. 387

### COMMUNITY INVOLVEMENT

American Society of Landscape Architects (ASLA)

Urban Land Institute (ULI)

City of Orlando Municipal Planning Board, member

City of Orlando Affordable Housing Advisory Committee, member

### ON A PERSONAL NOTE

Ryan enjoys browsing and collecting used vinyl records.

### SELECTED PROJECT EXPERIENCE



#### City of Maitland Public Library & Quinn Strong Park

Master planning for a new 20,000-square-foot community library and adjacent 2.5-acre Quinn Strong Park. Provided site planning, circulation design, and integration of the library with the surrounding landscape to enhance community access and experience.

#### City of St. Cloud Staff Augmentation & Plan Review

Principal Landscape Architect responsible for review of landscape architecture elements of various development plan submittals, serving as extension of City planning staff.

#### City of Orlando SoDO DSNID Master Plan\*

Project Landscape Architect for placemaking design in the South Orange Avenue corridor of downtown Orlando. Project included sidewalk enhancement, bus stop improvements, seating areas, landscape, and improved artistic crosswalks.

#### City of Orlando Lake Lorna Doone Park\*

Project Landscape Architect for the master plan refinement and design of a signature regional park within the City of Orlando parks and recreation system.

\*Indicates experience prior to joining RVI



## PATTY KULAK

Planning Project Manager



Patty is a seasoned planning professional with over eight years of experience in urban planning, zoning analysis, and redevelopment project management. Her specialties include petition review, impact study analysis, and presenting planning documentation to elected boards. Patty’s strengths lie in analytical capabilities and ability to adapt to dynamic challenges in municipal planning and overall development

### PROJECT ROLE

Policy Planning / Development Review

### EDUCATION

Ashworth College, Associate & Bachelor of Business Administration

### COMMUNITY INVOLVEMENT

Leadership Collier Foundation

Associate Leadership Collier 2018

American Planning Association

Florida Planning and Zoning Association

Florida Women’s Leadership

### SELECTED PROJECT EXPERIENCE



#### City of LaBelle, Zoning Administration & Plan Review

Patty serves as consultant Planner to the City and assists with the day-to-day tasks that come from RVI serving as a contracted extension of Planning staff for the City. She replies to preliminary questions that come from the public regarding land development and zoning, and assists with the “Planner on Call” role. RVI reviews and processes all planning and zoning applications submitted to the City and is currently working on the City’s Comprehensive Plan Update.

#### Village of Estero, Toll Brothers Rezoning

Patty serves as Project Manager for this 20-acre infill townhome community planned in Estero. She oversaw preparation of the pattern book, master concept plan

and materials produced by other consultants. The project involved rezoning the site to PD with bonus density, requiring extensive analysis of the project’s consistency with the Village’s Comp Plan and LDC.

#### City of Naples, Staff Planner\*

Patty contributed to the development and update of multiple elements of the City of Naples Comp Plan, including transportation, land use, housing, infrastructure, capital improvements, conservation, and natural resources. Her role involved researching, compiling, and analyzing demographic, statistical, and geographic data to support long-range planning efforts and inform official publications.

### ON A PERSONAL NOTE

Patty’s hobbies include teaching yoga in her community and volunteering with local animal sanctuaries.

\*Indicates experience prior to joining RVI



## PATRICK MURRAY, AICP

Planning Project Manager



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

Development Review / Data Analysis / GIS

### EDUCATION

Florida State University, B.S. in Geography

Florida State College at Jacksonville, GIS Technical Certificate

### PROFESSIONAL LICENSURE

AICP-Certified Planner No. 36698

### COMMUNITY INVOLVEMENT

Central Florida GIS Workshop, Member

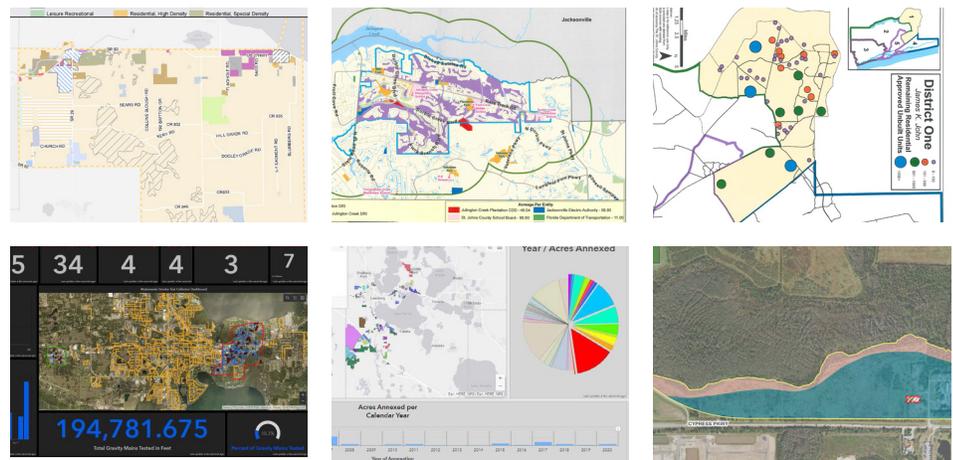
Greater Orlando Builders Association

Northeast Florida Map Info User Group, Member

### ON A PERSONAL NOTE

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

### SELECTED PROJECT EXPERIENCE



#### City of LaBelle Comprehensive Plan Update

Utilized GIS to review City's vacant land, land use typologies, and annexations. Assisted in the presentation of the information at multiple public workshops, and prepared the online citizen survey and analyzed the results.

#### City of Belle Isle Comprehensive Plan Update

Provided detailed mapping of demographics, environmental factors, and existing land use patterns. Uncovered potential development sites and assessed their suitability for various purposes.

#### City of Cocoa General Planning Services & Staff Augmentation

Review comprehensive plan amendments, rezonings, variances, special exceptions, and site plans. Provide GIS shape files and ensured the City's Future Land Use and Zoning Maps remain updated.

#### City of St. Cloud General Planning Services & Staff Augmentation

Review privately initiated applications on behalf of the City. Maintains all contractual deadlines with the City.

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	
<b>Alexis Crespo, AICP, LEED AP</b>		Principal & QA/QC		a. TOTAL	b. WITH CURRENT FIRM
				20	15
15. FIRM NAME AND LOCATION (City and State)					
RVi Planning + Landscape Architecture (Bonita Springs, FL)					
16. EDUCATION (DEGREE AND SPECIALIZATION)			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
Bachelor of Urban & Regional Planning, Ryerson University			AICP Certified Planner No. 022560		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
Alexis offers a wealth of professional planning experience with 20 years of serving public sector clients in Florida. She regularly assists local governments with the formulation of Land Development Code amendments, Comprehensive Plan updates, corridor studies and related implementing regulations, resiliency and infrastructure master planning and more. Alexis also provides expert witness testimony and analysis relating to a variety of litigation matters, including defending, local governments relating to Bert Harris claims and eminent domain matters.					
19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of Belle Isle Comprehensive Plan Update</b> (Belle Isle, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			4/2023 - 3/2025	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
Alexis served as Principal-in-Charge for the preparation of the initial assessment of the City's Comprehensive Plan, which had not been significantly updated since 2010. She also worked closely with Project Manager, Steve Noto and the planning team on the preparation of state and optional updates to the various elements of the Comprehensive Plan, including the Housing, Intergovernmental, and Future Land Use Elements. She also assisted in developing the community engagement approach to the project which included a series of workshops, an online survey, and the creation and coordination of a local stakeholder committee.					
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of Cocoa General Planning Services/Staff Augmentation</b> (Cocoa, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			4/2023 - Present	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
As Principal-in-Charge, Alexis provides support to the Project Manager/Point of Contact, Steve Noto, on a variety of planning services for the City of Cocoa. Heading into the second year of contracting the services, RVi reviews the majority of planning and zoning applications, prepares staff reports, meets with the City and Applicants to coordinate on project issues, and presents the cases at hearings. The role has expanded to include LDC and Comprehensive Plan updates relating to specific urban corridors and transit-oriented development. Alexis provides oversight and QA/QC support to the RVi team to ensure a high-quality work product.					
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of St. Cloud General Planning Services/Staff Augmentation</b> (St. Cloud, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			2/2023-Present	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
Alexis is the Principal-in-Charge and provides oversight on the review of private land development applications for PUD and conventional rezonings, site plans, comprehensive plan amendments, and annexations. Alexis assists the Project Manager with scheduling and resource allocation to ensure the City's response time of nine days is consistently met. She also provides QA/QC oversight and assists the team in complex code and Comprehensive Plan interpretations.					

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	
Rhea Hunter, AICP		Client Manager		a. TOTAL	b. WITH CURRENT FIRM
				7	3
15. FIRM NAME AND LOCATION (City and State)					
RVi Planning + Landscape Architecture (Bradenton/Sarasota, FL)					
16. EDUCATION (DEGREE AND SPECIALIZATION)			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
MBA in Project Management, University of the Cumberlands Master of Regional Planning, Cornell University Bachelor of Architecture, University of Mumbai			AICP Certified Planner No. 34797		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
Rhea is a driven City Planner with over seven years of professional planning experience. She has a strong base in municipal planning through experience at the City of North Port. At RVi, Rhea is active in developing client relationships, managing entitlement projects, drafting land use policy updates for municipalities, and providing expert witness support for eminent domain and other land use cases. Rhea is passionate about engaging with people and enjoys the challenge of working in new and varied contexts. She leverages her skills in project management and creativity as a designer to help communities grow in a sustainable manner.					
19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	City of North Port General Planning Services/Staff Augmentation (North Port, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			10/2023 - Ongoing	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
	Rhea serves as the Project Manager for the staff augmentation contract with the City of North Port. In this role, she manages review of a variety of projects, including comprehensive plan amendments, rezonings, variances, special exceptions, and site plans for consistency with the City's Comprehensive Plan and ULDC. She also manages the preparation of staff reports, resolutions, ordinances, and briefs, coordinating with City Staff regarding the Staff recommendation. Rhea manages all contractual deadlines for assignments.				
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	City of Cocoa General Planning Services/Staff Augmentation (Cocoa, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			4/2023 - Present	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
	Rhea assists the Project Manager on the review of privately initiated applications on behalf of the City. The role includes review of annexations, comprehensive plan amendments, rezonings, variances, special exceptions, and site plans for consistency with the City's Comprehensive Plan and Land Development Code. She also prepares staff reports and coordinates with City Staff regarding the Staff recommendation.				
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	City of LaBelle Comprehensive Plan Update (LaBelle, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			2/2025 - Present	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
	Rhea is currently leading work on updating the City of LaBelle's Comprehensive Plan, last updated in 2010. The effort includes preparing an Evaluation and Appraisal Report (EAR) and revisions related to changes in State Statutes, as well as community input. The project involves intensive community input, including public workshops, a community survey, and meetings with key stakeholders. The update is on track to be completed within a 12-month timeframe on a tight budget.				

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	
<b>Tom Sacharski, AICP</b>		Policy Planning/Development Review		a. TOTAL	b. WITH CURRENT FIRM
				9	2
15. FIRM NAME AND LOCATION (City and State)					
RVi Planning + Landscape Architecture (Bradenton/Sarasota, FL)					
16. EDUCATION (DEGREE AND SPECIALIZATION)			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
Master's in Urban Planning & Development, Cleveland State University			AICP Certified Planner No. 372800		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
Tom's career is marked by his tenure at the cities of North Port and Sarasota, where as a Staff Planner he played a pivotal role in shaping each city's growth and development. That included his coordination of stakeholder engagement efforts and public community meetings for numerous projects in Sarasota. Tom also serves as Vice President of Florida Planning and Zoning Association (FPZA) where he works to promote educational and networking opportunities for planners within the State of Florida.					
19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of Sarasota Staff Augmentation</b> (Sarasota, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			4/2025 - Present	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
Tom provides daily coordination and consulting services to the City of Sarasota during a recent staff shortage. Tom works daily at City Hall with staff and presents to City Boards to ensure the City can provide timely review of development petitions. Other tasks are completed as assigned such as permit review and meetings with community members on the City's behalf.					
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Turnleaf Planned Development</b> (Charlotte, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			8/2023 - 7/2024	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
Tom acted as Project Manager overseeing the rezoning of a 425-acre master planned community on the Burnt Store Road corridor in Charlotte County. The project involved maintaining consistency with the Burnt Store Road Overlay District and Charlotte County's TDR program.					
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Babcock Ranch MPD Amendment</b> (Punta Gorda, Florida)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			10/2023 - 7/2025	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
Project manager overseeing the amendment to the 4,157-acre MCP for Babcock Ranch Lee County to allow for multifamily and ALF units while providing for increased wetland areas. Amendment received unanimous approval from Lee County Board of Commissioners 7/2025					

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	
<b>Ryan Seacrist, PLA, ASLA</b>		Urban Design/Development Review		a. TOTAL	b. WITH CURRENT FIRM
				15	4
15. FIRM NAME AND LOCATION (City and State)					
RVi Planning + Landscape Architecture (Orlando, FL)					
16. EDUCATION (DEGREE AND SPECIALIZATION)			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
B.S., Landscape Architecture, West Virginia University; xMaster of Science, Urban & Regional Planning, University of Central Florida			Professional Landscape Architect, Florida LA6667322; West Virginia No. 387		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
Ryan specializes in landscape architectural planning and design and has a passion for developing elevated human experiences through thoughtful and inspired placemaking. His skill set and experience includes project management, master planning, complete streets, public engagement, wayfinding, site analysis, site/civil design, low impact development, and brownfield remediation. Ryan has been involved in a variety of public and private sector projects including parks and recreation, K-12 and higher education, corporate campuses, mixed-use developments, urban plazas and streetscapes, multi-family, and master planned communities.					
19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>Maitland Library &amp; Park Conceptual Design</b> (Maitland, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			1/2023 - 12/2023	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE			<input checked="" type="checkbox"/> Check if project performed with current firm	
	Ryan served as Project Principal & Design Lead for the site master plan for a 20,000 SF library and adjacent 2.5-acre city park - Quinn Strong Park. The site will serve as a central park and community library to a cultural campus that includes an art and history museum and event space. The site is designed to create a seamless pedestrian access from the corner of Packwood Avenue and Maitland Avenue, through the library, and into the adjacent Quinn Strong Park that the library building is situated within. The project also includes renovation of the current historical library building that is situated on the block south of Quinn Strong Park.				
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of St. Cloud Planning &amp; Landscape Architecture CSA</b> (St. Cloud, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			2/2023 - Ongoing	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE			<input checked="" type="checkbox"/> Check if project performed with current firm	
	Ryan was the Principal Landscape Architect responsible for the review of landscape architecture elements of various site development plan permits as an extension of staff to the City of Saint Cloud planning department. Also serves as Principal for landscape architecture work orders that may arise from the multi-year continuing services contract.				
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of Cocoa Planning Services &amp; Staff Augmentation</b> (Cocoa, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			4/2023 - Present	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE			<input checked="" type="checkbox"/> Check if project performed with current firm	
	Ryan supports the delivery of services to the City across various planning and community development projects. He assists with reviewing planning and zoning applications, contributes to preparing staff reports, and participates in meetings with the City and Applicants to address project issues.				

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	
<b>Patty Kulak</b>		Policy Planning/Development Review		a. TOTAL	b. WITH CURRENT FIRM
				8	2
15. FIRM NAME AND LOCATION (City and State)					
RVi Planning + Landscape Architecture (Bonita Springs, FL)					
16. EDUCATION (DEGREE AND SPECIALIZATION)			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
Associate & Bachelor of Business Administration, Ashworth College			N/A		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
Patty is a seasoned planning professional specializing in petition review, impact study analysis, and presenting planning documentation to elected boards. Patty's strengths lie in analytical capabilities and ability to adapt to dynamic challenges in municipal planning and overall development. She is active in community and planning organizations, including the Florida Planning & Zoning Association, Leadership Collier Foundation (LCF), and Florida Women's Leadership Association.					
19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of LaBelle Comprehensive Plan Update</b> (LaBelle, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			12/2024 - Present	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
Patty is assisting Rhea Hunter in RVi's work to update the City of LaBelle's Comprehensive Plan, last updated in 2010. The effort includes preparing an Evaluation and Appraisal Report (EAR) and revisions related to changes in State Statutes, as well as community input. The project involves intensive community input, including public workshops, a community survey, and meetings with key stakeholders. The update is on track to be completed within a 12-month timeframe on a tight budget.					
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of LaBelle Planning Services &amp; Staff Augmentation</b> (LaBelle, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			6/2024 - Present	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
Patty assists with the day-to-day tasks that come from RVi serving as a contracted extension of planning staff for the city. She replies to preliminary questions from the public regarding land development and zoning and assists with the "Planner on Call" role. RVi reviews and processes all planning and zoning applications submitted to the City, and provides presentations of all applications requiring public hearing to the City Commission and advisory boards.					
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of Naples Comprehensive Plan</b> (Naples, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			2020 - 2024	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm				
Patty contributed to the development and update of multiple elements of the City of Naples Comprehensive Plan while on staff at the City, including transportation, land use, housing, infrastructure, capital improvements, conservation, and natural resources. Her role involved researching, compiling, and analyzing demographic, statistical, and geographic data to support long-range planning efforts and inform official publications.					

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	
<b>Patrick Murray, AICP</b>		Development Review/Data Analysis/GIS		a. TOTAL	b. WITH CURRENT FIRM
				6	3
15. FIRM NAME AND LOCATION (City and State)					
RVi Planning + Landscape Architecture (Orlando, FL)					
16. EDUCATION (DEGREE AND SPECIALIZATION)			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
B.S., Geography, Florida State University GIS Technical Certificate, Florida State College at Jacksonville			AICP-Certified Planner No. 36698		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
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.					
19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of Belle Isle Comprehensive Plan Update</b> (Belle Isle, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			4/2023 - 3/2025	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
	Patrick assisted in the preparation of the preliminary analysis to guide the update of the City's Comprehensive Plan, which had not been significantly updated since 2010. In addition to supporting the analysis of demographic changes, Patrick utilized GIS to address changes in the City's vacant lands, land use typologies, and annexations to inform the process. Patrick also coordinated and assisted in the presentation of the information at multiple public workshops, and prepared the online citizen survey and analyzed the results to prepare the final proposed amendments.				
b.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of Cocoa General Planning Services &amp; Staff Augmentation</b> (Cocoa, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			4/2023 - Present	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
	Patrick assists the Project Manager on the review of privately initiated applications on behalf of the City. The role includes review of annexations, comprehensive plan amendments, rezonings, variances, special exceptions, and site plans for consistency with the City's Comprehensive Plan and Land Development Code. He also prepares staff reports and coordinates with City Staff regarding the Staff recommendation. As the GIS specialist on the team, Patrick also maintains the City's GIS shape files and ensures the City's Future Land Use and Zoning Maps remain updated.				
c.	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED		
	<b>City of St. Cloud General Planning Services &amp; Staff Augmentation</b> (St. Cloud, FL)		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
			2/2023 - Present	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm				
	Patrick assists the Project Manager on the review of privately initiated applications on behalf of the City. The role includes review of annexations, comprehensive plan amendments, rezonings, variances, special exceptions, and site plans for consistency with the City's Comprehensive Plan and Land Development Code. Patrick also prepares staff reports and coordinates with City Staff regarding the Staff recommendation. Patrick maintains all contractual deadlines with the City, including their requirement for review of applications within nine days of assignment				

TAB 4

---

# TEAM'S EXPERIENCE IN SIMILAR PROJECTS

4

Team's Experience in  
Similar Projects

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)	<b>20. EXAMPLE PROJECT KEY NUMBER</b>	
	1	
21. TITLE AND LOCATION (City and State)	22. YEARS COMPLETED	
<b>City of North Port Development Review Services</b> North Port, FL	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	10/2023 - Ongoing	N/A
<b>23. PROJECT OWNER'S INFORMATION</b>		

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of North Port	Alaina Ray/Gabriel Quintas	941.429.7098/941.429.7156

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

Since 2023, RVi has served as a trusted planning partner to the City of North Port, providing on-call development review services to support the City's planning operations. Our team collaborates closely with City Staff to ensure that privately initiated development applications are consistent with the City's adopted Comprehensive Plan and adhere to the Unified Land Development Code (ULDC) standards.

Our scope of work includes the comprehensive review of a wide array of application types, including Pre-Application Conferences, Comprehensive Plan Amendments, Rezoning, Special Exceptions, Plats, Site Development and Infrastructure Plans, Variances, and requests for Vacation of Easements. RVi planners examine each application for completeness, compliance, and conformance with applicable local and state planning regulations and policies.

Once an application is deemed sufficient for scheduling before advisory boards or elected officials, RVi supports the City by preparing detailed staff reports and analyses that outline findings and planning recommendations. We also assist with the drafting of supporting documents such as staff briefs, ordinances, and resolutions. Our team coordinates closely with City Staff to finalize documents and ensure that materials are prepared accurately and on time for public hearings.

**SCOPE & RELEVANCE TO RFP**

- Comprehensive Development Code/Land Development Regulations
- Development Plan Review
- Staff Report Preparation
- Drafting of Ordinances/Resolutions



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	RVi Planning + Landscape Architecture	Sarasota, FL	Prime - Planning & Community Engagement
b.			
c.			

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)	<b>20. EXAMPLE PROJECT KEY NUMBER</b>	
	<b>2</b>	
21. TITLE AND LOCATION (City and State)	22. YEARS COMPLETED	
<b>City of Sarasota Staff Augmentation Services</b> Sarasota, FL	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	4/2025 - Present	N/A
<b>23. PROJECT OWNER'S INFORMATION</b>		

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of Sarasota	Alison Christie	941.263.6516

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

RVi is currently engaged by the City of Sarasota under an on-call, as-needed professional services agreement to support municipal planning efforts through staff augmentation.

As part of this role, RVi performs comprehensive code compliance reviews for proposed development projects submitted to the City. These reviews involve a detailed evaluation of each project to ensure alignment with the City's land development regulations, zoning ordinances, and applicable planning policies. RVi also chairs regular DRC meetings where City departments discuss and review proposed developments.

Following the DRC process, RVi prepares detailed staff reports summarizing findings, outlining recommendations, and analyzing each project's compliance with City codes. RVi team members present these findings at public hearings and board meetings, offering professional planning expertise and answering technical questions.

Additionally, RVi serves as the City's representative in public and stakeholder meetings, engaging directly with developers, property owners, residents, and community groups to discuss development-related concerns. This includes addressing questions about proposed projects, clarifying code requirements, and ensuring transparency and collaboration between the City and its constituents.

**SCOPE & RELEVANCE TO RFP**

- Land Use Planning/ Studies
- Development Plan Review
- Zoning Code Analysis
- Public Involvement & Consensus Building
- Professional Writing
- Comprehensive Development Code/Land Development Regulations
- Urban Design & Best Practices/Guidelines



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	RVi Planning + Landscape Architecture	Sarasota, FL	Prime - Planning & Community Engagement
b.			
c.			

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM’S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)	<b>20. EXAMPLE PROJECT KEY NUMBER</b>	
	<b>3</b>	
21. TITLE AND LOCATION (City and State)	22. YEARS COMPLETED	
<b>City of Deltona Staff Augmentation Services</b> Deltona, FL	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	6/2024 - Present	N/A
<b>23. PROJECT OWNER’S INFORMATION</b>		

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of Deltona	Jordan Smith	386.878.8650

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

RVi was contracted on a project-based agreement by the City of Deltona to prepare amendments to the Land Development Code, addressing updates to application types, review processes, and review criteria. This service included the development of a streamlined process to expedite certain petitions, such as reducing hearings and/or the administrative review process. The deliverable included a written summary outlining sections of the Land Development Code amendment, providing amendments in strike-through/underline WORD format as a draft ordinance, as well as a clean version of the adopted amendments for the City Clerk and City Attorney.

Additional project-based services include identifying and providing updates to the Land Development Code for non-residential architectural design standards. The purpose of the proposed design standards is to ensure that future non-residential developments and redevelopment will have a high level of overall aesthetic appeal and visual interest, thereby promoting the City of Deltona as an attractive destination for residents, workers, and visitors. The deliverable included an outline of distinctive architectural styles or vernaculars to be used throughout the City, while also providing alternative design standards that give flexibility for alternative architectural development designs. RVi represented the City and proposed amendments, which were presented to the Planning and Zoning Board and City Council.

**SCOPE & RELEVANCE TO RFP**

- Comprehensive Development Code/Land Development Regulations
- Public Involvement & Consensus Building
- Urban Design & Best Practices/Guidelines
- General Planning Services



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	RVi Planning + Landscape Architecture	Sarasota, FL	Prime - Planning & Community Engagement
b.			
c.			

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM’S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)	<b>20. EXAMPLE PROJECT KEY NUMBER</b>	
	4	
21. TITLE AND LOCATION (City and State)	22. YEARS COMPLETED	
<b>City of Sarasota Economic Development</b> Sarasota, FL	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	5/2024 - 5/2025	N/A
<b>23. PROJECT OWNER’S INFORMATION</b>		

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of Sarasota	Wayne Applebee	941.263.6281

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

RVi and Redevelopment Management Associates (RMA) were selected by the City of Sarasota to conduct an Economic Market Analysis for the state of the City and to provide a vision for future industry growth within the City. The project required significant public outreach and analysis of existing conditions to understand underutilized areas of the City for potential targeted industries that the City was looking to attract. RVi played a key role in this effort by leading the zoning and land use analysis. Our team reviewed existing zoning maps, land development codes, and parcel data to assess the compatibility of current regulations with the City’s economic development goals. In collaboration RMA, RVi also facilitated a series of community meetings designed to gather input from residents, business owners, and other stakeholders. These meetings helped ensure the planning process was inclusive and responsive to community needs and aspirations.

An economic visioning plan was developed by RMA with strong technical support from RVi. This plan outlined key strategies and recommendations for aligning land use policies with economic development initiatives. The findings and recommendations were formally presented to the City Commission in a workshop held in May 2025, providing decision-makers with a strategic roadmap to guide future growth and investment.

**SCOPE & RELEVANCE TO RFP**

- Land Use Planning/Studies
- Zoning Code Analysis
- Public Involvement & Consensus Building
- Master Plan/Special Area Plans
- Community Redevelopment Studies, Planning, Administration, & Implementation



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	RVi Planning + Landscape Architecture	Sarasota, FL	Subconsultant (RMA Prime) - Planning & Community Engagement
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
b.			

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)			20. EXAMPLE PROJECT KEY NUMBER	
21. TITLE AND LOCATION (City and State)			22. YEARS COMPLETED	
City of LaBelle Miscellaneous Planning Services LaBelle, FL			PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
			2021-Present	N/A
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER		b. POINT OF CONTACT NAME		c. POINT OF CONTACT TELEPHONE NUMBER
City of LaBelle		Mitchell Wills		863.835.2774
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)				
<p>RVi is undertaking a holistic and incremental update of the City's Land Development Code to identify amendments required based on changing conditions, land use patterns, and the need to modernize most sections of the LDC not changed since initial adoption in 1967. The updates also address changes required due to state preemption on local rule as well as reworking procedural and processing changes required by legislative changes.</p> <p>To date, RVi has updated the subdivision regulations, commercial design standards, parking requirements, and created supplementary regulations pertaining to food trucks, mini-warehouse design standards, and created two corridor overlay districts to protect the character and quality of development in the City.</p> <p>The next set of priorities include rewriting the zoning districts, including the historical Downtown Business District; updating evaluation criteria for various zoning processes; and incorporating requirements for multi-modal design and infrastructure.</p>			<p><b>SCOPE &amp; RELEVANCE TO RFP</b></p> <ul style="list-style-type: none"> <li>Comprehensive Development Code/Land Development Regulations</li> <li>Master Plan/Special Area Plans</li> <li>Activity Center &amp; Corridor Planning</li> <li>Urban Design &amp; Best Practices/Guidelines</li> <li>Historic Preservation &amp; Evaluation and Reports</li> <li>Public Involvement &amp; Consensus Building</li> <li>Architectural Renderings</li> <li>Market Research;</li> <li>Demographics/Socio-Economic</li> </ul>	
				
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT				
a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE	
	RVi Planning + Landscape Architecture	Orlando, FL	Prime-Planning & Community Engagement	
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE	

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)	<b>20. EXAMPLE PROJECT KEY NUMBER</b>	
	<b>6</b>	
21. TITLE AND LOCATION (City and State)	22. YEARS COMPLETED	
<b>Marco Island Comprehensive Plan Update</b> Marco Island, FL	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	2019-2021	N/A
<b>23. PROJECT OWNER'S INFORMATION</b>		

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of Marco Island	Daniel Smith, AICP	239.389.5021

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

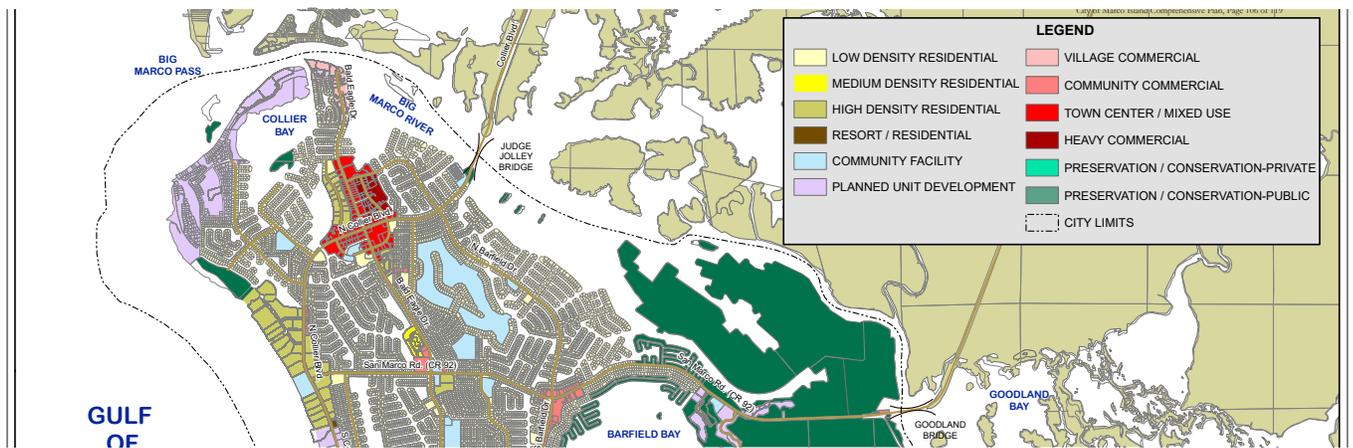
RVi, in conjunction with Florida Gulf Coast University (FGCU), was selected by the City of Marco Island to conduct a full assessment and update of their Comprehensive Plan, last updated in 2009. A key area of focus was the rewrite of the Conservation and Coastal Management Element, including updated policy for wetland protection, protected species management, and mitigation for environmental impacts.

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

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

**SCOPE & RELEVANCE TO RFP**

- Comprehensive Development Code/Land Development Regulations
- Land Use Planning/Studies
- Comprehensive Planning, Preparation, Evaluation, & Implementation
- Public Involvement & Consensus Building
- Market Research; Demographics/Socio-Economic
- General Planning Services



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	RVi Planning + Landscape Architecture	Orlando, FL	Subconsultant – Planning & Community Development Services
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM’S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)	<b>20. EXAMPLE PROJECT KEY NUMBER</b>	
	7	
21. TITLE AND LOCATION (City and State)	22. YEARS COMPLETED	
<b>City of Belle Isle Comprehensive Plan Update</b> Belle Isle, FL	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	4/2023 - Present	N/A

23. PROJECT OWNER’S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of Belle Isle	Raquel Lozano	407.793.5348

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

RVi was selected by the City of Belle Isle to conduct a full assessment and update of their Comprehensive Plan, last updated in 2010. A key area of focus was the rewrite of the Conservation Element, including updated policies for lake protection, enhancement, and monitoring of water quality. The project also requires significant updates relating to state legislative changes, such as concurrency and the Live Local Act.

The Assessment Report was completed within six months of contract execution and within the original budget. The team also conducted several workshops and an online survey to garner early input from the public as part of the critical first phase of the project. Following the successful completion of the assessment, RVi prepared rewrites of all elements within the Comprehensive Plan to address the community vision, changes in demographics, as well as emerging redevelopment trends and growth pressures. The Comprehensive Plan was drafted and curated with the community within 12 months of contract execution.

**SCOPE & RELEVANCE TO RFP**

- Comprehensive Development Code/Land Development Regulations
- Land Use Planning/Studies
- Comprehensive Planning, Preparation, Evaluation, & Implementation
- Public Involvement & Consensus Building
- Market Research; Demographics/Socio-Economic
- General Planning Services



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	RVi Planning + Landscape Architecture	Orlando, FL	Prime - Planning & Community Engagement
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM’S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)	<b>20. EXAMPLE PROJECT KEY NUMBER</b>	
	<b>8</b>	
21. TITLE AND LOCATION (City and State)	22. YEARS COMPLETED	
<b>City of Cocoa General Planning Services/Staff Augmentation</b> Cocoa, FL	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	4/2023 - Present	N/A
<b>23. PROJECT OWNER’S INFORMATION</b>		

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of Cocoa	Stockton Whitten	321.433.8737

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

The City of Cocoa hired RVi in April 2023 to perform the services of their planning department due to staffing constraints. In this capacity, RVi serves as City Staff for the review of private land development applications, including Planned Unit Developments (PUD) and conventional zonings, comprehensive plan amendments, annexations, site plans, variances, and more. RVi attends pre-application meetings and maintains project review schedules mandated by state statutes. Additionally, RVi serves as the “planner on-call” addressing inquiries from the public regarding planning and zoning matters.

RVi regularly attends meetings of the Board of Adjustment, Planning & Zoning Board, and City Council to present projects on behalf of staff, including staff report and presentation preparation services. RVi’s role has expanded to include planning consultation on a variety of matters, such as LDC and Comprehensive Plan updates, corridor studies, advisory services on the implementation of state legislative changes, and community engagement/outreach services.



- SCOPE & RELEVANCE TO RFP**
- General Planning Services
  - Development Plan Review
  - Comprehensive Development Code/Land Development Regulations
  - Community Redevelopment Studies, Planning, Administration, & Implementation
  - Land Use Planning/ Studies
  - Master Plan/Special Area Plans
  - Activity Center & Corridor Planning
  - Urban Design & Best Practices/Guidelines
  - Public Involvement & Consensus Building

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	RVi Planning + Landscape Architecture	Orlando, FL	Prime - Planning & Community Engagement
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)	<b>20. EXAMPLE PROJECT KEY NUMBER</b>	
	<b>9</b>	
21. TITLE AND LOCATION (City and State)	22. YEARS COMPLETED	
<b>City of St. Cloud General Planning Services/Staff Augmentation</b> St. Cloud, FL	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	2/2023-Present	N/A
<b>23. PROJECT OWNER'S INFORMATION</b>		

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of St. Cloud	Dagmarie Segarra	407.957.7134

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

RVi staff regularly review private land development applications for PUD and conventional zoning, comprehensive plan amendments, annexations, and more on behalf of City Planning staff. The City requires a response time of nine days, which RVi consistently meets. We review applications for sufficiency, and provide preliminary analysis and comments to City staff. Following sufficiency, we work with the various departments to prepare staff reports for use at public hearings.

Additional tasks include:

- Conduct pre-application meetings
- Coordinate review of new application submissions
- Review and prepare insufficiency comments based upon Comprehensive Plan & LDC
- Prepare staff reports
- Prepare LDC Amendments and Updates up request
- Prepare Comprehensive Plan Amendments and Updates upon request

**SCOPE & RELEVANCE TO RFP**

- General Planning Services
- Development Plan Review
- Comprehensive Development Code/Land Development Regulations
- Land Use Planning/Studies
- Public Involvement & Consensus Building



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

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	RVi Planning + Landscape Architecture	Orlando, FL	Prime - Planning & Community Engagement
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)	<b>20. EXAMPLE PROJECT KEY NUMBER</b>	
	<b>10</b>	
21. TITLE AND LOCATION (City and State)	22. YEARS COMPLETED	
<b>City of LaBelle Economic &amp; Disaster Resiliency Plan</b> LaBelle, FL	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
	2019	N/A
<b>23. PROJECT OWNER'S INFORMATION</b>		

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of LaBelle	Mitchell Wills	863.835.2774

**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 and disaster resiliency plan that could build upon the local strengths and assets of the City.

As the planning consultant for the City since 2018, RVi was tasked with the development of a comprehensive community-driven economic development and disaster resiliency 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
- 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.

**SCOPE & RELEVANCE TO RFP**

- Land Use Planning/Studies
- Master Plan/Special Area Plans
- Community Redevelopment Studies, Planning, Administration, & Implementation
- Urban Design & Best Practices/Guidelines
- Historic Preservation & Evaluation & Reports
- Public Involvement & Consensus Building
- Market Research; Demographics/Socio-Economic



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

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	RVi Planning + Landscape Architecture	Orlando, FL	Prime-Planning & Community Engagement
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE



TAB 5

---

# MANAGEMENT APPROACH & PROJECT CONTROL

## PROJECT UNDERSTANDING & MANAGEMENT

---

We understand that the City of North Port is looking for qualified, knowledgeable planning support services to supplement its current staff. RVi is currently serving the City in this role and sees this as an opportunity to continue to support your staff in the same capacity.

The primary goal of the City's support request is for Development Review Services. We view ourselves as an extension of staff and bring to the table:

### STRONG COMMITMENT TO OUR CLIENT'S SUCCESS

Development reviews, while routine, are not merely a compliance exercise. They shape the built environment for the community. Every assignment, no matter how minor, is treated with a high sense of priority by RVi. Our commitment ensures that deadlines are consistently met, while also supplementing their existing in-house expertise with an added layer of flexibility and specialized knowledge. We take pride in being reliable resources for City Staff to lean on.

The City is committed to excellence as evidenced by its recent adoption of an updated ULDC and transfer of permitting to the online Accela software. Beyond Development Reviews, we are experienced and equipped to support the City with long-range planning projects including Comprehensive Plan EARs and Updates, Land Development Code Updates, Specialized Master Plans, Form-Based Code and more.

### STREAMLINED APPROACH

Client Manager, Rhea Hunter, AICP will serve as the City's main point of contact, fielding requests and corresponding with City staff. Rhea's previous experience as a Planner III with the City as well as current role leading public and private work in the City enables her to provide quick and efficient service. When an inquiry is directed to the RVi team, Rhea will respond generally within a few hours of receipt. She will develop a staffing plan, including selecting, assembling, and assigning work to project team members with the appropriate skill sets to meet the project deliverables that are identified based on the City's request. Once drafts of the deliverable are prepared, Rhea will perform requisite QA/QC to ensure that the deliverable meets the standards of the City, after which Rhea will transmit final deliverables.

### COST & TIME-EFFICIENT SUPPORT

We have unmatched experience in providing the City of North Port with Development Review Services support. This experience translates into a series of cost and time efficiencies in our service abilities:

- » We can leverage a deep knowledge of the City's new and old ULDC and Comprehensive Plan, optimizing project review times while strictly adhering to regulations.
- » Our profound understanding of the City's standard operating procedures enables us to swiftly navigate complexities, reducing project timeline bottlenecks and associated costs.
- » With established familiarity among City staff and adeptness in collaborative inter-departmental work, we enhance efficiency, minimizing coordination challenges and fostering cost-effective outcomes.

### HIGH-QUALITY WORK PRODUCTS

It is our priority to lighten City staff's workload. RVi has developed a robust system for Quality Assurance/Quality Control for serving its public sector clientele. We work hand-in-hand with City staff to put the right protocol in place to deliver a final product that City staff feel confident in publishing. This is done through:

- » Clear upfront communication on needs, expectations and timelines.
- » Utilizing the City's preferred formats for comments, staff reports and memos.
- » Receiving staff's consensus and buy-in on final recommendations.
- » Developing a system for continuous project tracking, and routine status meetings with City Staff to ensure every task is allocated adequate resources and time for successful completion.

## PROJECT UNDERSTANDING & PERSONNEL RESOURCE ALLOCATION

### TRANSPARENT AND CONTINUOUS COMMUNICATIONS

We are highly responsive and know that any working relationship is built on a foundation of strong communication. Successful communication is driven by when that communication is made. We know 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 inter-departmental coordination, and statutory state and federal review requirements. We aim for no surprises in performing our work.

### LOCAL AND TIMELY CUSTOMER SERVICE

One of our core values has always been honest, exceptional customer service. We are highly responsive and are committed to delivering support under tight timelines. Work under this assignment will be managed locally out of our Bradenton/Sarasota office, while relying on our state-wide team for efficiencies. We have four planners based in our Bradenton/Sarasota office and can easily provide the City with in-person services at request.

When RVI is assigned a new project review, priorities are re-evaluated to ensure timely completion of deadlines. We understand the dynamic nature of work conducted through the Planning Division, and that unexpected deadlines may arise. The work schedule of each team member is structured to allow for flexibility with shifting tasks to complete rush/expedited reviews, as needed.

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	30 hours	10 hours
Rhea Hunter, AICP	Client Manager	25 hours	15 hours
Tom Sacharski, AICP	Policy Planning / Development Review	25 hours	15 hours
Ryan Seacrist, PLA, ASLA	Urban Design / Development Review	25 hours	15 hours
Patrick Murray, AICP	Development Review / Data Analysis / GIS	30 hours	10 hours
Patty Kulak	Policy Planning / Development Review	25 hours	15 hours

TAB 6

---

# REFERENCES

## REFERENCES

1

### CITY OF SARASOTA - STAFF AUGMENTATION

ALISON CHRISTIE • General Manager- Development Services  
alison.christe@sarasotaFL.gov • 941.263.6516

1575 2nd Street, 4th Floor • Sarasota, FL 34236 • 941.263.6280

#### RELEVANT PROJECT

City of Sarasota Staff Augmentation

#### CONTRACT VALUE

\$107,600

#### DISCIPLINE

Planner

#### CONTRACT DURATION

2025 - Present

#### TYPE OF SERVICES PROVIDED

Ongoing development review, planning, and consulting services as needed.

2

### CITY OF SARASOTA - ECONOMIC DEVELOPMENT

WAYNE APPLEBEE • Economic Development Director  
wayne.applebee@sarasotafl.gov • 941.263.6281

1575 2nd Street, 4th Floor • Sarasota, FL 34236 • 941.263.6280

#### RELEVANT PROJECT

Economic, Financial, and Marketing Consultation Services

#### CONTRACT VALUE

\$25,000

#### DISCIPLINE

Planner

#### CONTRACT DURATION

2024 - 2025

#### TYPE OF SERVICES PROVIDED

Economic marketing analysis, public outreach/coordination, and zoning/land use regulations review

3

### CITY OF COCOA

STOCKTON WHITTEN • City Manager  
swhitten@cocoafl.org • 321.433.8737

65 Stone Street • Cocoa, FL 32922 • 321.433.8535

#### RELEVANT PROJECT

City of Cocoa Planning & Landscape Architectural Services

#### CONTRACT VALUE

\$531,000

#### DISCIPLINE

Planner

#### CONTRACT DURATION

2023- Present

#### TYPE OF SERVICES PROVIDED

Planner on-call services, comprehensive plan update/rewrite, community engagement/public outreach

## REFERENCES CONT.

4

### CITY OF BELLE ISLE

RICK RUDOMETKIN, CPM, ICMA-CM • City Manager  
rickr@belleislefl.gov • 407.389.5021

1600 Nela Ave. • Belle Isle, FL 32809 • 407.851.7730

#### RELEVANT PROJECT

City of Belle Isle Comprehensive Plan

#### CONTRACT VALUE

\$121,500

#### DISCIPLINE

Planner

#### CONTRACT DURATION

2023 - 2025

#### TYPE OF SERVICES PROVIDED

LDC and comprehensive plan amendments/updates, land use studies, and public engagement

5

### CITY OF LaBELLE

MITCHELL WILLS • Superintendent of Public Works  
mwills@citylabelle.com • 407.389.5021

481 West Hickpochee Avenue • LaBelle, FL 33935 • 863.675.2872

#### RELEVANT PROJECT

City of LaBelle Miscellaneous Planning Services

#### CONTRACT VALUE

\$91,800

#### DISCIPLINE

Planner

#### CONTRACT DURATION

2024- Present  
(Engaged Since 2018)

#### TYPE OF SERVICES PROVIDED

Miscellaneous planning services, LDC and comprehensive plan amendments/review, GIS database updates, etc.

6

### CITY OF DELTONA

JORDAN SMITH • Planning Director  
josmith@deltonafl.gov • 386.878.8650

2345 Providence Blvd • Deltona, FL 32725 • 386.878.8650

#### RELEVANT PROJECT

City of Deltona Staff Augmentation

#### CONTRACT VALUE

\$58,000

#### DISCIPLINE

Planner

#### CONTRACT DURATION

2024- Present

#### TYPE OF SERVICES PROVIDED

LDC updates/revisions and permitting administration services

**NOTE:** Reference forms for all the above clients are included on the following pages.

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

**ATTACHMENT 3b  
REFERENCE AND PERFORMANCE QUESTIONNAIRE VERIFICATION FORM**

RFP 2025-36 Professional Planning Services – Continuing Services for City of North Port. It is the intent of the City of North Port to request proposals from experienced, competent, and qualified State of Florida licensed/certified firms for the City of North Port Professional Planning Services on an as-needed basis.

**1. Contractor Information (Proposer information)**

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

**ADDRESS:** 8725 Pendery Place, Suite 101

**Telephone number #:** 941-706-6132

**E-mail:** tsacharski@rviplanning.com

**Point of Contact** Tom Sacharski, AICP

**Contact Phone Number** 941-706-6132

**2. Worked Performed as**  Prime  Sub Contractor  Joint Venture  Other (Explain)  
**Percent of project work performed** 100 %  
**If Subcontractor, who was the prime (Name/Phone #)** \_\_\_\_\_

**3. CONTACT INFORMATION**

**Contract Number:** 25002436 - Staff Augmentation Services

**Contract Type:**  Firm Fixed Price  Cost Reimbursement  Other (please specify): Ongoing Staff Aug. Services

**Contract Title:**  
City of Sarasota Staff Augmentation

**Contract Location:**  
City of Sarasota

**Award Date (mm/dd/yy)** March 28, 2025

**Actual Completion Date:** Ongoing - Daily

**Original Contract Price (Award Amount):** Hourly

**Final Contract Price (to include all modifications, if applicable):** \$107,600 billed currently

**Explain the Difference:** Billed for hourly services for staff augmentation services, as needed.

**4. PROJECT DESCRIPTION: Complexity of Work**  HIGH  MED  ROUTINE

How is this project relevant to project submission?

Provided ongoing development review, planning, and consulting services as needed to augment the City's needs during their staffing shortage.

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

<p>_____</p> <p>_____</p>
<p><b>5. CLIENT INFORMATION</b></p> <p><b>Name:</b> <u>Alison Christie</u> <b>Title:</b> <u>General Manager - Development Services</u></p> <p><b>Name of Entity:</b> <u>City of Sarasota</u></p> <p><b>Phone Number:</b> <u>941-263-6516</u></p> <p><b>E-Mail:</b> <u>alison.christie@sarasotaFL.gov</u></p>

PERFORMANCE EVALUATION	(CHECK) "YES" OR "NO"
1. Was the scope of work performed similar in nature?	<input checked="" type="checkbox"/> YES OR <input type="checkbox"/> NO
2. Did this company have the proper resources and personnel by which to get the job done? If no, please describe: _____ _____	<input checked="" type="checkbox"/> YES OR <input type="checkbox"/> NO
3. Were any problems encountered with the company's work performance? If yes, please describe: _____ _____	<input type="checkbox"/> YES OR <input checked="" type="checkbox"/> NO
4. How long did the company/individual work for you?	Years: _____ Months: <u>4</u>
5. On a scale of 1 to 10, 10 being best, how would you rate the overall work performance, considering professionalism; final product; personnel; resources. Rate from 1 to 10. (10 being highest)	<u>9</u>
6. If the opportunity were to present itself, would you rehire this company? If no, please state why: _____	<input checked="" type="checkbox"/> YES OR <input type="checkbox"/> NO
7. Date Questionnaire completed	(mm/dd/yy) <u>07/23/25</u>

8. Please provide any additional comments pertinent to this company and the work performed for you (you may use additional pages):

\_\_\_\_\_

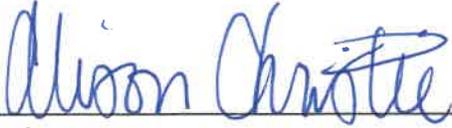
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

---



Signature

**INSTRUCTIONS:**

**PROPOSER WILL SEND THIS FORM TO EACH REFERENCED CLIENT LISTED ON ATTACHMENT 3. THE CLIENT IS TO COMPLETE THIS FORM AND RETURN DIRECTLY BACK TO THE PROPOSER. THE PROPOSER WILL SUBMIT THE COMPLETED FORM WITH THEIR PROPOSAL. IT IS THE PROPOSER'S RESPONSIBILITY TO OBTAIN AND SUBMIT ALL COMPLETED FORMS WITH THEIR PROPOSAL PACKAGE.**

**IF THERE ARE UNFORESEEN CIRCUMSTANCES AND THE CLIENT CANNOT RETURN COMPLETED FORM DIRECTLY TO THE PROPOSER, COMPLETED FORMS MAY BE DIRECTLY SUBMITTED TO:  
[PURCHASING@NORTHPORTFL.GOV](mailto:PURCHASING@NORTHPORTFL.GOV) REFERENCING THE RFP #: 2025-12.**

**THE CITY RESERVES THE RIGHT TO VERIFY ANY AND ALL INFORMATION ON THIS FORM.**

**NOTE: IF COMPLETED REFERENCES ARE NOT RETURNED TO PURCHASING, IT MAY AFFECT THE EVALUATION RATING.**

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

**ATTACHMENT 3b  
REFERENCE AND PERFORMANCE QUESTIONNAIRE VERIFICATION FORM**

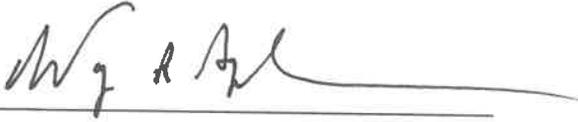
RFP 2025-36 Professional Planning Services – Continuing Services for City of North Port. It is the intent of the City of North Port to request proposals from experienced, competent, and qualified State of Florida licensed/certified firms for the City of North Port Professional Planning Services on an as-needed basis.

<b>1. Contractor Information (Proposer information)</b>
FIRM NAME: RVi Planning + Landscape Architecture
ADDRESS: 8725 Pendery Place, Suite 101
Telephone number #: 941-706-6132
E-mail: tsacharski@rviplanning.com
Point of Contact <u>Tom Sacharski, AICP</u>
Contact Phone Number <u>941-706-6132</u>
<b>2. Worked Performed as</b> <input type="checkbox"/> Prime <input checked="" type="checkbox"/> Sub Contractor <input type="checkbox"/> Joint Venture <input type="checkbox"/> Other (Explain) Percent of project work performed <u>25</u> % If Subcontractor, who was the prime (Name/Phone #) <u>Redevelopment Management Associates (RMA)</u> <u>Adriane, Estaban, Senior Project Manager, 407-497-8928</u>
<b>3. CONTACT INFORMATION</b> Contract Number: <u>18-39DB - Economic, Financial and Marketing Consultation Services</u>  Contract Type: <input checked="" type="checkbox"/> Firm Fixed Price <input type="checkbox"/> Cost Reimbursement <input checked="" type="checkbox"/> Other (please specify): _____  Contract Title: <u>Economic, Financial and Marketing Consultation Services</u>  Contract Location: <u>City of Sarasota</u>  Award Date (mm/dd/yy) <u>5/14/2024</u>  Actual Completion Date: <u>5/2025</u>  Original Contract Price (Award Amount): <u>\$25,000</u>  Final Contract Price (to include all modifications, if applicable): <u>\$25,000</u>  Explain the Difference: _____
<b>4. PROJECT DESCRIPTION: Complexity of Work</b> <input checked="" type="checkbox"/> HIGH <input type="checkbox"/> MED <input type="checkbox"/> ROUTINE How is this project relevant to project submission? <u>Professional services related to the Sarasota Economic Market analysis and visioning project: public outreach/coordination, review land use &amp; zoning regulations, provide recommendations and visioning for future City growth.</u>



**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

---



Signature

**INSTRUCTIONS:**

**PROPOSER WILL SEND THIS FORM TO EACH REFERENCED CLIENT LISTED ON ATTACHMENT 3. THE CLIENT IS TO COMPLETE THIS FORM AND RETURN DIRECTLY BACK TO THE PROPOSER. THE PROPOSER WILL SUBMIT THE COMPLETED FORM WITH THEIR PROPOSAL. IT IS THE PROPOSER'S RESPONSIBILITY TO OBTAIN AND SUBMIT ALL COMPLETED FORMS WITH THEIR PROPOSAL PACKAGE.**

**IF THERE ARE UNFORESEEN CIRCUMSTANCES AND THE CLIENT CANNOT RETURN COMPLETED FORM DIRECTLY TO THE PROPOSER, COMPLETED FORMS MAY BE DIRECTLY SUBMITTED TO:  
[PURCHASING@NORTHPORTFL.GOV](mailto:PURCHASING@NORTHPORTFL.GOV) REFERENCING THE RFP #: 2025-12.**

**THE CITY RESERVES THE RIGHT TO VERIFY ANY AND ALL INFORMATION ON THIS FORM.**

**NOTE: IF COMPLETED REFERENCES ARE NOT RETURNED TO PURCHASING, IT MAY AFFECT THE EVALUATION RATING.**

5

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

**ATTACHMENT 3b  
REFERENCE AND PERFORMANCE QUESTIONNAIRE VERIFICATION FORM**

RFP 2025-36 Professional Planning Services – Continuing Services for City of North Port. It is the intent of the City of North Port to request proposals from experienced, competent, and qualified State of Florida licensed/certified firms for the City of North Port Professional Planning Services on an as-needed basis.

<b>1. Contractor Information (Proposer information)</b>
FIRM NAME: RVi Planning + Landscape Architecture
ADDRESS: 8725 Penderly Place, Suite 101, Bradenton, FL 34201
Telephone number #: 941-379-8400
E-mail: <u>acrespo@rviplanning.com</u>
Point of Contact <u>Alexis Crespo</u>
Contact Phone Number <u>239-850-8525</u>
2. Worked Performed as <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Sub Contractor <input type="checkbox"/> Joint Venture <input type="checkbox"/> Other (Explain) Percent of project work performed <u>N/A</u> % If Subcontractor, who was the prime (Name/Phone #) _____
<b>3. CONTACT INFORMATION</b>
Contract Number: <u>PBG-RFP-2022-018</u>
Contract Type: <input type="checkbox"/> Firm Fixed Price <input checked="" type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Other (please specify): _____
Contract Title: <u>Continuing Planning &amp; Landscape Architectural Services</u>
Contract Location: <u>City of Cocoa</u>
Award Date (mm/dd/yy) <u>04/20/2023</u>
Actual Completion Date: <u>Ongoing</u>
Original Contract Price (Award Amount): <u>\$25,000</u>
Final Contract Price (to include all modifications, if applicable): <u>Contracted to-date \$531,512.49</u>
Explain the Difference: <u>Multiple additional contracts/extensions approved</u>

<b>4. PROJECT DESCRIPTION: Complexity of Work</b> <input type="checkbox"/> HIGH <input type="checkbox"/> MED <input checked="" type="checkbox"/> ROUTINE
How is this project relevant to project submission? <u>The City of Cocoa hired RVi in April 2023 to perform the services of their planning department due to staffing constraints. In this capacity, RVi served as City Staff for the review of private land development applications, including attending pre-application meetings, public hearings and maintaining project review schedules mandated by state statutes. Additionally, RVi served as the "planner on-call". While the City has since hired in-house staff, RVi consults on a variety of planning matters including Comprehensive Plan &amp; Land Development Code updates, corridor studies, etc.</u>

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

<p>_____</p> <p>_____</p>
<p><b>5. CLIENT INFORMATION</b></p> <p><b>Name:</b> <u>Stockton Whitten</u> <b>Title:</b> <u>City Manager</u></p> <p><b>Name of Entity:</b> <u>City of Cocoa</u></p> <p><b>Phone Number:</b> <u>(321) 433-8737</u></p> <p><b>E-Mail:</b> <u>swhitten@cocoaf1.org</u></p>

PERFORMANCE EVALUATION	(CHECK) "YES" OR "NO"
1. Was the scope of work performed similar in nature?	<input checked="" type="checkbox"/> YES OR <input type="checkbox"/> NO
2. Did this company have the proper resources and personnel by which to get the job done? If no, please describe: _____ _____	<input checked="" type="checkbox"/> YES OR <input type="checkbox"/> NO
3. Were any problems encountered with the company's work performance? If yes, please describe: _____ _____	<input type="checkbox"/> YES OR <input checked="" type="checkbox"/> NO
4. How long did the company/individual work for you?	Years: <u>2</u> Months: _____
5. On a scale of 1 to 10, 10 being best, how would you rate the overall work performance, considering professionalism; final product; personnel; resources. Rate from 1 to 10. (10 being highest)	<u>9</u>
6. If the opportunity were to present itself, would you rehire this company? If no, please state why: _____	<input checked="" type="checkbox"/> YES OR <input type="checkbox"/> NO
7. Date Questionnaire completed	(mm/dd/yy) <u>07/2/25</u>

8. Please provide any additional comments pertinent to this company and the work performed for you (you may use additional pages):

\_\_\_\_\_

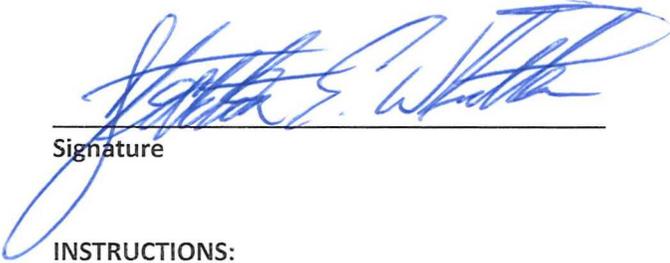
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES

---



Signature

**INSTRUCTIONS:**

PROPOSER WILL SEND THIS FORM TO EACH REFERENCED CLIENT LISTED ON ATTACHMENT 3. THE CLIENT IS TO COMPLETE THIS FORM AND RETURN DIRECTLY BACK TO THE PROPOSER. THE PROPOSER WILL SUBMIT THE COMPLETED FORM WITH THEIR PROPOSAL. IT IS THE PROPOSER'S RESPONSIBILITY TO OBTAIN AND SUBMIT ALL COMPLETED FORMS WITH THEIR PROPOSAL PACKAGE.

IF THERE ARE UNFORESEEN CIRCUMSTANCES AND THE CLIENT CANNOT RETURN COMPLETED FORM DIRECTLY TO THE PROPOSER, COMPLETED FORMS MAY BE DIRECTLY SUBMITTED TO:  
[PURCHASING@NORTHPORTFL.GOV](mailto:PURCHASING@NORTHPORTFL.GOV) REFERENCING THE RFP #: 2025-12.

THE CITY RESERVES THE RIGHT TO VERIFY ANY AND ALL INFORMATION ON THIS FORM.

NOTE: IF COMPLETED REFERENCES ARE NOT RETURNED TO PURCHASING, IT MAY AFFECT THE EVALUATION RATING.

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

**ATTACHMENT 3b  
REFERENCE AND PERFORMANCE QUESTIONNAIRE VERIFICATION FORM**

RFP 2025-36 Professional Planning Services – Continuing Services for City of North Port. It is the intent of the City of North Port to request proposals from experienced, competent, and qualified State of Florida licensed/certified firms for the City of North Port Professional Planning Services on an as-needed basis.

<b>1. Contractor Information (Proposer information)</b>
<b>FIRM NAME:</b> RVi Planning + Landscape Architecture
<b>ADDRESS:</b> 8725 Pendery Place, Suite 101, Bradenton, FL 34201
<b>Telephone number #:</b> 941-379-8400
<b>E-mail:</b> acrespo@rviplanning.com
<b>Point of Contact</b> Alexis Crespo
<b>Contact Phone Number</b> 239-850-8525
<b>2. Worked Performed as</b> <input checked="" type="checkbox"/> <b>Prime</b> <input type="checkbox"/> <b>Sub Contractor</b> <input type="checkbox"/> <b>Joint Venture</b> <input type="checkbox"/> <b>Other (Explain)</b> <b>Percent of project work performed</b> 80 % <b>If Subcontractor, who was the prime (Name/Phone #)</b> _____
<b>3. CONTACT INFORMATION</b>
Contract Number: <u>RV123002514</u>
Contract Type: <input type="checkbox"/> Firm Fixed Price <input checked="" type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Other (please specify): _____
Contract Title: <u>CITY OF BELLE ISLE EVALUATION &amp; APPRAISAL REPORT &amp; COMPREHENSIVE PLAN UPDATE</u>
Contract Location: <u>City of Belle Isle</u>
Award Date (mm/dd/yy) <u>03/07/2023</u>
Actual Completion Date: <u>01/21/2025</u>
Original Contract Price (Award Amount): <u>116,500</u>
Final Contract Price (to include all modifications, if applicable): <u>121,500</u>
Explain the Difference: <u>\$5,000 Additional Work authorized by City to update the City's Water Supply Facilities Work Plan</u>
<b>4. PROJECT DESCRIPTION: Complexity of Work</b> <input checked="" type="checkbox"/> <b>HIGH</b> <input type="checkbox"/> <b>MED</b> <input type="checkbox"/> <b>ROUTINE</b> How is this project relevant to project submission? <u>RVi conducted an EAR assessment and update of City of Belle Isle's Comprehensive Plan, last updated in 2010. This included policy assessments, updates related to State Statutes, vast public engagement, presentations to City Council, and DEO coordination.</u>

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

<p>_____</p> <p>_____</p>
<p><b>5. CLIENT INFORMATION</b></p> <p><b>Name:</b> <u>Rick Rudometkin, CPM, ICMA-CM</u>      <b>Title:</b> <u>City Manager</u></p> <p><b>Name of Entity:</b> <u>City of Belle Isle</u></p> <p><b>Phone Number:</b> <u>(407) 389-5021</u></p> <p><b>E-Mail:</b> <u>rickr@belleislefl.gov</u></p>

PERFORMANCE EVALUATION	(CHECK) "YES" OR "NO"
1. Was the scope of work performed similar in nature?	<input checked="" type="checkbox"/> YES OR <input type="checkbox"/> NO
2. Did this company have the proper resources and personnel by which to get the job done? If no, please describe:  _____	<input checked="" type="checkbox"/> YES OR <input type="checkbox"/> NO
3. Were any problems encountered with the company's work performance? If yes, please describe:  _____	<input type="checkbox"/> YES    OR <input checked="" type="checkbox"/> NO
4. How long did the company/individual work for you?	Years: <u>2</u> Months: <u>-</u>
5. On a scale of 1 to 10, 10 being best, how would you rate the overall work performance, considering professionalism; final product; personnel; resources. Rate from 1 to 10. (10 being highest)	<u>10</u>
6. If the opportunity were to present itself, would you rehire this company? If no, please state why: _____	<input checked="" type="checkbox"/> YES OR <input type="checkbox"/> NO
7. Date Questionnaire completed <u>7/18/25</u>	(mm/dd/yy) <u>07/18/25</u>

8. Please provide any additional comments pertinent to this company and the work performed for you (you may use additional pages):

They did an excellent job!

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

---

Signature



**INSTRUCTIONS:**

**PROPOSER WILL SEND THIS FORM TO EACH REFERENCED CLIENT LISTED ON ATTACHMENT 3. THE CLIENT IS TO COMPLETE THIS FORM AND RETURN DIRECTLY BACK TO THE PROPOSER. THE PROPOSER WILL SUBMIT THE COMPLETED FORM WITH THEIR PROPOSAL. IT IS THE PROPOSER'S RESPONSIBILITY TO OBTAIN AND SUBMIT ALL COMPLETED FORMS WITH THEIR PROPOSAL PACKAGE.**

**IF THERE ARE UNFORESEEN CIRCUMSTANCES AND THE CLIENT CANNOT RETURN COMPLETED FORM DIRECTLY TO THE PROPOSER, COMPLETED FORMS MAY BE DIRECTLY SUBMITTED TO:  
[PURCHASING@NORTHPORTFL.GOV](mailto:PURCHASING@NORTHPORTFL.GOV) REFERENCING THE RFP #: 2025-12.**

**THE CITY RESERVES THE RIGHT TO VERIFY ANY AND ALL INFORMATION ON THIS FORM.**

**NOTE: IF COMPLETED REFERENCES ARE NOT RETURNED TO PURCHASING, IT MAY AFFECT THE EVALUATION RATING.**

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

**ATTACHMENT 3b  
REFERENCE AND PERFORMANCE QUESTIONNAIRE VERIFICATION FORM**

RFP 2025-36 Professional Planning Services – Continuing Services for City of North Port. It is the intent of the City of North Port to request proposals from experienced, competent, and qualified State of Florida licensed/certified firms for the City of North Port Professional Planning Services on an as-needed basis.

<b>1. Contractor Information (Proposer information)</b>
FIRM NAME: RVi Planning + Landscape Architecture
ADDRESS: 8725 Penderly Place, Suite 101, Bradenton, FL 34201
Telephone number #: 941-379-8400
E-mail: acrespo@rviplanning.com
Point of Contact <u>Alexis Crespo</u>
Contact Phone Number <u>239-850-8525</u>
2. Worked Performed as <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Sub Contractor <input type="checkbox"/> Joint Venture <input type="checkbox"/> Other (Explain) Percent of project work performed <u>N/A</u> % If Subcontractor, who was the prime (Name/Phone #) _____
<b>3. CONTACT INFORMATION</b> Contract Number: <u>Multiple, Current Contract#24001664</u>  Contract Type: <input type="checkbox"/> Firm Fixed Price <input checked="" type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Other (please specify): _____  Contract Title: <u>City of LaBelle Miscellaneous Planning Services</u>  Contract Location: <u>City of LaBelle</u>  Award Date (mm/dd/yy) <u>Engaged since 2018, Current Contract - 6/13/2024</u>  Actual Completion Date: <u>Ongoing</u>  Original Contract Price (Award Amount): <u>No amount specified</u>  Final Contract Price (to include all modifications, if applicable): <u>Current contract billed to-date: \$91,801.00</u>  Explain the Difference: <u>N/A</u>
<b>4. PROJECT DESCRIPTION: Complexity of Work</b> <input checked="" type="checkbox"/> HIGH <input type="checkbox"/> MED <input type="checkbox"/> ROUTINE How is this project relevant to project submission? <u>RVi has served as City Planners for LaBelle since 2018. In this capacity, RVi reviews and processes all planning and zoning related applications submitted to the City. This includes preparation of staff reports, planning memos, and representing the City at public hearings and meetings. RVi also completes routine updates to the City's Comprehensive Plan and Code, besides maintaining the City's GIS database.</u>



**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

---

  
Signature

**INSTRUCTIONS:**

**PROPOSER WILL SEND THIS FORM TO EACH REFERENCED CLIENT LISTED ON ATTACHMENT 3. THE CLIENT IS TO COMPLETE THIS FORM AND RETURN DIRECTLY BACK TO THE PROPOSER. THE PROPOSER WILL SUBMIT THE COMPLETED FORM WITH THEIR PROPOSAL. IT IS THE PROPOSER'S RESPONSIBILITY TO OBTAIN AND SUBMIT ALL COMPLETED FORMS WITH THEIR PROPOSAL PACKAGE.**

**IF THERE ARE UNFORESEEN CIRCUMSTANCES AND THE CLIENT CANNOT RETURN COMPLETED FORM DIRECTLY TO THE PROPOSER, COMPLETED FORMS MAY BE DIRECTLY SUBMITTED TO:  
PURCHASING@NORTHPORTFL.GOV REFERENCING THE RFP #: 2025-12.**

**THE CITY RESERVES THE RIGHT TO VERIFY ANY AND ALL INFORMATION ON THIS FORM.**

**NOTE: IF COMPLETED REFERENCES ARE NOT RETURNED TO PURCHASING, IT MAY AFFECT THE EVALUATION RATING.**

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

**ATTACHMENT 3b  
REFERENCE AND PERFORMANCE QUESTIONNAIRE VERIFICATION FORM**

RFP 2025-36 Professional Planning Services – Continuing Services for City of North Port. It is the intent of the City of North Port to request proposals from experienced, competent, and qualified State of Florida licensed/certified firms for the City of North Port Professional Planning Services on an as-needed basis.

<b>1. Contractor Information (Proposer information)</b>
FIRM NAME: RVi Planning + Landscape Architecture
ADDRESS: 8725 Pendery Place, Suite 101
Telephone number #: 941-706-6132
E-mail: acrespo@rviplanning.com
Point of Contact <u>Alexis Crespo, AICP</u>
Contact Phone Number <u>239-850-8525</u>
<b>2. Worked Performed as</b> <input checked="" type="checkbox"/> <b>Prime</b> <input type="checkbox"/> <b>Sub Contractor</b> <input type="checkbox"/> <b>Joint Venture</b> <input type="checkbox"/> <b>Other (Explain)</b> Percent of project work performed <u>100</u> % If Subcontractor, who was the prime (Name/Phone #) _____
<b>3. CONTACT INFORMATION</b> Contract Number: <u>24002047 - City of Deltona Staff Augmentation (RFQ No. 2022-018)</u>  Contract Type: <input type="checkbox"/> Firm Fixed Price <input type="checkbox"/> Cost Reimbursement <input checked="" type="checkbox"/> Other (please specify): <u>Ongoing Staff Aug. Services</u>  Contract Title: <u>City of Deltona Staff Augmentation</u>  Contract Location: <u>City of Deltona</u>  Award Date (mm/dd/yy) <u>6/18/2024</u>  Actual Completion Date: <u>Ongoing</u>  Original Contract Price (Award Amount): <u>\$58,000.00</u>  Final Contract Price (to include all modifications, if applicable): <u>\$44,935 billed currently</u>  Explain the Difference: <u>Ongoing work</u>
<b>4. PROJECT DESCRIPTION: Complexity of Work</b> <input checked="" type="checkbox"/> <b>HIGH</b> <input type="checkbox"/> <b>MED</b> <input type="checkbox"/> <b>ROUTINE</b> How is this project relevant to project submission? <u>Prepared updates to the Land Development Code including the creation of an Administration Chapter to outline the approval authorities and processes for all City permits, and preparing city-wide commercial design standards.</u>

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

<p>_____</p> <p>_____</p>
<p><b>5. CLIENT INFORMATION</b></p> <p><b>Name:</b> <u>Jordan Smith</u> <b>Title:</b> <u>City of Deltona Planning Director</u></p> <p><b>Name of Entity:</b> <u>City of Deltona</u></p> <p><b>Phone Number:</b> <u>386-878-8650</u></p> <p><b>E-Mail:</b> <u>josmith@deltonafl.gov</u></p>

PERFORMANCE EVALUATION	(CHECK) "YES" OR "NO"
1. Was the scope of work performed similar in nature?	<input checked="" type="checkbox"/> YES OR <input type="checkbox"/> NO
2. Did this company have the proper resources and personnel by which to get the job done? If no, please describe: _____ _____	<input checked="" type="checkbox"/> YES OR <input type="checkbox"/> NO
3. Were any problems encountered with the company's work performance? If yes, please describe: _____ _____	<input type="checkbox"/> YES OR <input checked="" type="checkbox"/> NO
4. How long did the company/individual work for you?	Years: <u>1</u> Months: <u>1</u>
5. On a scale of 1 to 10, 10 being best, how would you rate the overall work performance, considering professionalism; final product; personnel; resources. Rate from 1 to 10. (10 being highest)	<u>10</u>
6. If the opportunity were to present itself, would you rehire this company? If no, please state why: _____	<input checked="" type="checkbox"/> YES OR <input type="checkbox"/> NO
7. Date Questionnaire completed	(mm/dd/yy) <u>07/17/25</u>

8. Please provide any additional comments pertinent to this company and the work performed for you (you may use additional pages):

RVI Planning and Landscape Architecture were wonderful to work with. Their team was highly professional, responsive, and attentive to our needs. All deliverables were completed on time and met or exceeded our expectations. Their collaborative approach and clear communication made the process smooth and efficient. We greatly appreciated their dedication and would gladly work with them again.

CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES

*Dochm Smith*  
Signature

**INSTRUCTIONS:**

PROPOSER WILL SEND THIS FORM TO EACH REFERENCED CLIENT LISTED ON ATTACHMENT 3. THE CLIENT IS TO COMPLETE THIS FORM AND RETURN DIRECTLY BACK TO THE PROPOSER. THE PROPOSER WILL SUBMIT THE COMPLETED FORM WITH THEIR PROPOSAL. IT IS THE PROPOSER'S RESPONSIBILITY TO OBTAIN AND SUBMIT ALL COMPLETED FORMS WITH THEIR PROPOSAL PACKAGE.

IF THERE ARE UNFORESEEN CIRCUMSTANCES AND THE CLIENT CANNOT RETURN COMPLETED FORM DIRECTLY TO THE PROPOSER, COMPLETED FORMS MAY BE DIRECTLY SUBMITTED TO:  
[PURCHASING@NORTHPORTFL.GOV](mailto:PURCHASING@NORTHPORTFL.GOV) REFERENCING THE RFP #: 2025-12.

THE CITY RESERVES THE RIGHT TO VERIFY ANY AND ALL INFORMATION ON THIS FORM.

NOTE: IF COMPLETED REFERENCES ARE NOT RETURNED TO PURCHASING, IT MAY AFFECT THE EVALUATION RATING.

TAB 7

---

# LITIGATION & INSURANCE

## LITIGATION & INSURANCE

---

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).



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
7/28/2025

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

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must 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 Certificate Team <b>PHONE (A/C, No, Ext):</b> _____ <b>FAX (A/C, No):</b> _____ <b>E-MAIL ADDRESS:</b> certificates@imacorp.com												
<b>INSURED</b> RVi Planning + Landscape Architecture 1611 West 5th Street, Suite 175 Austin, TX 78703	<b>INSURER(S) AFFORDING COVERAGE</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">INSURER A : Underwriters at Lloyd's, London</td> <td style="width: 20%;">NAIC #</td> </tr> <tr> <td>INSURER B : Old Republic Insurance Company</td> <td>15642</td> </tr> <tr> <td>INSURER C : Travelers Excess and Surplus Lines Company</td> <td>24147</td> </tr> <tr> <td>INSURER D : The Continental Insurance Company</td> <td>29696</td> </tr> <tr> <td>INSURER E :</td> <td>35289</td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER A : Underwriters at Lloyd's, London	NAIC #	INSURER B : Old Republic Insurance Company	15642	INSURER C : Travelers Excess and Surplus Lines Company	24147	INSURER D : The Continental Insurance Company	29696	INSURER E :	35289	INSURER F :	
INSURER A : Underwriters at Lloyd's, London	NAIC #												
INSURER B : Old Republic Insurance Company	15642												
INSURER C : Travelers Excess and Surplus Lines Company	24147												
INSURER D : The Continental Insurance Company	29696												
INSURER E :	35289												
INSURER F :													

**COVERAGES** **CERTIFICATE NUMBER: 397905889** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			MWZY31246025	3/1/2025	3/1/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 Proj/Loc Aggregate \$ 5,000,000
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/>			MWTB31245925	3/1/2025	3/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			6011536932	3/1/2025	3/1/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <span style="float: right;">Y/N</span> If yes, describe under DESCRIPTION OF OPERATIONS below <span style="float: right;">N/A</span>			MWC31246125	3/1/2025	3/1/2026	<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
A C	Professional/Pollution Liability Cyber Liability			B0146LDUSA2505179 CYB10794645901	3/1/2025 3/1/2025	3/1/2026 3/1/2026	See Below See Below

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

- Professional and Pollution Liability: \$2,000,000 Per Claim; \$2,000,000 Aggregate; \$35,000 Per Claim Retention.
- Cyber Liability: Network Security and Privacy Liability Coverage \$5,000,000 Per Loss or Claim; \$5,000,000 Aggregate; \$50,000 Deductible Each Loss.
- General Liability Policy does not contain an exclusion for residential construction, condominiums, multi-family or multi-unit dwellings, coverage is subject to the terms and conditions of the policy.

Certificate Holder and all other parties required by the contract are included as Additional Insured on the General Liability and Automobile Liability Policy, 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 Blvd. 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 
--	--

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

TAB 8

---

# ADDITIONAL INFORMATION

## ADDITIONAL INFORMATION – DIGITAL INNOVATION SERVICES

RVi is leveraging new technology to create tremendous value for our clients and project teams. Through the use of drones, 3D visualization, and virtual reality, we are able to better capture, analyze, and communicate critical project information. The results can be found 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 modeling, Revit/BIM, conceptual renderings, marketing imagery and virtual reality.

### VIRTUAL SITE VISITS

Even under normal circumstances it can be complicated and costly for all team members and stakeholders to visit a project site on a regular basis. Using 360° photography and photogrammetry, we are able to create a Virtual Site Visit that can be viewed from anywhere.



### 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



## 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. Using drones, 360° photography and GIS Spatial Analysis, 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.

### 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.



LAUREL CREEK

### 3D DIGITAL MODELING & COMPLEX SITES

From urban infill to large acreage, project sites can pose a whole host of challenges for development teams. Recently, RVi dealt with difficult grading challenges on local nonprofit Foundation Communities new project, Laurel Creek. Working closely with the client and project team, we built a 3D terrain model of the entire site, overlaying the design plans onto the site’s terrain. This allowed the team to more accurately see how the project would fit into its final context and proved instrumental in overcoming the topographical issues. The final deliverable also included high-quality, polished 3D renderings that Foundation Communities included in their presentation package for federal funding.

**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 give our teams the top-line information they need to make quick decisions, all while still having the granular data to back it up.

**I. AUTHORIZED REPRESENTATIVE**

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE



7/31/2025

33. NAME AND TITLE

Alexis Crespo, AICP, Vice President of Planning

TAB 9

---

# SUBMISSION REQUIREMENTS & REQUIRED SUBMITTAL FORMS

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

---

**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.**

**5. SUBMIT TO:**

City of North Port  
Finance Department - Purchasing Division  
Marisa Doherty, Contract Administrator II  
4970 City Hall, 3 RD Floor, Suite 337  
North Port, Florida 34286

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

**READ/EXECUTED & INCLUDED**

- Proposal Submittal Signature Form
- Statement of Organization
- References with Reference Questionnaire
- Drug-Free Workplace (If Applicable)
- Public Entity Crime Information
- Non-Collusive Affidavit
- Lobbying Certification

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

---

- Conflict of Interest Form
- E-Verify Form
- Disclosure Form (Consultant/Engineer/Architect)
- Scrutinized Business Certification Form
- Affidavit of Compliance Regarding Foreign Entity of Concern Laws
- Anti-Human Trafficking Affidavit
- Copy of Registration, Attached  
State Registration Requirements (<http://www.sunbiz.org/search.html>)
- 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

Note: Submissions received after the due date and time stated on the Notice of Availability or subsequent Addenda will not be accepted.

**PLEASE INITIAL AND RETURN WITH YOUR PROPOSAL.**

AC

**THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH YOUR PROPOSAL**



CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES

**ATTACHMENT 2: 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: 8725 Pendery Place, Suite 101

Bradenton, FL 34201

Phone: 941.379.8400 Fax: 941.379.7788

E-Mail acrespo@rviplanning.com

Print Name and Title of person authorized to bind: Alexis Crespo, AICP, Vice President of Planning

Federal Identification Number: 74-2546670

Signature: 

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

(Please Check One)

Is this a Florida Corporation:  Yes or  No

If not a Florida Corporation,  
In what state was it created: \_\_\_\_\_  
Name as spelled in that State: \_\_\_\_\_

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

Is it in good standing:  Yes or  No

Authorized to transact business  
in Florida:  Yes or  No

**THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH YOUR PROPOSAL**

CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES

STATEMENT OF ORGANIZATION continued

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

Does it use a registered fictitious name:  Yes or  No

Names of Officers:

President: Chris Crawford Secretary: Chris Crawford

Vice President: Ryan Binkowski Treasurer: Roderick Petschauer

Director: Brian Wenzel Director: Timothy Augustine

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

Name of Corporation (As used in Florida):

RVi Planning + Landscape Architecture, 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

STATE OF Florida

COUNTY OF Sarasota

Sworn to and subscribed before me this 31st day of July, 2025, by Alexis Crespo, AICP, LEED AP who is personally known to me or has produced his/her driver's license as identification.

Jessica Fritz  
Notary Public - State of Florida  
Print Name: Jessica Fritz  
Commission No: HH 636942



THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH YOUR PROPOSAL

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

**ATTACHMENT 3a: REFERENCES/CLIENT LISTING**

(The firm shall provide a minimum of three (3) business related references for which they are currently providing, or have provided within the last five (5) years, services similar to the scope of services required by this RFP.). Attach additional sheets if necessary.

1. Business/Customer Name: City of Sarasota

Name of Contact Person/Title: Alison Christie, General Manager - Development Services

Telephone# 941.263.6516 Fax \_\_\_\_\_ E-mail alison.christie@sarasotaFL.gov

Address 1575 2nd Street, 4th Floor, Sarasota, FL 34236

Duration of Contract or business relationship 2025 - Present

Type of Services Provided Ongoing development review, planning, and consulting services as needed.

2. Business/Customer Name: City of Sarasota

Name of Contact Person/Title: Wayne Applebee, Economic Development Director

Telephone# 941.263.6281 Fax \_\_\_\_\_ E-mail wayne.applebee@sarasotafl.gov

Address 1575 2nd Street, 4th Floor, Sarasota, FL 34236

Duration of Contract or business relationship 2024 - 2025

Type of Services Provided Economic marketing analysis, public outreach/coordination, and zoning/land use regulations review

3. Business/Customer Name: City of Cocoa

Name of Contact Person/Title: Stockton Whitten, City Manager

Telephone# 321.433.8737 Fax \_\_\_\_\_ E-mail swhitten@cocoaf.org

Address 65 Stone Street, Cocoa, FL 32922

Duration of Contract or business relationship 2023 - Present

Type of Services Provided Planner on-call services, comprehensive plan update/rewrite, community engagement/public outreach

**THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL.**

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

**REFERENCES/CLIENT LISTING continued**

4. Business/Customer Name: City of Belle Isle

Name of Contact Person/Title: Rick Rudometkin, CPM, ICMA-CM, City Manager

Telephone# 407.389.5021 Fax \_\_\_\_\_ E-mail rickr@belleislefl.gov

Address 1600 Nela Ave., Belle Isle, FL 32809

Duration of Contract or business relationship 2023 - 2025

Type of Services Provided LDC and comprehensive plan amendments/updates, land use studies, and public engagement

5. Business/Customer Name: City of LaBelle

Name of Contact Person/Title: Mitchell Wills, Superintendent of Public Works

Telephone# 407.389.5021 Fax \_\_\_\_\_ E-mail mwills@citylabelle.com

Address 481 West Hickpochee Avenue, LaBelle, FL 33935

Duration of Contract or business relationship 2024 - Present (Engaged Since 2018)

Type of Services Provided Miscellaneous planning services, LDC and comprehensive plan amendments/review, GIS database updates, etc.

6. Business/Customer Name: City of Deltona

Name of Contact Person/Title: Jordan Smith, Planning Director

Telephone# 386.878.8650 Fax \_\_\_\_\_ E-mail josmith@deltonafl.gov

Address 2345 Providence Blvd, Deltona, FL 32725

Duration of Contract or business relationship 2024 - Present

Type of Services Provided LDC updates/revisions and permitting administration services

Date: 7/31/2025

Signed (Person authorized to bind the company): 

Name (printed): Alexis Crespo, AICP Title: Vice President of Planning

**THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL.**

CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES

ATTACHMENT 4: 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

7/31/2025  
\_\_\_\_\_  
Date

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES

ATTACHMENT 5: 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  
8725 Pendery Place, Suite 101

City: Bradenton State: FL Zip Code: 34201, 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: 7/31/2025

Telephone #: 941.379.8400 Fax #: 941.379.7788

Federal ID #: 74-2546670

STATE OF Florida  
COUNTY OF Sarasota

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, this 31st day of July, 2025, by Alexis Crespo, AICP, LEED AP.

  
Notary Public - State of Florida

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



THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

TAB 9 | Submission Requirements & Required Submittal Forms  
**CITY OF NORTH PORT**  
**REQUEST FOR PROPOSAL NO. 2025-36**  
**PROFESSIONAL PLANNING SERVICES**

**ATTACHMENT 6: NON-COLLUSIVE AFFIDAVIT**

State of Florida

County of Sarasota

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 31st day of July, 2025.

By: 

Alexis Crespo, AICP, LEED AP

(Printed Name)

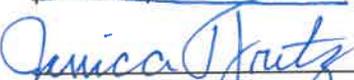
Vice President of Planning

(Title)

STATE OF Florida

COUNTY OF Sarasota

Sworn to and subscribed before me this 31st day of July, 2025, by Alexis Crespo, AICP, LEED AP who "is personally known to me or" has produced his/her driver's license as identification.

  
Notary Public - State of Florida  
Print Name: Jessica Fritz  
Commission No: HH 636942



**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES

ATTACHMENT 7: LOBBYING CERTIFICATION

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

STATE OF Florida

COUNTY OF Sarasota

This 31st day of July of 2025

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 31st day of July, 2025.

By: [Signature]

Alexis Crespo, AICP, LEED AP

(Printed Name)

Vice President of Planning

(Title)

STATE OF Florida

COUNTY OF Sarasota

Sworn to and subscribed before me this 31st day of July, 2025, by Alexis Crespo, AICP, LEED AP who is personally known to me or has produced his/her driver's license as identification.

[Signature]  
Notary Public - State of Florida  
Print Name: Jessica Fritz  
Commission No: HH 636942



THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

**ATTACHMENT 8: 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:** July 31st, 2025

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

---

**ATTACHMENT 9  
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 (Vendor's Company Name)  
Architecture

Certified By:   
AUTHORIZED REPRESENTATIVE SIGNATURE

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

Date Certified: July 31st, 2025

**THIS PAGE MUST BE COMPLETED AND SUBMITTED**

CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES

ATTACHMENT 10: 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: July 31st, 2025

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

**CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES**

**ATTACHMENT 11: 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: 8725 Penderly Place, Suite 101 City: Bradenton State: Florida ZIP: 34201

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: July 31st, 2025

**Solicitation/Contract/PO Number (Completed by Purchasing):** 2025-36

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES

**ATTACHMENT 12: AFFIDAVIT OF COMPLIANCE REGARDING FOREIGN ENTITY OF CONCERN LAWS**

The undersigned, on behalf of the entity listed below (“Entity”), hereby attests and declares as follows:

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

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

ENTITY

**RVI PLANNING + LANDSCAPE  
ARCHITECTURE**



[Insert name of legal entity, in bold ALL CAPS]

[Signature]

Alexis Crespo, AICP, LEED AP  
Vice President of Planning

[Insert name and title]

[Insert date]

July 31st, 2025

CITY OF NORTH PORT  
REQUEST FOR PROPOSAL NO. 2025-36  
PROFESSIONAL PLANNING SERVICES

ATTACHMENT 16: Anti-Human Trafficking Affidavit

Instructions: This form must be completed by an officer or representative of an entity registering as a vendor, entering into, renewing, or extending, a contract with the City of North Port.

The undersigned, on behalf of RVi Planning + Landscape Architecture ("Entity"), verifies the following:

A. I have read and understand that Florida Statutes Section 787.06(13), prohibits the City of North Port ("City") from executing, renewing, or extending a contract to entities that use coercion for labor or services, with such terms defined in Florida Statutes Section 787.06(2) as follows:

- "Coercion" means: (1) using or threatening to use physical force against any person; (2) restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will; (3) using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined; (4) destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person; (5) causing or threatening to cause financial harm to any person; (6) enticing or luring any person by fraud or deceit; or (7) providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03, Florida Statutes, to any person for the purpose of exploitation of that person.
- "Labor" means work of economic or financial value.
- "Services" means any act committed at the behest of, under the supervision of, or for the benefit of another.

The term includes, but is not limited to, forced marriage, servitude, or the removal of organs. B. I declare, under penalties of perjury, that Entity does not use coercion for labor or services as defined in Florida Statutes Section 787.06(2).

C. I understand that this affidavit applies to any City contract executed, renewed, or extended for the duration of the contract; and the Entity must execute and submit this affidavit at least annually in the vendor registration and renewal process.

I, the undersigned, understand and affirm that the above statements are based upon personal knowledge; that I am over the age of 18 years and otherwise competent to make the above statements; and am authorized to legally bind the Entity, and make the above statements on behalf of Entity. Under penalties of perjury, I declare that I have read the forgoing document and that the facts stated in it are true.

Authorized Signature: Date: [Signature] July 31st, 2025

Printed Name: Title: Alexis Crespo, AICP, LEED AP - Vice President of Planning

STATE OF Florida

COUNTY OF Sarasota

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, this 31st day of July, 2025, by Alexis Crespo, AICP, LEED AP, as VP of Planning of RVi Planning + Landscape Architecture, the Entity, and is  personally known to me or  produced identification. Type

of Identification produced \_\_\_\_\_.

[Signature]  
Signature of Notary Public  
Jessica Fritz

Name of Notary Typed, Printed or Stamped

My Commission Expires: 4/21/29



END OF PART IV

**FLORIDA STATE LICENSURE**

# *State of Florida Department of State*

I certify from the records of this office that RVI PLANNING + LANDSCAPE ARCHITECTURE, INC. is a Texas corporation authorized to transact business in the State of Florida, qualified on September 6, 2016.

The document number of this corporation is F16000003941.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on April 11, 2024, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Seventh day of March, 2025*



  
*Secretary of State*

Tracking Number: 0530479268CU

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

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

## FLORIDA STATE LICENSURE CONT.



[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

12:57:22 PM 7/28/2025

**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>RVI PLANNING &amp; LANDSCAPE ARCHITECTURE, INC. (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

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

#### Alternate Names

--

[View Related License Information](#)  
[View License Complaint](#)

## STATE REGISTRATION REQUIREMENTS



[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**

<b>Document Number</b>	F16000003941
<b>FEI/EIN Number</b>	74-2546670
<b>Date Filed</b>	09/06/2016
<b>State</b>	TX
<b>Status</b>	ACTIVE
<b>Last Event</b>	AMENDMENT
<b>Event Date Filed</b>	09/12/2024
<b>Event Effective Date</b>	NONE

**Principal Address**

1611 West 5th Street  
Suite 175  
Austin, TX 78703

Changed: 08/05/2021

**Mailing Address**

Two Towne Square Suite 700  
Southfield, MI 48076

Changed: 04/27/2025

**Registered Agent Name & Address**

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

Name Changed: 06/13/2017

**Officer/Director Detail**

## STATE REGISTRATION REQUIREMENTS CONT.

### Name & Address

Title Director, CEO  
 Wenzel, Brian R.  
 TWO TOWNE SQUARE, SUITE 700  
 SOUTHFIELD, MI 48076

Title Treasurer, CFO

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

Title President, Secretary, Director

Crawford, Christopher K.  
 1611 West 5th Street  
 Suite 175  
 Austin, TX 78703

Title Director

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

Title Director

McNulty, Daniel E.  
 Two Towne Square Suite 700  
 Southfield, MI 48076

### Annual Reports

Report Year	Filed Date
2023	04/11/2023
2024	04/11/2024
2025	04/27/2025

### Document Images

<a href="#">04/27/2025 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">09/12/2024 -- Amendment</a>	<a href="#">View image in PDF format</a>
<a href="#">04/11/2024 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/11/2023 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>